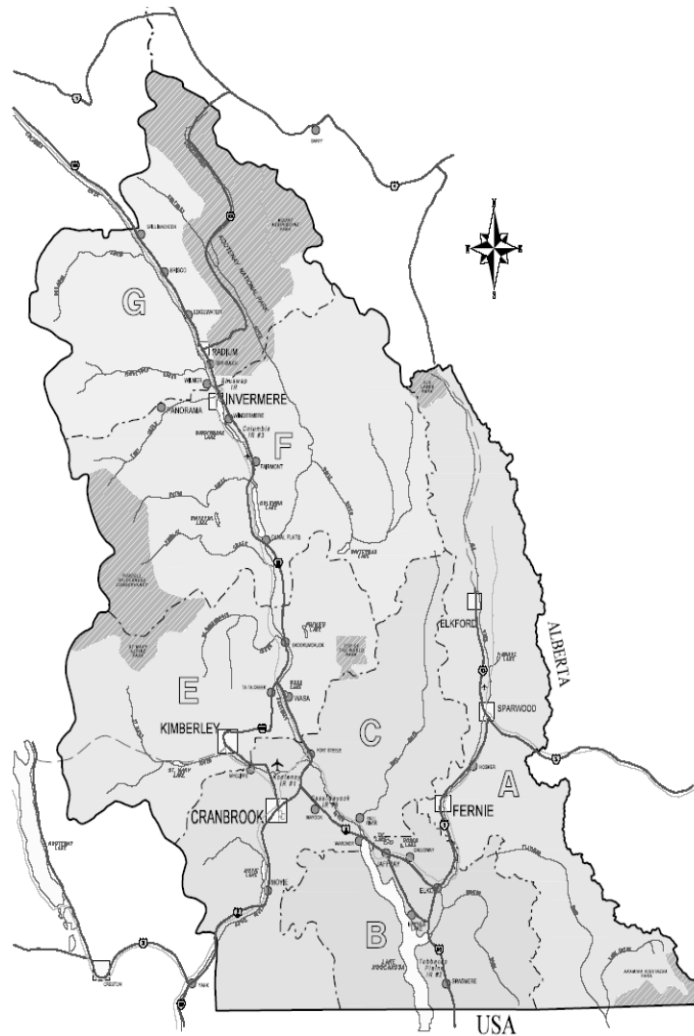


Regional District of East Kootenay Elk Valley and South Country Subregion (Area A and Area B)



Emergency Management Procedures

Record of Amendments

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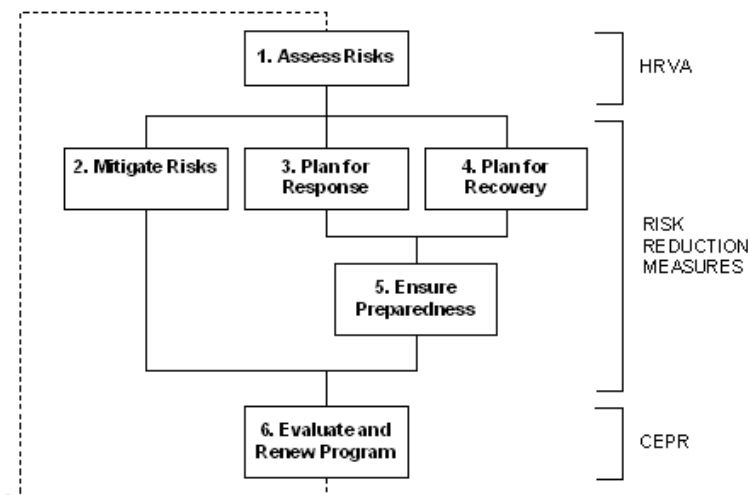
This Emergency Management Procedures manual provides detailed information to guide the Elk Valley and South Country Subregion emergency management team in their duties. It is to be used in concert with the Regional District Of East Kootenay Emergency Management Plan and the British Columbia Emergency Response Management System (BCERMS).

The BCERMS prescribed set of response objectives prioritizes Elk Valley and South Country Subregion Emergency Operations Centre (EOC) actions:

1. Provide for the safety and health of all responders
2. Save lives
3. Reduce suffering
4. Protect public health
5. Protect government infrastructure
6. Protect property
7. Protect the environment
8. Reduce economic and social losses.

An effective EOC reaches out to all stakeholders in an emergency or disaster and functions as a coordination hub and information centre as well as a resource provider to the Incident Commander. Clear communication between EOC management team members and stakeholders, strong situational awareness and individual leadership are key to good management and site support.

Month-to-month, the Emergency Management Committee accomplishes RDEK objectives by focusing on three major areas: hazard identification, mitigation and evaluation.



The dedication of committee members to these tasks contributes substantively to making the Elk Valley and South Country Subregion a safe place to live and work.

Mary Munro
Emergency Coordinator
Elk Valley and South Country Subregion

Authority

1. The authority to provide an emergency management service in the Elk Valley and South Country Subregion is established in RDEK Bylaw No. 1718. The authority for the Emergency Coordinator and the Emergency Management Committee to act on behalf of the RDEK in providing the service is established in RDEK Bylaw No. 1719.

Purpose and Scope

2. The purpose of this Emergency Management Procedures manual is to put the RDEK Emergency Management Plan into effect within the Elk Valley and South Country Subregion excluding the District of Sparwood and the District of Elkford. It details procedures, processes and contact lists.

Situation and Assumptions

Situation

3. The Elk Valley and South Country Subregion has approximately 14,769 residents and 7,889 dwellings. It is a mix of rural and municipal areas. The RDEK, under the emergency management service bylaw, can expect to provide support in a wide variety of emergency situations.

Assumptions

4. It is assumed that rural residents will take personal responsibility to reduce their risk of exposure to hazards and will conduct take measures to respond within their means to an emergency that affects them.
5. It is assumed that provincially sponsored first responders such as BC ambulance Service will respond as appropriate to rural emergencies.
6. Fire fighting is provided by combination of paid and volunteer firefighters.

Hazard, Risk and Vulnerabilities

7. The Elk Valley and South Country Subregion is a forested area with the majority of the population situated along transportation corridors in a valley environment. As a result, the three main hazards are dangerous goods spills, interface fire and flooding.

Concept of Operations

8. The provision of emergency management services for the Elk Valley and South Country Subregion is accomplished by carrying out the six RDEK objectives for emergency management: assess risks; mitigate risks; plan for response; plan for recovery; ensure preparedness; evaluate and renew the program.
9. The British Columbia Emergency Response Management System (BCERMS) is the concept of operations for emergency response and recovery activities.

Management and Oversight

Executive Committee

10. Committee members are listed at Annex A: [Elk Valley and South Country Subregion Key Contacts.xls](#) (1. Committees).
11. Committee members are normally reached through the RDEK CAO at (250) 489-0301.

Emergency Management Committee

12. Committee members are listed at Annex A: [Elk Valley and South Country Subregion Key Contacts.xls](#) (1. Committees).
13. The committee meeting dates, locations and activity schedule are at Appendix 1. It is updated annually at the last scheduled meeting of the year.

Emergency Coordinator

14. The Emergency Coordinator and Deputy plus others qualified to act as coordinators are listed at Annex A: [Elk Valley and South Country Subregion Key Contacts.xls](#) (2. ECs and Deputies).
15. When the Emergency Coordinator is absent from the Elk Valley and South Country Subregion, the Deputy or another qualified coordinator will assume the responsibilities. The Emergency Coordinator will inform the Provincial Emergency Coordination Centre (PECC) at 1-800-663-3456 of changes.

RDEK Emergency Services Coordinator

16. The RDEK Emergency Services Coordinator is normally the first level of contact for all business with the RDEK staff and is to be kept up-to-date on all subsequent interaction.

Hazard, Risk and Vulnerability Analysis (HRVA)

17. The Deputy Emergency Coordinator is responsible for overseeing the Elk Valley and South Country Subregion Hazard, Risk and Vulnerability Analysis (HRVA) process. This includes:
 - a. Monitoring the PEP generated Incident Summaries for the Southeast Area.
 - b. Coordinating with PEP designated hazard experts as necessary.
 - c. Leading discussion for the HRVA standing agenda item at Management Committee meetings.
 - d. Conducting an annual analysis exercise with the advice and assistance of committee members.
 - e. Preparing documentation necessary leading to the mitigation process.
 - f. Maintaining the Hazard Specific Contact List at Annex A: [Elk Valley and South Country Subregion Key Contacts.xls](#) (4. Hazard Specific Contacts).
18. The PEP HRVA Tool Kit provides the process and necessary forms. It is maintained

Elk Valley / South Country Subregion Emergency Management Procedures

and available on-line at the PEP web site <http://www.pep.bc.ca/hrva/hrva.html>.

19. The RDEK web site provides a method for the public to identify hazards to the Emergency Management Committee. The Deputy Emergency Coordinator will coordinate a public awareness initiative with the RDEK Public Education Coordinator.

Mitigation

20. The Deputy Emergency Coordinator will conduct a risk reduction exercise for hazards with a risk profile of orange or higher. Recommendations are to be presented to the Management Committee for discussion and approval.
21. Approved mitigation actions that are within the scope of the Committee to carry out will be assigned to specific members for action. Those measures beyond the scope of the Committee will be forwarded to the RDEK Emergency Services Coordinator for action.

Response

Notification Procedures

22. A request, direction or decision to activate the EOC will be made to the Emergency Coordinator:
 - a. By an Incident Commander directly, through the 9-1-1 system or via the PECC.
 - b. By elected officials directly or through the RDEK CAO.
 - c. By the RDEK CAO.
 - d. By the Emergency Coordinator independently.
 - e. By the director of PEP following a Provincial Declaration of State of Emergency.
23. Essential elements of information to be gathered upon notification include:
 - a. Notified by:
 - Name
 - Contact number
 - Date/time
 - b. Description of Event
 - Type
 - Fire
 - Flood
 - Weather
 - Explosion
 - Dangerous Goods Spill

Elk Valley / South Country Subregion Emergency Management Procedures

- Motor Vehicle Accident
- c. Details
 - Time
 - Location
 - General Description
 - Injuries
 - Persons/Property/Environment at risk (numbers/distance)
- d. First Responders dispatched
 - RCMP
 - Fire
 - BCAS
- e. Support requested by Incident Commander

Initial Actions

24. PEP informed (1-800-663-3456)
 - a. Time
 - b. Duty operator
 - c. PEP Task Number
25. General Details of Action Plan (policies, priorities, strategies, action plan)
26. EOC Team Called as appropriate
 - a. Contacts in the Elk Valley and South Country Subregion Key Contacts list
27. Policy Group informed as appropriate
 - a. Contacts in the Elk Valley and South Country Subregion Key Contacts list
28. Support coordinated as necessary
 - a. Contacts in the Elk Valley and South Country Subregion Key Contacts list

EOC Activation Procedures

29. Call out (what are your procedures?)
30. Opening the EOC (Who has the keys???)
31. Check in
 - a. The first to arrive will set up the check-in desk
 - PEP Task Registration Form to be filled in once per PEP Task Number.
 - Facility Sign in/Sign Out Sheet to ensure it is known who is in the facility in case of an emergency evacuation of the EOC.

EOC Operations

32. All response activity is carried out in accordance with PEP Emergency Operations

Elk Valley / South Country Subregion Emergency Management Procedures

Centre – Level 2 – Operational Guidelines.

33. All necessary forms are available in the PEP Emergency Operations Centre – Level 2 – Operational Guidelines or electronically on the PEP web site and on the CD version of this manual.

Policy Group

34. The Policy Group is listed at Annex A: [Elk Valley and South Country Subregion Key Contacts.xls](#).

a. It will normally be activated through the RDEK CAO.

Declaring State of Local Emergency

35. A Declaration is not needed:

- a. To implement part or all of the RDEK Emergency Management Plan.
- b. To gain liability protection under the BC Emergency Program Act.
- c. To qualify for disaster financial assistance under the *BC Emergency Program Act*.

36. Declaring for Evacuation

- a. Enforced evacuations can be carried out under the:
 - Emergency Program Act (Local & Provincial declarations) Sections 12(1), 13 (1) (b), 10 (1) (h).
 - Fire Services Act (BC Fire Commissioner) Section 25 (1).
 - BC Wildfire Act
 - Ministry of Energy and Mines Act (sour gas leaks).
 - Health Act.

37. Once it is apparent that emergency conditions warrant an enforced evacuation, the EOC Director is to advise the Policy Group through the RDEK CAO. The briefing should include a recommendation on which Act to select, as well as the nature, extent, probability of loss, resources at risk, and geographic area.

38. If it is determined a declaration of a state of local emergency is necessary, the RDEK Chair must be contacted and briefed. Time permitting, consultation should occur between the RDEK Board Chair and the Director or Designate of the Provincial Emergency Program (PEP) prior to the declaration. The Director of PEP is responsible for briefing the Attorney General. The prior consultation process should include the PREOC, if established, and any neighbouring local governments that could be impacted.

39. Additional Powers of Declaring

- a. In addition to the power to order an enforced evacuation, declaring a state of emergency brings with it eight other powers, enabled by the BC Emergency Program Act. The RDEK Board must monitor the implementation of these powers very closely for any possible misuse.

40. Steps in Declaring State of Local Emergency

Elk Valley / South Country Subregion Emergency Management Procedures

- a. Section 12 of the Emergency Program Act allows Local Authority, or head of a Local Authority (Municipal Council or Mayor; or Regional District Board or Chair) to declare a State of Local Emergency if extraordinary powers are required to deal with the effects of an emergency or disaster.
- b. Steps to consider:
 1. The Local Authority must be satisfied that an emergency exists or is imminent.
 2. Declarations can be made in two ways:
 - a. By bylaw or resolution if made by a Local Authority, e.g., Municipal Council or Board of Directors of a Regional District that has powers granted under the Act
 - b. By order, if made by the head of the Local Authority, e.g., Mayor or Regional District Chair
 3. Before issuing a Declaration by order, the Mayor or Chair must use their best efforts to obtain the consent of the other members of Council or Board to the Declaration.
 4. As soon as practical after issuing a Declaration order, the RDEK Chair must convene a meeting of the Board to assist in directing response to the emergency.
 5. The Declaration of State of Local Emergency form must identify the nature of the emergency and the area where it exists or is imminent. The Chair, immediately after making a Declaration of State of Local Emergency, must forward a copy of the Declaration to the Attorney General, and publish the contents of the Declaration to the population of the affected area. A coordinated public information communications plan should be available for immediate implementation, following the declaration.
 6. A State of Local Emergency automatically exists for seven (7) days unless cancelled earlier. An extension of a State of Local Emergency beyond seven days must have the approval of the Attorney General. Steps 2, 3, and 5 above must be followed for each 7-day extension.

Cancelling a Declaration of State of Local Emergency

41. A Declaration of a State of Local Emergency is cancelled when:
 - a. It expires after 7 days or any 7-day extension.
 - b. The Attorney General cancels it.
 - c. It is superseded by Provincial State of Emergency.
 - d. It is cancelled by bylaw, resolution or order.
42. Once it is apparent to the EOC Director that extraordinary powers are no longer required and that the State of Local Emergency may be cancelled, advise the Chair as soon as possible. If the Declaration is cancelled by resolution or order, the Attorney General must be promptly notified.
43. The RDEK Chair must cause the details of the termination to be published by a means of communication most likely to make the contents of the termination known

to the population of the affected area.

Recovery

44. Recovery roles and procedures are at Annex C.
45. The EOC will work to assist affected residents by arranging information relative to insurance and the contents of the Emergency Programs Act – Compensation and Disaster Financial Assistance Regulation.
46. When it becomes apparent that recovery operations have progressed to the point that the safety and security of area residents is assured, the EOC will prepare to turn over the continuing business of reconstruction to RDEK staff and deactivate the EOC.
47. Arrangements will be made and published by which area residents can bring recovery/reconstruction issues to the attention of the RDEK.

Preparedness

Training

48. The RDEK Emergency Services Coordinator has agreed to oversee an RDEK training program. This includes:
 - a. Monitoring PEP and JIBC sources of information on upcoming training opportunities.
 - b. Scheduling members on selected courses.
 - c. Maintaining training records at Annex A: [Elk Valley and South Country Subregion Key Contacts.xls](#) (7. Training Records).
49. Management Committee members are to make every effort to achieve the level of training set out in the RDEK Emergency Management Plan.

Exercises

50. XXXX is designated as the Committee Exercise Leader responsible for:
 - a. Providing drills and orientation exercises.
 - b. Arranging tabletop and full-scale exercises with the RDEK Emergency Services Coordinator.
 - c. Drafting post exercise reports.
51. The Management Committee agenda will reflect drills and orientation exercises based on the seasonally based potential threats:
 - a. Spring – hydrologic event.
 - b. Summer – interface fire.
 - c. Fall – hazardous materials event.
 - d. Winter – an atmospheric event.
52. The annual agenda will include one facilitated tabletop exercise supported by the

Elk Valley / South Country Subregion Emergency Management Procedures

RDEK Emergency Services Coordinator.

53. The Elk Valley and South Country Subregion will undertake one full-scale exercise every three years in rotation with the other subregions and supported by the RDEK Emergency Services Coordinator.

Emergency Operations Centres

54. The primary EOC is located in the xxxxx.
55. The alternate EOC is xxxxxxx.
56. An EOC relocation plan is at Annex E: EOC Relocation Plan.

Mutual Aid

57. The Emergency Management Committee will recommend, to the Emergency Services Coordinator, any mutual aid requirements they feel necessary. The RDEK will enter into agreements as appropriate.

Evaluation

58. The Emergency Management Committee Exercise Leader will ensure lessons learned through exercise and actual events are discussed in committee and forwarded to the RDEK Emergency Services Coordinator for action.

Finance and Administration

Budget

59. The REDK Emergency Services Coordinator will call for budget input on a timely basis. The Emergency Management Committee will table and discuss these calls at the next scheduled meeting.

Administration

60. Administrative support is provided by the RDEK Building and Protective Services secretary:
- a. Production of meeting agenda.
 - b. Meeting minutes.
 - c. Updating contact list.

Annex A: Elk Valley / South Country Key Contacts List

The spreadsheets will be inserted here... when I figure out how.

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Aircraft Crashes

Policies

1. Primary responsibility for aircraft crashes rests with the Police Department having jurisdiction, airport authority (if on airport property) and the Transportation Safety Board (TSB). The Police will provide security and assist the Coroner. The TSB conducts the investigation.
2. An EOC is not commonly activated for an aircraft crash. However in the event of a catastrophic incident, an EOC may be activated to provide support as needed and requested.

Hazard Specific Checklists

EOC Director

- Consider Police or alternate as Operations Section Chief.
- Make contact with air carrier and request representative to attend EOC.
- Ensure Transportation Safety Board and Rescue Coordination Centre contacted.
- Staff Liaison Officer, Information Officer, and Risk Management Officer positions.
- Establish news release system (Information Officer).
- Establish family inquiry system (Information Officer).

Operations

- Establish a Registration and Inquiry Centre (ESS / Red Cross).
- Support Incident Commander in defining working area, establishing control perimeter, and securing the scene for subsequent investigation (Police Branch).
- Coordinate routes for emergency vehicles (Police Branch & Planning Section).
- Coordinate traffic and crowd control (Police Branch).
- Notify hospitals of casualties, including number and type (Health Branch).
- Establish temporary morgue (Police Branch, Coroner Unit).
- Coordinate elimination of hazards from damaged utilities (Engineering / Utilities).

Planning

- Consider possible major effects (Advance Planning Unit):
 - Injuries and fatalities
 - Fire
 - Explosion
 - Damage to property
 - Involvement of dangerous goods, e.g., fuels
 - Special cargo problems
 - Sudden hospital requirements

Annex B: Hazard Specific Roles and Procedures

- Disruption of traffic and communications
- Disruption of utilities
- Convergence of media, photographers, politicians
- Convergence of friends and family members and need for grieving
- International considerations

Logistics

- Prepare to support long-term recovery and investigation operations.
- Facilities Unit should be identifying potential temporary morgue facilities.
- Consider equipment needs and sources (Supply Unit):

Fire fighting and rescue equipment	Fire / Engineering / SAR
Ambulances	BCAS / Industry / St. John
Communication Equipment	Ambulance / RCMP / Amateur Radio
Auxiliary lighting	Engineering / Utilities
Barricades	Engineering
Mobile public address system	RCMP / Fire / Radio stations
Chemical response team	PEP / Fire / Industry

Atmospheric Hazards

Policies

1. When and where possible, the EOC will endeavour to warn citizens of impending severe weather, working with meteorological services and news media.
2. First priority is snow/debris removal for emergency services and transportation of essential staff.
3. Police should consider waiving enforcement of on-road use of snowmobiles, quads, and ATV's.

Hazard Specific Checklists

EOC Director

- Ensure snow/debris removal activities are coordinated throughout the area.
- Advise public of status and what self help measures they can take (Information Officer).
- Establish news release system (Information Officer).
- Establish public inquiry system (Information Officer).
- Staff Liaison Officer, Information Officer, and Risk Management Officer positions.

Operations

- Coordinate working area and establish control perimeter (Police Branch).
- Coordinate routes for emergency vehicles (Police Branch & Planning Section).
- Establish temporary morgue, if required (Police Branch, Coroner Unit).
- Coordinate the protection of property (Police Branch).
- Assist emergency agencies with special transport problems (Transportation Unit).
- Coordinate the elimination of hazards from damaged utilities (Engineering Branch).
- Coordinate provision of auxiliary power (Engineering Branch).
- Coordinate clearing and disposal of debris (Engineering Branch).
- Coordinate SAR and checks for stranded motorists (Police Branch).
- Coordinate search for trapped persons (Police Branch).
- Notify hospitals of casualties, including type and number (BC Ambulance Unit).
- Coordinate transport of food, fuel, pharmaceutical supplies, medical personnel and others to points of need (ESS Branch).
- Supervise ESS accommodation and feeding of stranded persons (ESS Branch).

Planning

- Provide Operations Section with updated meteorological data.
- Provide Operations Section with updated transportation route problems.
- Track and relay highway condition reports and closures.
- Consider possible major effects (Advance Planning Unit):

Annex B: Hazard Specific Roles and Procedures

- Injuries and fatalities
- Disruption of community
- Disruption of utilities
- Closure of traffic routes
- Damage to property, e.g., roof collapse from weight of snow, ice
- Disruption of communications

Logistics

- Contact all snow/debris clearing apparatus available.
- Contact all over-snow and ATV vehicle owners and clubs.
- Contact food suppliers and determine on-hand supplies.
- Consider equipment needs and sources (Supply Unit):

Rescue equipment	Police / PEP
Fire equipment	Fire
Ambulances	BCAS / Industry / St. John
Road clearing equipment	Engineering
Auxiliary generators	Various sources
Barricades	Engineering
Mobile public address system	RCMP / Fire / Radio

Administration

- Prepare equipment contracts for snow/debris removal.

Avalanches

Policies

1. Avalanches involving provincial roads are the responsibility of the Ministry of Transportation.
2. Avalanches in the backcountry are the responsibility of the Police Department having jurisdiction, or if in a National Park, The Park Warden Service.
3. It is our policy to work cooperatively with these and other avalanche safety organizations as needed and requested.
4. We will keep the public informed by releasing all confirmed avalanche warning information through local media sources.

Hazard Specific Checklists

EOC Director

- Select Police or District Highways Manager as Operations Chief.
- Establish adequate communications and news release systems (Information Officer).
- Establish public inquiry system (Information Officer).
- Establish proper jurisdiction, especially for avalanches affecting roadways.
- Staff Liaison Officer, Information Officer, and Risk Management Officer positions.

Operations

- Staff ESS positions for possible reception centres (ESS Branch).
- Coordinate traffic control (Police Branch).
- Coordinate property protection and relocate resources where necessary (Police Branch).
- Coordinate the elimination of hazards from utilities damaged by avalanche (Engineering Branch).
- Establish emergency public health facilities (Health Branch).

Planning

- Obtain and disseminate current meteorological data and avalanche forecasts.
- Deploy field observers to gather intelligence as soon as possible (Situation Unit).

Annex B: Hazard Specific Roles and Procedures

- Consider possible major effects (Advance Planning Unit):
 - Disruption of community
 - Damage to property
 - Contamination of normal water supplies
 - Casualties
 - Evacuation of population
 - Dangers to public health
 - Losses to local economy

Logistics

- Anticipate long term feeding / accommodation support of field workers.
- Consider equipment needs and sources (Supply Unit):

Transportation	Road / Rail / Air Carriers
Communication Equipment	PEP / RCMP / Ham Radio
Heavy equipment (bulldozers, etc.)	Engineering / Industry
Auxiliary lighting	Engineering / Utilities
Auxiliary power facilities	Engineering / Utilities
Mobile public address system	RCMP / Fire / Radio

Dam Failures

Policies

1. The dam owner is responsible under provincial legislation to provide warning and notification of potential and actual dam failure to downstream persons at risk.
2. The Dam Safety Branch of the Ministry of Water, Land and Air Protection is the regulatory agency.
3. It is our policy to provide support to Dam Safety Branch and local authorities as needed and requested.

Hazard Specific Checklists

EOC Director

- Upon notification of a potential or real dam failure, activate full EOC call-out.
- Ensure safety of all responders.
- Select Police or alternate as Operations Section Chief.
- Notify PEP that EOC is activated.
- Make contact with BC Hydro or other dam operator and request attendance at EOC.
- Staff Liaison Officer, Information Officer, and Risk Management Officer positions.
- Establish news release system (Information Officer).
- Establish public inquiry system (Information Officer).

Operations

- Ensure warnings to evacuate as needed are provided to all downstream persons.
- Establish a Registration and Inquiry Centre (ESS / Red Cross).
- Support Incident Commander in defining working area, establishing control perimeter, and securing the scene for subsequent investigation (Police Branch).
- Coordinate routes for emergency vehicles (Police Branch & Planning Section).
- Coordinate traffic control (Police Branch).
- Notify hospitals of casualties, including number and type (BCAS Unit).
- Establish temporary morgue (Police Branch, Coroner Unit).
- Coordinate the elimination of hazards from damaged utilities (Utilities).

Planning

- Prepare and provide inundation area information to EOC and Incident Commanders in the field.
- Consider possible major effects (Advance Planning Unit):
 - Injuries and fatalities
 - Damage to property
 - Involvement of dangerous goods, e.g., propane tanks

Annex B: Hazard Specific Roles and Procedures

- Disruption of traffic and communications
- Disruption of utilities
- Convergence of media, photographers, politicians

Logistics

- Anticipate need for heavy equipment and sandbags.
- Prepare to support long-term recovery and investigation operations.
- Identify potential temporary morgue facilities (Facilities Unit).
- Consider equipment needs and sources (Supply Unit):

Communication Equipment	PEP / RCMP / Ham Radio
Equipment for constructing dikes	Engineering / Industry
Heavy equipment (bulldozers, etc.)	Engineering / Industry
Auxiliary lighting	Engineering / Utilities
Auxiliary power facilities	Engineering / Utilities
Medical and health supplies	Health
Food and lodging	Emergency Social Services
Pumps	Engineering
Storage facilities for equipment furnishings and livestock	Province
Mobile public address system	RCMP / Fire / Radio
Chemical response team	PEP / Fire / Industry

Administration

- Establish Compensation and Claims Unit and Cost Accounting Unit.

Disease and Epidemics

Policies

1. In the event of a wide spread outbreak of disease, regardless of cause, the EOC should consider an automatic level 3 response.
2. Should the operational area of this EOC not be affected, it is our policy to provide support and assistance to other areas affected as needed and requested. This may include providing resources or receiving evacuees.

Hazard Specific Checklists

EOC Director

- Notify PREOC when EOC is activated.
- Select Medical Health Officer or alternate as Operations Chief.
- Ensure all agency representatives contacted and requested to attend the EOC.
- Establish adequate communications and news release systems (Information Officer).
- Establish public inquiry system (Information Officer).
- Staff Liaison Officer, Information Officer, and Risk Management Officer positions.

Operations

- Staff ESS positions for possible reception centres (ESS Branch).
- Coordinate the evacuation of personnel, (Police Branch).
- Coordinate traffic control (Police Branch).
- Coordinate the provision of potable water supplies (Engineering Branch).
- Coordinate water quality monitoring (Health Branch).
- Coordinate emergency public health measures (Health Branch).
- Liaise with BC Centre for Disease Control (Health Branch)
- Coordinate investigation and mitigation of disease source (Health, Environment and Engineering Branches)

Planning

- Obtain and disseminate current epidemiological data.
- Deploy field observers to gather intelligence as soon as possible (Situation Unit).
- Consider possible major effects (Advance Planning Unit):
 - Overloading of health care facilities
 - Medical personnel affected
 - Morgue facilities overwhelmed
 - Panic
 - Contamination of normal water supplies

Annex B: Hazard Specific Roles and Procedures

- Dangers to public health
- Adjacent communities may be affected as well, slowing assistance
- Losses to local economy

Logistics

- Anticipate long-term support of field workers.
- Consider equipment needs and sources (Supply Unit):

Transportation	Road / Air carriers/ Rail carriers
Face Masks/gloves	Safety / medical supply companies
Isolation equipment	Safety / medical supply companies
Communication Equipment	PEP / RCMP / Ham Radio
Medical and health supplies	Health
Food and lodging	Emergency Social Services
Tankers for potable water supplies	Utilities
Mobile public address system	RCMP / Fire

Drought

Policies

1. The EOC will ensure water supplies are identified for potable water, firefighting, and agricultural use, in that order.
2. We will keep the public informed by releasing all confirmed drought information through local media sources.

Hazard Specific Checklists

EOC Director

- Ensure representatives from MELP, and AES (as appropriate) are contacted and requested to attend the EOC.
- Establish adequate communications and news release systems (Information Officer).
- Establish public inquiry system (Information Officer).
- Ensure various Water Management Districts are involved.
- Consider Engineering Branch Coordinator as Operations Section Chief.
- Staff Liaison Officer, Information Officer, and Risk Management Officer positions.

Operations

- Establish emergency public health facilities (Health Branch).

Planning

- Obtain and disseminate current meteorological forecasts by working with AES.
- Deploy field observers to gather drought impact intelligence (Situation Unit).
- Consider possible major effects (Advance Planning Unit):
 - Disruption of agricultural operations
 - Need for water rationing
 - Contamination of normal water supplies
 - Possible business closures due to lack of water
 - Dangers to public health
 - Losses to local economy

Explosions

Policies

1. In the event of a major explosion, regardless of the cause, life safety of both responders and impacted people will be the first priority.
2. The EOC will support the Incident Commander, regardless of agency filling that role.
3. It is our policy to assist in securing the site of the explosion to preserve evidence, ensure safety, and enhance privacy.
4. Consider act of terrorism.

Hazard Specific Checklists

EOC Director

- Notify Office of the Fire Commissioner that EOC is activated.
- Select Police or alternate as Operations Section Chief.
- Staff Liaison Officer, Information Officer, and Risk Management Officer positions.
- Establish news release system (Information Officer).
- Establish public inquiry system (Information Officer).

Operations

- Establish a Registration and Inquiry Centre (ESS / Red Cross).
- Support Incident Commander in defining working area, establishing control perimeter, and securing the scene for subsequent investigation (Police Branch).
- Coordinate routes for emergency vehicles (Police Branch & Planning Section).
- Coordinate traffic and crowd control (Police Branch).
- Notify hospitals of casualties, including number and type (BC Ambulance Service Unit).
- Establish temporary morgue (Police Branch, Coroner Unit).
- Coordinate the elimination of hazards from damaged utilities (Engineering / Utilities).

Annex B: Hazard Specific Roles and Procedures

Planning

- Consider possible major effects (Advance Planning Unit):
 - Injuries and fatalities
 - Panic and need for stress debriefing
 - Fire
 - Chance of secondary explosions
 - Damage to property
 - Release of toxic smoke, fumes
 - Disruption of traffic and communications
 - Disruption of utilities
 - Convergence of media, photographers

Logistics

- Prepare to support long-term recovery and investigation operations.
- Identify potential temporary morgue facilities (Facilities Unit).
- Consider equipment needs and sources (Supply Unit):

Fire fighting and rescue equipment	Fire / Engineering / SAR
Ambulances	Medical / Transportation / Police
Communication Equipment	Ambulance / RCMP / Ham Radio
Auxiliary lighting	Engineering / Utilities
Barricades	Engineering
Equipment to repair public utilities	Engineering / Utilities
Special equipment	Chemical Supplier
Mobile public address system	RCMP / Fire / Radio
Chemical response team	PEP / Fire / Industry
Emergency feeding facilities	Emergency Social Services

Fires – Urban and Rural

Policies

1. Urban and rural fires should be managed using ICS with the senior officer on scene from the fire department having jurisdiction being appointed the Incident Commander.
2. Assist the BC Forest Service, if requested, in monitoring local authority firefighting on rural fires to prevent the spread of fire to vegetation.

Hazard Specific Checklists

EOC Director

- Establish link with local authority EOC if established.
- Notify PREOC that EOC is established.
- Staff Liaison Officer, Information Officer, and Risk Management Officer positions.
- Establish news release system (Information Officer).
- Establish public inquiry system (Information Officer).

Operations

- Determine need for evacuation through Fire Commissioner or declaration (Fire Branch).
- Notify Fire Commissioner (Fire Branch).
- Ensure that all utilities are advised (Fire Branch).
- Warn of potential spread of fire and need for fire breaks (Fire Branch).
- Coordinate the evacuation of personnel, (Police Branch).
- Coordinate the evacuation of livestock (Ministry of Agriculture, Fisheries and Food).
- Coordinate defining the working area and establish control perimeter (Police Branch).
- Secure disaster scene for subsequent investigation (Police Branch).
- Coordinate traffic control and routes for emergency vehicles (Police Branch).
- Coordinate the protection of property and relocate resources where necessary (Police Branch).
- Coordinate the elimination of hazards from damaged utilities (Utilities Branch).
- Notify hospitals of casualties (BC Ambulance Service Unit).
- Establish emergency public health facilities (Health Branch).
- Establish temporary morgue, if needed (Police Branch).
- Establish ESS (ESS Branch).
- Staff ESS positions for possible reception centres (ESS Branch).

Planning

- Supervise damage assessment.
- Consider possible major effects (Advance Planning Unit):

Annex B: Hazard Specific Roles and Procedures

- Injuries and fatalities
- Fire
- Explosions and other hazards
- Damage to property
- Collapse of buildings and other structures
- Sudden hospital requirements
- Release of toxic smoke, fumes
- Disruption of traffic and communications
- Disruption of utilities
- Convergence of media, photographers

Logistics

- Anticipate requests for additional supplies.
- Anticipate requests for food / porta-potties.
- Consider equipment needs and sources (Supply Unit):

Fire fighting and rescue equipment	Fire / Engineering / SAR
Ambulances	BCAS / Industry / St. John
Water tankers (street cleaners)	Engineering
Relay pumps	Engineering
Communication Equipment	Ambulance / RCMP / Amateur Radio
Auxiliary lighting	Engineering / Utilities
Blankets and food	Emergency Social Services
Mobile public address system	RCMP / Fire / Radio stations
Chemical response team	PEP / Fire / Industry

Administration

- Anticipate compensation/claims.

Flooding

Policies

1. WLAP, MOT and PEP are the key provincial agencies.
2. Private property owners are responsible for protective works on their property.
3. We will keep the public informed by releasing all confirmed flood warning information through local media sources.
4. A state of local or provincial emergency must be declared to cause an evacuation due to flooding.

Hazard Specific Checklists

EOC Director

- Select MOT or alternate as Operations Chief.
- Ensure representatives from DFO are contacted and requested to attend the EOC if needed.
- Establish adequate communications and news release systems (Information Officer).
- Establish public inquiry system (Information Officer).
- Ensure various Water Management Districts are involved.
- Establish proper jurisdiction.
- Staff Liaison Officer, Information Officer, and Risk Management Officer positions.

Operations

- Staff ESS positions for possible reception centres (ESS Branch).
- Coordinate the evacuation of personnel (Police Branch).
- Coordinate the evacuation of livestock (MAFF).
- Coordinate traffic control (Police Branch).
- Coordinate the establishment of dikes as required (Engineering Branch).
- Identify the priority areas for sand bag deployment.
- Coordinate the elimination of hazards from damaged utilities (Utilities Branch).
- Establish emergency public health facilities (Health Branch).

Annex B: Hazard Specific Roles and Procedures

Planning

- Obtain and disseminate current meteorological data and flood forecasts by working with MOT and AES.
- Deploy field observers to gather flood intelligence as soon as possible (Situation Unit).
- Consider possible major effects (Advance Planning Unit):
 - Disruption of community
 - Damage to property
 - Contamination of normal water supplies
 - Casualties
 - Evacuation of population
 - Dangers to public health
 - Losses to local economy

Logistics

- Contact Province, Canada Employment and Immigration Centres for personnel.
- Identify and locate additional sandbags / heavy equipment resources in anticipation of field requests (Supply Unit).
- Anticipate long term feeding / accommodation support of field workers.
- Consider equipment needs and sources (Supply Unit):

Transportation	Road / Rail / Air carriers
Communication Equipment	PEP / RCMP / Ham Radio
Equipment for constructing dikes	Engineering / Industry
Heavy equipment (bulldozers, etc.)	Engineering / Industry
Auxiliary lighting	Engineering / Utilities
Auxiliary power facilities	Engineering / Utilities
Medical and health supplies	Health
Food and lodging	Emergency Social Services
Pumps	Engineering
Storage facilities for equipment furnishings and livestock	Province
Mobile public address system	RCMP / Fire / Radio

Annex B: Hazard Specific Roles and Procedures

Administration

- Establish Compensation and Claims Unit and Cost Accounting Unit.
- Establish Disaster Financial Assistance Unit.

Hazardous Spills

Policies

1. Responders should take defensive role until product and actions are identified.
2. Spiller is responsible for clean up and restoration.
3. The community has a right to know both the hazard and risk.

Hazard Specific Checklists

EOC Director

- Select Fire Branch Coordinator or alternate as Operations Chief.
- Ensure Safety Officer appointed at scene.
- Ensure MELP and other appropriate agencies notified.
- Establish adequate communications and news release systems (Information Officer).
- Establish public inquiry system (Information Officer).
- Request representative from carrier/owner attend the EOC.
- Staff Liaison Officer, Information Officer, and Risk Management Officer positions.

Operations

- Ensure Environmental Health Officer and Fire Commissioner are notified.
- Provide support to Incident Commander and/or local authorities.
- Confirm Hot / Warm / Cold zones established and communicated to all agencies.
- Coordinate traffic control (Police Branch).
- Coordinate evacuation routes (Police Branch).
- Activate ESS for possible evacuation.
- Coordinate evacuation of high-hazard zones, considering responder safety (Police Branch).
- Notify hospitals of casualties (BC Ambulance Unit).
- Establish temporary morgue, if needed (Police Branch, Coroner Unit).

Annex B: Hazard Specific Roles and Procedures

Planning

- Ensure appropriate technical specialists contacted and available.
- Determine nature of substance spilled and possible effects and inform Operations Section Chief, EOC Director, and Incident Commander.
- Define area of risk.
- Commence evacuation Planning, if required, and warn adjacent areas.
- Establish identification of spiller for cost recovery purposes (Recovery Unit).
- Consider possible major effects (Advance Planning Unit):
 - Injuries and fatalities
 - Tendency of people to disperse
 - Damage to property
 - Disruption of traffic
 - Subsequent explosions and fire
 - Need to decontaminate site responders, equipment, and vehicles
 - Contamination of normal water supplies
 - Need to evacuate population
 - Dangers to public health and livestock
 - Disruption of business and industrial activities

Logistics

- Check on availability of specialized hazardous material supplies and consultants.
- Consider support of long-term field operations.
- Consider equipment needs and sources (Supply Unit):

Ambulances	61. BCAS / Industry / St. John
Fire and rescue equipment, e.g. respirators and resuscitators	Adjacent Fire Depts. / Industry
Communication Equipment	PEP / RCMP / Amateur Radio
Decontamination equipment	Industry
Barricades	Engineering
Mobile public address system	RCMP / Fire / Radio stations
Advisory services	Canutec, WLAP

Administration

- Ensure cost accounting is taking place for charge back to spiller.

Landslides

Policies

1. Regardless of where the incident occurs, responder safety will be considered first.
2. Many landslides / slips involve multiple agencies and jurisdictions.

Hazard Specific Checklists

EOC Director

- Ensure representatives from MOT, WLAP, PEP (as appropriate) are contacted and requested to attend the EOC.
- Establish adequate communications and news release systems (Information Officer).
- Establish public inquiry system (Information Officer).
- Establish proper jurisdiction.
- Staff Liaison Officer, Information Officer, and Risk Management Officer positions.

Operations

- Coordinate search and rescue of victims (Fire Branch, Police Branch).
- Staff ESS positions for possible reception centres (ESS Branch).
- Coordinate the evacuation of personnel, (Police Branch).
- Coordinate the evacuation of livestock (Ministry of Agriculture, Fisheries and Foods).
- Coordinate traffic control (Police Branch).
- Coordinate the protection of property and relocate resources where necessary (Police Branch).
- Coordinate removal and disposal of slide material as required (Engineering Branch).
- Coordinate the elimination of hazards from damaged utilities (Engineering Branch).

Planning

- Deploy field observers to gather damage intelligence as soon as possible (Situation Unit).
- To consider further slide potential, obtain current meteorological data.

Annex B: Hazard Specific Roles and Procedures

- Consider possible major effects (Advance Planning Unit):
 - Casualties
 - Damage to property
 - Closure of roads and highways
 - Damage to utilities and communication systems
 - Contamination of normal water supplies
 - Evacuation of population from danger areas
 - Dangers to public health
 - Possible convergence of families and friends to help with search
 - Disruption of community
 - Losses to local economy

Logistics

- Identify additional heavy equipment in anticipation of field requests (Supply Unit).
- Anticipate long term feeding / accommodation support of field workers.
- Consider equipment needs and sources (Supply Unit):

Transportation	Road / Air Carriers
Communication Equipment	PEP / RCMP / Amateur Radio
Heavy equipment (bulldozers, etc.)	Engineering / Industry
Auxiliary lighting	Engineering / Utilities
Auxiliary power facilities	Engineering / Utilities
Medical and health supplies	Health
Food and lodging	ESS

Administration

- Establish Compensation and Claims Unit and Cost Accounting Unit.
- Establish Disaster Financial Assistance Unit.

Lost Person(s)

Policies

1. The responsibility for lost persons on the ground and inland waters belongs to the Police department having jurisdiction that will act as Incident Commander. Local SAR volunteers aid them on the ground; the SAR manager will act as Operations Section Chief. In National Parks, the National Park Warden Service provides this service.
2. The responsibility for lost persons from air or marine emergencies belongs to the federal government and coordinated through the Rescue Coordination Centre.
3. The vast majority of SAR missions will be managed from an Incident Command Post, or in rare circumstances an expanded ICP. Implementation of an EOC should be considered only when the incident involves large numbers of missing persons, large numbers of SAR resources, or intense media interest.
4. The EOC will provide support and assistance as needed or requested.

Hazard Specific Checklists

EOC Director

- ❑ Select Police or alternate as Operations Chief for ground search.
- ❑ Establish adequate communications and news release systems (Information Officer).
- ❑ Staff Liaison Officer, Information Officer, and Risk Management Officer positions.

Operations

- ❑ Coordinate search teams, as requested (Police Branch).
- ❑ Identify and stage backup SAR teams from adjacent communities (Police Branch).

Planning

- ❑ Track and record search progress.
- ❑ Assess characteristics of lost persons to identify areas with high probability of success.
- ❑ Consider possible major effects (Advance Planning Unit):
 - Injuries and fatalities
 - Possible high risk of involving many search aircraft
 - Convergence of families and friends of missing persons
 - Need to support remote search teams
 - Weather changes could affect SAR team safety

Logistics

- ❑ Locate SAR resources in anticipation of field requests (Supply Unit).
- ❑ Anticipate long term feeding / accommodation support of SAR teams.
- ❑ Consider equipment needs and sources (Supply Unit):

Communication Equipment

62. PEP / RCMP / Amateur Radio

Annex B: Hazard Specific Roles and Procedures

Search and rescue equipment 63. PEP

- Consider use of snowmobile, four-wheel drive and other similar clubs with local knowledge.
- Consider use of Global Positioning System (GPS) for establishing areas searched.
- Consider use of Infrared Scanner (MOF Scanner).

Motor Vehicle Crashes

Policies

1. Most major motor vehicle crashes should be managed at the scene.
2. The EOC will provide support and assistance as needed or requested.

Hazard Specific Checklists

EOC Director

- Select Police or alternate as Operations Chief.
- Make contact with motor carrier and request attendance at EOC.
- Staff Liaison Officer, Information Officer, and Risk Management Officer positions.
- Establish news release system (Information Officer).
- Establish family inquiry system (Information Officer).

Operations

- Establish a Registration and Inquiry Centre (ESS / Red Cross).
- Support Incident Commander in defining working area, establishing control perimeter, and securing the scene for subsequent investigation (Police Branch).
- Coordinate routes for emergency vehicles (Police Branch).
- Coordinate requests for ambulance, wreckers, fire trucks and heavy equipment, as needed
- Coordinate traffic and crowd control (Police Branch).
- Notify hospitals of casualties, including number and type (BC Ambulance Service Unit).
- Establish temporary morgue (Police Branch).
- Coordinate the elimination of hazards from damaged utilities (Engineering / Utilities).

Annex B: Hazard Specific Roles and Procedures

Planning

- Consider possible major effects (Advance Planning Unit):
 - Injuries and fatalities
 - Fire
 - Explosion
 - Trapped motorists
 - Damage to property
 - Involvement of dangerous goods, e.g., fuels
 - Special cargo problems, e.g., hazardous materials
 - Sudden hospital requirements
 - Disruption of traffic and communications
 - Convergence of media, photographers, politicians
 - Convergence of friends and family members and need for grieving

Logistics

- Prepare to support long-term recovery and investigation operations.
- Identify potential temporary morgue facilities (Facilities Unit).
- Consider equipment needs and sources (Supply Unit):

Wrecker / tower with cutting torches	Police / Garage
Fire fighting and rescue equipment	Fire / Engineering / SAR
Ambulances	BCAS / Industry / St. John
Communication equipment	Ambulance / RCMP / Amateur Radio
Auxiliary lighting	Engineering / Utilities
Traffic barricades	Engineering
Mobile public address system	RCMP / Fire / Radio stations
Chemical response team	PEP / Fire / Industry

Power Outages

Policies

1. The electrical utility provider is responsible for restoration of electrical power.
2. The EOC may assist indirectly with such actions as coordinating the clearing of fallen trees from routes used by utility line crews, and providing priorities for energy restoration.
3. Under no circumstances should non-utility responders handle power lines, as they may still be live.

Hazard Specific Checklists

EOC Director

- Select Engineering Branch Coordinator as Operations Chief.
- Request utility representative attend at the EOC.
- Staff Liaison Officer, Information Officer, and Risk Management Officer positions.

Operations

- Assist utility crews where possible.
- Coordinate the elimination of hazards from damaged utilities (Engineering Branch).
- Coordinate provision of auxiliary power (Engineering Branch).
- Coordinate transport of food, fuel, pharmaceutical supplies, medical personnel and others to points of need (Transportation Unit).
- Supervise ESS accommodation and feeding of stranded persons (ESS Branch).
- Establish ESS Reception Centres for the aged/infirm.
- Staff Engineering Branch Coordinator.

Planning

- Identify critical power needs (i.e., nursing homes, etc.).
- Identify if alternate suppliers available.
- Provide Operations Section with updated meteorological data.

Annex B: Hazard Specific Roles and Procedures

- ❑ Consider possible major effects (Advance Planning Unit):
 - Injuries and fatalities, indirectly due to lack of power
 - Panic, particularly in crowded areas
 - Persons trapped in elevators and other powered devices
 - Disruption of traffic
 - Disruption of utilities and communications

Logistics

- ❑ Locate and stage any power generation equipment.
- ❑ Locate and stage any fuel for power generation equipment.
- ❑ Ensure EOC and public safety facilities have auxiliary power.
- ❑ Contact food suppliers and determine on-hand supplies.
- ❑ Consider equipment needs and sources (Supply Unit):

Auxiliary generators	Various sources
Auxiliary heaters	Various sources
Auxiliary lighting	Fire Depts. from adjacent areas
Mobile public address system	RCMP / Fire / Radio
Welfare equipment	Emergency Social Services

Administration

- ❑ Establish manual timekeeping / payroll system.

Rail Crashes

Policies

1. The responsibility for rail crashes on railroad property rests with the carrier.
2. Incidents involving injuries / fatalities or impacting areas off the right of way should be managed by the appropriate agency, (POLICE / BCAS / FIRE / MELP) as a single command or unified command based on the situation.
3. It is our policy to provide support as needed and requested by the rail carrier.
4. Responders should take a defensive role until the train cargo is determined to be of a manageable risk to our responders.

Hazard Specific Checklists

EOC Director

- Select Police, Fire or Environment Branch Coordinator as Operations Chief.
- Make contact with rail carrier and request attendance at EOC.
- Ensure Transportation Safety Board contacted.
- Staff Liaison Officer, Information Officer, and Risk Management Officer positions.
- Establish news release system (Information Officer).
- Establish family inquiry system (Information Officer).

Operations

- Establish a Registration and Inquiry Centre (ESS / Red Cross).
- Support Incident Commander in defining working area, establishing control perimeter, and securing the scene for subsequent investigation (Police Branch).
- Coordinate routes for emergency vehicles (Police Branch).
- Coordinate traffic and crowd control (Police Branch).
- Notify hospitals of casualties, including number and type (BCAS Unit).
- Establish temporary morgue (Police Branch, Coroner Unit).
- Coordinate the elimination of hazards from damaged utilities (Engineering / Utilities).

Annex B: Hazard Specific Roles and Procedures

Planning

- Consider possible major effects (Advance Planning Unit):
 - Injuries and fatalities
 - Fire
 - Explosion
 - Evacuation
 - Damage to property
 - Involvement of dangerous goods, e.g., fuels
 - Sudden hospital requirements
 - Disruption of traffic and communications
 - Disruption of utilities
 - Convergence of media, photographers, politicians
 - Convergence of friends and family members and need for grieving

Logistics

- Prepare to support long-term recovery and investigation operations.
- Facilities Unit should be identifying potential temporary morgue facilities.
- Consider equipment needs and sources (Supply Unit):

Fire fighting and rescue equipment	Fire / Engineering / SAR
Ambulances	BCAS / Transportation / Police
Communication Equipment	Ambulance / RCMP / Ham Radio
Auxiliary lighting	Engineering / Utilities
Barricades	Engineering
Mobile public address system	RCMP / Fire / Radio
Chemical response team	PEP / Fire / Industry
LPG response team	

Seismic Hazards

Policies

1. In the event of a major earthquake, the EOC should consider an automatic level 3 response.
2. Should the operational area of this EOC not be affected, it is our policy to provide support and assistance to other areas affected as needed and requested. This may include providing resources or receiving evacuees.

Hazard Specific Checklists

EOC Director

- Notify PREOC when EOC is activated.
- Select Fire Chief or alternate as Operations Chief.
- Ensure all agency representatives contacted and requested to attend the EOC.
- Establish adequate communications and news release systems (Information Officer).
- Establish public inquiry system (Information Officer).
- Request outside assistance, including military from PREOC if required.
- Staff Liaison Officer, Information Officer, and Risk Management Officer positions.

Operations

- Coordinate rescue of trapped, injured persons (Fire Branch).
- Staff ESS positions for possible reception centres (ESS Branch).
- Coordinate the evacuation of personnel, (Police Branch).
- Coordinate traffic control (Police Branch).
- Coordinate temporary morgue (Police Branch, Coroner Unit).
- Coordinate the protection of property and relocate resources where necessary (Police Branch).
- Coordinate salvage operations of essential items (Fire Branch).
- Coordinate the elimination of hazards from damaged utilities (Engineering Branch).
- Coordinate emergency public health facilities (Health Branch).

Annex B: Hazard Specific Roles and Procedures

Planning

- Obtain and disseminate current seismic data.
- Deploy field observers to gather damage intelligence as soon as possible (Situation Unit).
- Consider possible major effects (Advance Planning Unit):
 - Injuries and fatalities
 - Trapped persons
 - Damage to property
 - Damage to roads, bridges, utilities, buildings
 - Fire hazards and explosions
 - Escape of dangerous gases, e.g., natural gas
 - Flooding from broken water mains
 - Hypothermia if event occurs in winter
 - Landslides
 - Panic
 - Contamination of normal water supplies
 - Dangers to public health
 - Adjacent communities may be affected as well, slowing assistance
 - Losses to local economy

Logistics

- Anticipate long term feeding / accommodation support of field workers.
- Consider equipment needs and sources (Supply Unit):

Transportation	Road / Rail / Air carriers
Rescue equipment of all kinds	All agencies
Public service maintenance vehicles	Engineering / Utilities
Communication Equipment	PEP / RCMP / Ham Radio
Heavy equipment (bulldozers, etc.)	Engineering / Industry
Auxiliary lighting	Engineering / Utilities
Auxiliary power facilities	Engineering / Utilities
Medical and health supplies	Health
Food and lodging	Emergency Social Services

Annex B: Hazard Specific Roles and Procedures

Piping for water, sewer repairs

Engineering / Industry

Tanks cars for potable water supplies

Utilities / railways

Mobile public address system

RCMP / Fire / Radio

Administration

- Establish Compensation and Claims Unit and Cost Accounting Unit.

Structural Collapse

Policies

1. Regardless of the cause, safety of the responders will be considered first.
2. The EOC will ensure technical advice is available and Heavy Urban Search and Rescue experts (if available) are provided to the Incident Commanders.
3. Immediately secure the site to preserve evidence, ensure safety, and enhance privacy.

Hazard Specific Checklists

EOC Director

- Notify PREOC if EOC is activated.
- Select Fire or alternate as Operations Chief.
- Make contact with building owner and request attendance at EOC if appropriate.
- Staff Liaison Officer, Information Officer, and Risk Management Officer positions.
- Establish news release system (Information Officer).
- Establish family inquiry system (Information Officer).

Operations

- Establish a Registration and Inquiry Centre (ESS / Red Cross).
- Support Incident Commander in defining working area, establishing control perimeter, and securing the scene for subsequent investigation (Police Branch).
- Coordinate rescue (Fire Branch).
- Coordinate routes for emergency vehicles (Police Branch).
- Coordinate traffic and crowd control (Police Branch).
- Notify hospitals of casualties, including number and type (BC Ambulance Unit).
- Establish temporary morgue (Police Branch, Coroner Unit).
- Coordinate the elimination of hazards from damaged utilities (Engineering / Utilities).
- Obtain plans/blueprints of buildings involved.

Annex B: Hazard Specific Roles and Procedures

Planning

- Consider possible major effects (Advance Planning Unit):
 - Injuries and fatalities
 - Fire
 - Trapped people
 - Involvement of dangerous goods, e.g., fuels
 - Sudden hospital requirements
 - Disruption of traffic and communications
 - Convergence of media, photographers

Logistics

- Prepare to support long-term recovery and investigation operations.
- Identify potential temporary morgue facilities (Facilities Unit).
- Consider equipment needs and sources (Supply Unit):

Fire fighting and rescue equipment	Fire / Engineering / SAR
Ambulances	BCAS / Industry / St. John
Communication Equipment	Ambulance / RCMP / Amateur Radio
Auxiliary lighting	Engineering / Utilities
Barricades	Engineering
Power cranes	Contractors
Mobile public address system	RCMP / Fire / Radio stations

Volcanic Ash Fallout

Policies

1. In the event of a major eruption, the EOC should consider an automatic level 3 response.
2. Should the operational area of this EOC not be affected, it is our policy to provide support and assistance to other areas affected as needed and requested. This may include providing resources or receiving evacuees.

Hazard Specific Checklists

EOC Director

- Notify PREOC when EOC is activated.
- Select Fire Chief or alternate as Operations Chief.
- Ensure all agency representatives contacted and requested to attend the EOC.
- Establish adequate communications and news release systems (Information Officer).
- Establish public inquiry system (Information Officer).
- Staff Liaison Officer, Information Officer, and Risk Management Officer positions.

Operations

- Coordinate the elimination of Ash from roads (Engineering Branch).
- Coordinate emergency public health facilities (Health Branch).
- Coordinate removal of ash from ventilation systems of critical buildings.
- Identify and assist people with respiratory difficulties.

Planning

- Obtain and disseminate current plume data.
- Deploy field observers to gather intelligence as soon as possible (Situation Unit).
- Consider possible major effects (Advance Planning Unit):
 - Respiratory difficulties
 - Non functioning combustion engines
 - Panic
 - Contamination of normal water supplies
 - Dangers to public health
 - Adjacent communities may be affected as well, slowing assistance
 - Losses to local economy

Logistics

- Anticipate long-term air quality problems.
- Consider equipment needs and sources (Supply Unit):

Annex B: Hazard Specific Roles and Procedures

Transportation	Road / Air carriers/ Rail carriers
Public service maintenance vehicles	Engineering / Utilities
Communication Equipment	PEP / RCMP / Ham Radio
Heavy equipment (bulldozers, etc.)	Engineering / Industry
Auxiliary lighting	Engineering / Utilities
Auxiliary power facilities	Engineering / Utilities
Medical and health supplies	Health
Food and lodging	Emergency Social Services
Tankers for potable water supplies	Utilities
Mobile public address system	RCMP / Fire

Administration

- Establish Compensation and Claims Unit and Cost Accounting Unit.

Wildfires

Policies

1. Interface fires will be managed using unified command with Incident Commanders supplied by the Ministry of Forests and the Fire Department having jurisdiction. The EOC will provide support and assistance to the Ministry of Forests and local authorities as and when requested.
2. In the event of a pure wildfire, The EOC will provide support and assistance to the Ministry of Forests as and when requested.

Hazard Specific Checklists

EOC Director

- Select Fire or alternate as Operations Chief.
- Establish link with any activated DOC/MROCs.
- Notify PREOC that EOC is established.
- Monitor that interface fire command is unified.
- Staff Liaison Officer, Information Officer, and Risk Management Officer positions.
- Establish news release system (Information Officer).
- Establish public inquiry system (Information Officer).

Operations

- Establish communication link with DOC/MROC/PREOC as appropriate.
- Determine need for evacuation through Fire Commissioner or declaration (Fire Branch).
- Notify Fire Commissioner (Fire Branch).
- Ensure Utilities are advised (Fire Branch).
- Monitor potential spread of fire and need for fire breaks (Fire Branch).
- Coordinate the evacuation of personnel, (Police Branch).
- Coordinate the evacuation of livestock (Ministry of Agriculture, Fisheries and Foods).
- Coordinate in defining working area and establish control perimeter (Police Branch).
- Secure disaster scene for subsequent investigation (Police Branch).
- Coordinate traffic control and routes for emergency vehicles (Police Branch).
- Coordinate the protection of property and relocate resources where necessary (Police Branch).
- Coordinate the elimination of hazards from damaged utilities (Engineering Branch).
- Notify hospitals of casualties (BC Ambulance Service Unit).
- Establish emergency public health facilities (Health Branch).
- Establish temporary morgue, if needed (Police Branch, Coroner Unit).
- Establish ESS (ESS Branch).

Annex B: Hazard Specific Roles and Procedures

- Staff ESS positions for possible reception centres (ESS Branch).

Planning

- Supervise damage assessment.
- Ensure risk management activities are being conducted.
- Consider possible major effects (Advance Planning Unit):
 - Injuries and fatalities
 - Fire
 - Explosions of propane tanks and other hazards
 - Damage to property
 - Collapse of buildings and other structures
 - Sudden hospital requirements
 - Release of toxic smoke, fumes
 - Disruption of traffic and communications
 - Disruption of utilities
 - Convergence of media, photographers, politicians
 - Possible need to relocate primary EOC

Logistics

- Anticipate requests for additional supplies.
- Anticipate requests for food / porta-potties.
- Consider equipment needs and sources (Supply Unit):

Fire fighting and rescue equipment	Fire / Engineering / SAR
Ambulances	BCAS/ Industry / St. John
Water tankers (street cleaners)	Engineering
Relay pumps	Engineering
Communication Equipment	Ambulance / RCMP / Amateur Radio
Auxiliary lighting	Engineering / Utilities
Blankets and food	Emergency Social Services
Mobile public address system	RCMP / Fire / Radio stations
Chemical response team	PEP / Fire / Industry

Administration

- Anticipate compensation/claims.

EOC Director

Responsibilities

The EOC Director is responsible for leading the overall recovery effort. If the response actions are substantially completed, the person filling the function of EOC Director may change to a person from a more appropriate agency or department. During prolonged recovery efforts, consideration should be given to staffing this position with a dedicated employee or contractor.

Recovery Phase

Checklist items for the EOC Director during recovery include:

- Inform and brief elected officials
- Provide leadership for policy decisions
- Issue public information releases
- Ensure safety of recovery activities

2. Operations Section

Responsibilities

This section is responsible for operations that restore the community services and utilities to normal day-to-day operations.

Recovery Phase

Checklist tasks for recovery under the Operations Section include:

- Provide building and public safety inspections
- Remove debris
- Restore medical facilities and services
- Restore government facility functions
- Demolish buildings
- Restore utilities
- Provide emergency housing

3. Planning Section

Responsibilities

This section documents and provides management with direction for recovery activities. Planning also involves consideration of long-term hazard mitigation as part of the recovery Process.

Recovery Phase

Planning Section tasks in recovery include:

- Provide documentation of response and recovery for disaster assistance
- Provide after-action reports consistent with BCERMS requirements

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- Provide direction in land use and zoning issues
- Issue building permits
- Develop alternative building regulations and code enforcement
- Review and revise the Community Plan, as needed
- Provide an action plan for recovery operations
- Prepare redevelopment plans
- Prepare recovery situation reports
- Document recovery operations
- Recommend mitigation plans

4. Logistics Section

Responsibilities

The Logistics Section is responsible during the recovery phase for obtaining resources necessary to carry out recovery operations. This includes coordination of volunteers and staging areas for heavy equipment.

Recovery Phase

Logistics Section recovery tasks include:

- Allocate office space
- Provide recovery supplies and equipment
- Provide vehicles and personnel

5. Finance/Administration Section

Responsibilities

Finance/Administration handles the community's recovery financial transactions, including the recovery of funds associated with assisting other agencies.

Recovery Phase

Recovery tasks for the Finance / Administration Section include:

- Facilitate application Process for Emergency Response Funding and Disaster Financial Assistance
- Manage public finances
- Prepare and maintain the recovery budget
- Develop and maintain contracts
- Process accounting and claims
- Collect taxes
- Manage insurance settlements
- Ensure correct PEP task number and authorization by contacting the Emergency Coordination Centre at PEP in Victoria (1-800-663-3456).

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- Complete appropriate PEP claims and task forms.
- Submit forms to PEP Regional Manager within 60 days of authorized emergency response task.

6. Guidelines and Checklists

The following guidelines and checklists provide a starting point in dealing with recovery issues:

- Damage Assessment Guidelines
- Wildland/Urban Interface fire Recovery Checklist
- Wildfire Damage Assessment Form
- Damage Assessment Summary

DAMAGE ASSESSMENT GUIDELINES

Pre-Entry Risk Assessment – Incident Commander

64. Prepare a damage assessment plan which will include the following items:
- a. Accurate map of area
 - b. cursory assessment of damage and hazards
 - c. List of environmental concerns
 - d. Photo evidence of properties
 - e. Process for issuing passes for required personnel (OFC use RCMP)

Damage Assessments

65. Agencies/personnel required to complete these assessments as per list from Pre-Entry Risk Assessment. Allowed into site with permission of OFC/Incident Commander only.

66. May include some or all of those listed below:

- a. MOF – Fire/Tree hazards
- b. RDEK – Structural integrity
- c. BC Hydro – Electrical issues
- d. Terasen – Natural Gas issues
- e. Interior Health – Health issues
- f. MOT – Road/Bridge/Other infrastructure
- g. WLAP – Environmental/Wildlife issues
- h. Telus – Communications
- i. Recorder/Photographer
- j. BC Assessment Authority
- k. Engineers (if required for Building Safety Assessment)
- l. Others _____ (as req'd)

List of things to be completed:

67. Accurate I.D. for structure location – include community, street address, map showing location, photos of damage/burnt area.
68. Completion of Wildfire Damage Assessment form by qualified assessor(s) (copy attached).
69. Post placards stating “Inspected” or “Unsafe”.
- a. “Inspected” signs (Green) – area safe and occupancy permitted
 - b. “Unsafe” signs (Red) – repairs or demolition required.
70. Complete damage assessment, summary (copies attached) and submit to OFC/EOC

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Director/Incident Commander.

71. EOC Director/OFC/Incident Commander/Grief counsellors (if required) meet with evacuees for update on properties.
72. Each agency arranges for mitigation/repairs to ensure area safe prior to evacuee return.
73. Report to EOC Director once repairs completed.

Pre-Return Risk Assessment

74. Damage assessment team visits site and verifies all issues have been addressed and area is safe for evacuees to return. Recommend rescinding evacuation order or instructions for additional works/repairs required.
75. Final report to OFC/Incident Commander who, if satisfied, will (in conjunction with ESS/EOC) rescind evacuation order. Also included will be a plan to deal with evacuees who are not able to return home due to damage/destruction of property.

WILDLAND/URBAN INTERFACE FIRE		
RECOVERY CHECKLIST		
STEPS	ACTIONS	ACTIONED BY
1.	<p>Coordinate entry into the affected area for the purpose of damage assessment</p> <ul style="list-style-type: none"> <input type="checkbox"/> Contact Office of the Fire Commissioner (250-426-1217) <ul style="list-style-type: none"> <input type="checkbox"/> Clearance into enter affected area? <ul style="list-style-type: none"> <input type="checkbox"/> No <ul style="list-style-type: none"> <input type="checkbox"/> Access on “by exception” basis <input type="checkbox"/> Yes <input type="checkbox"/> Contact the Incident Commander <ul style="list-style-type: none"> <input type="checkbox"/> Entry into the area authorized? <ul style="list-style-type: none"> <input type="checkbox"/> No <input type="checkbox"/> Yes <ul style="list-style-type: none"> <input type="checkbox"/> Unrestricted? <input type="checkbox"/> With Incident Command Personnel escorting? 	

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2.	<p>Conduct an initial examination of the affected area for the purpose of determining the scope of the damage</p> <ul style="list-style-type: none"><input type="checkbox"/> Determine method<ul style="list-style-type: none"><input type="checkbox"/> Surface tour<input type="checkbox"/> Aerial tour<input type="checkbox"/> Map study<input type="checkbox"/> Determine team composition<ul style="list-style-type: none"><input type="checkbox"/> Team Leader _____<input type="checkbox"/> Specialists _____<ul style="list-style-type: none"><input type="checkbox"/> Environmental _____<input type="checkbox"/> Health _____<input type="checkbox"/> WLAP _____<input type="checkbox"/> Utilities _____<input type="checkbox"/> Telus _____<input type="checkbox"/> BC Hydro _____<input type="checkbox"/> BC Gas (TERASEN) _____<input type="checkbox"/> Identify and map the type of primary and secondary losses:<ul style="list-style-type: none"><input type="checkbox"/> Hydro<ul style="list-style-type: none"><input type="checkbox"/> In damaged area<input type="checkbox"/> Impact on surrounding community<input type="checkbox"/> Potable Water<ul style="list-style-type: none"><input type="checkbox"/> in damaged area	
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	<ul style="list-style-type: none"> <input type="checkbox"/> impact on surrounding area/watershed <input type="checkbox"/> Gas <ul style="list-style-type: none"> <input type="checkbox"/> in damaged area <input type="checkbox"/> impact on surrounding community <input type="checkbox"/> Telephone <ul style="list-style-type: none"> <input type="checkbox"/> in damaged area <input type="checkbox"/> impact on surrounding community <input type="checkbox"/> Structures <ul style="list-style-type: none"> <input type="checkbox"/> Residential <input type="checkbox"/> Businesses 	
--	---	--

3	<p>Conduct a detailed damage assessment of the affected area for the purpose of advising property owners and determining and recording extent of damage. Document through map plots, photographic and video records</p> <ul style="list-style-type: none"> <input type="checkbox"/> Emphasis on timely availability of information to property owners <ul style="list-style-type: none"> <input type="checkbox"/> Accurately record addresses <input type="checkbox"/> Provide to EOC Planning <input type="checkbox"/> Team composition <ul style="list-style-type: none"> <input type="checkbox"/> Team Leader _____ 	
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	<ul style="list-style-type: none"><input type="checkbox"/> Structural Specialist _____<input type="checkbox"/> Environmental Specialist _____<input type="checkbox"/> Interior Health _____<input type="checkbox"/> WLAP _____<input type="checkbox"/> Utilities _____<input type="checkbox"/> Telus _____<input type="checkbox"/> BC Hydro _____<input type="checkbox"/> BC Gas (TERASEN) _____<input type="checkbox"/> Others and others and others<input type="checkbox"/> Essential Items of Information<ul style="list-style-type: none"><input type="checkbox"/> Geographic extent<input type="checkbox"/> Fatalities<ul style="list-style-type: none"><input type="checkbox"/> inform RCMP/Coroner immediately<input type="checkbox"/> Injuries<input type="checkbox"/> Households damaged<input type="checkbox"/> Businesses damaged<input type="checkbox"/> Transportation infrastructure damage<input type="checkbox"/> Utility damage	
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Annex C: Recovery Roles and Procedures

4.	<p>Inform owners of the status of their properties for the purpose of enabling them to begin planning their future actions</p> <ul style="list-style-type: none"><input type="checkbox"/> Determine release of information policy<input type="checkbox"/> Obtain current list of property owners/locations/telephones numbers form ESS<input type="checkbox"/> Secure a private location with video playback, pens, paper, folders, maps, _____<input type="checkbox"/> Consider the need for Victims Services<input type="checkbox"/> Information pamphlet<ul style="list-style-type: none"><input type="checkbox"/> insurance<input type="checkbox"/> Interior Health<input type="checkbox"/> medical services<input type="checkbox"/> social aid agencies	
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5.	<p>Take necessary steps to make safe the affected area and restore basic services for the purpose of re-introducing the property owners</p> <ul style="list-style-type: none"><input type="checkbox"/> Utilities<input type="checkbox"/> Building inspections<input type="checkbox"/> Public health<input type="checkbox"/> Danger trees<input type="checkbox"/>	
----	--	--

6	<p>Introduce property owners back into the affected area</p> <ul style="list-style-type: none"><input type="checkbox"/> Confirm clearance from the Office of the Fire Commissioner<input type="checkbox"/> Confirm clearance from the Incident Command Post<input type="checkbox"/> Obtain the RCMP Operations Plan<ul style="list-style-type: none"><input type="checkbox"/> Determine support to the RCMP requirements	
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7	76. Carry out activities to restore the affected area to complete economic and residential normalcy	
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WILDFIRE DAMAGE ASSESSMENT FORM

FIRE # _____

Building Description

1. Property Owner Name:

2. Address:

3. Property ID Number

4. Community:

5. Property Owner Contact/Phone:

6. Type of Construction:

Wood frame

Steel frame

Concrete frame

Manufactured

Masonry

Other:

7. Number of Stories Above Ground:

Below:

8. **Building Type:**

Footprint:

Damage Extent:

Main Structure footprint: _____ m x _____ m

Total Major Minor None

Outbuilding footprint: _____ m x _____ m

Total Major Minor None

Outbuilding footprint: _____ m x _____ m

Total Major Minor None

Outbuilding footprint: _____ m x _____ m

Total Major Minor None

Other footprint: _____ m x _____ m

Total Major Minor None

Estimated Dollar Loss @ \$ _____ / square meters

9. Occupancy Type:

Primary Residence

Seasonal Residence

Agricultural

Industrial

Commercial

Institutional

Government

Utilities

Other:

10. Other Losses:

Personal Loss

RV

Boat

Equipment

Other:

11. Observed Hazards:

Other Hazards:

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- | | |
|---|--|
| <input type="checkbox"/> Chimney, Parapet, or Other Falling Hazards | <input type="checkbox"/> Bridges |
| <input type="checkbox"/> Danger Trees | <input type="checkbox"/> Road Problems |
| <input type="checkbox"/> Ash Pits | <input type="checkbox"/> Fence/Cattleguard |
| <input type="checkbox"/> Open Wells or Septic Tanks | <input type="checkbox"/> Other Structures |
| <input type="checkbox"/> Propane Tanks | <input type="checkbox"/> _____ |
| <input type="checkbox"/> Downed Power Lines | <input type="checkbox"/> _____ |
| <input type="checkbox"/> Trip Hazards | <input type="checkbox"/> _____ |
| <input type="checkbox"/> Sharp Hazards | <input type="checkbox"/> _____ |
| <input type="checkbox"/> Rock Fall/Unstable slope/Landslides | <input type="checkbox"/> _____ |

11. Comments/Further Actions

Barricades needed in the following areas:

Detailed Evaluation recommended: Structural Geotechnical Other

Property Posted: No Yes "Inspected" "Unsafe"

Inspector Name:

Affiliation

Inspection Date:

Inspection Time (24 hr):

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NOTED HAZARD AND PROPOSED ACTION TO MITIGATE HAZARDS:

<u>HAZARD:</u>	<u>ACTION REQUIRED:</u>	<u>COMPLETED</u>	
		Yes	No
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Annex C: Recovery Roles and Procedures

Damage Assessment Summary

EVENT		Operational Period:	
		Number/ Percentage	Details (as necessary)
Public Property	Municipal Facilities Damaged		
	Municipal Facilities Destroyed		
	Public Facilities Damaged		
	Public Facilities Destroyed		
	Provincial Facilities Damaged		
	Provincial Facilities Destroyed		
	Federal Facilities Damaged		
	Federal Facilities Destroyed		
	Roads Damaged		
	Roads Destroyed		
	Bridges Damaged		
	Bridges Destroyed		
	Railroads Damaged		
	Railroads Destroyed		
	Water Supply Damaged		
	Sewer Damaged		
	Total Public Destruction		
Private Property	Residential Buildings Damaged		
	Residential Buildings Destroyed		
	Businesses Damaged		
	Businesses Destroyed		
	Agriculture Damaged		
	Agriculture Destroyed		
	Total Private Destruction		

Priority Repairs/Restoration: _____

Prepared by: _____

Name

Position

Time

Date

Annex D: Elk Valley / South Country Subregion Evacuation Plan

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Authority

1. Authority to implement a mandatory evacuation in the Elk Valley and South Country Subregion rests with multiple jurisdictions. This could obviously lead to confusion and duplication of effort or counter productivity. It should be noted that the Emergency Program Act states that (with a few provisos):
 - a. “a local authority is at all times responsible for the direction and control of the local authority’s emergency response”. It is critical to determine jurisdiction as soon as possible if an evacuation is contemplated. The RDEK, City of Fernie and the District of Sparwood are all “Local Authorities” under the BC Emergency Program Act.
2. To order a mandatory evacuation, a local authority must declare a “state of local emergency”, as enabled under Section 12 of the BC *Emergency Program Act*. This means, for example, if a portion of Fernie were to be evacuated; ONLY Fernie would need to declare a state of emergency. If, however the emergency is widespread and rural areas surrounding Fernie also required evacuation, BOTH Fernie and the RDEK would have to declare a State of Local Emergency.
3. In the Elk Valley and South Country Subregion, the RCMP on behalf of the Local Authority would conduct implementation of an evacuation order.
4. Not all evacuations require a declaration. In many cases it is preferable to utilize the existing statutes of other authorities and reserve declaring as a last resort. Other authorities may include:
 - a. The Provincial Government could, on the request of a local authority or on its own, declare a Provincial State of Emergency and order evacuations.
 - b. The Ministry of Health, which has considerable statutory authority under the Health Act for evacuation and restricting movement in respect to health, issues such as epidemics.
 - c. The *Forest Practices Code of BC Act* enables the removal of persons who may interfere with fighting forest fires.
 - d. The *Waste Management Act* provides the authority to evacuate persons if a dangerous goods spill poses a health hazard.
 - e. In a fire hazard or risk of explosion situation, the *Fire Services Act* provides the authority for the Fire Commissioner to evacuate a building or area.
 - f. The Canadian Food Inspection Agency has broad powers to restrict access and travel in a declared foreign animal disease outbreak.

Purpose

5. To describe the provisions that have been made and the procedures to follow to ensure the safe and orderly evacuation of people and animals threatened by a natural or man-made hazard in the Elk Valley and South Country Subregion.
6. This plan should be read in conjunction with:

- a. BC Operational Guidelines for Evacuations (2003).
- b. Justice Institute of BC Emergency Evacuations: Protective Measures (2004).

Scope

7. This Plan addresses evacuations that may be required on a large scale within the Elk Valley and South Country Subregion of the Regional District of East Kootenay.
8. Specific City of Fernie evacuation procedures are detailed at Appendix 1.

Situation

9. Removing people from their homes and livelihoods must not be taken lightly. People will already be under duress during an emergency; however, public safety must be considered first. It is a delicate balancing act.
10. The Elk Valley and South Country Subregion is faced with a number of hazards that may require the evacuation of people and livestock. The subregion has required evacuations in the past in the Fernie area.
11. The main hazards include:
 - a. Dangerous goods spill, road, rail or fixed facility.
 - b. Fire, both structural and interface.
 - c. Flooding.
12. Evacuation involves the process of removing persons and/or animals from an area that is, or may become dangerous in the near future. Depending on the nature and scope of the event, evacuations may affect a wide range of geographic locations, from isolated buildings to the entire subregion. The questions posed by an evacuation are similar to those a journalist faces: Who, What, When, Where, Why and How.
13. Evacuation planning typically addresses the following emergency objectives:
 - a. Decide whether the exposed population is more effectively protected by sheltering – in – place or evacuating.
 - b. Develop an incident Action Plan based on the type of threat, population, time, weather, communications, response resources and capabilities.
 - c. Develop notification and instructional information for persons within the threatened area.
 - d. Expedite the evacuation of persons from hazardous areas, control evacuation traffic and provide adequate means to transport people without vehicles.
 - e. Institute access control measures to prevent unauthorized persons from entering evacuated areas.
 - f. Provide sufficient resources.
 - g. Monitor the evacuation plan and make changes as conditions warrant.

14. There are three types of evacuation:
- a. Mandatory Evacuation – Individuals must evacuate areas when an imminent threat to life and property exists.
 - b. Precautionary Evacuation – This level of evacuation often involves a recommendation to persons within a hazard area that a threat to life and property exists, or that a particular population is at risk, such as people with respiratory illness, children, or elderly. Individuals issued this type of warning are not required to evacuate but evacuation of that class of at risk individuals is strongly recommended.
 - c. Voluntary Evacuation – This level of evacuation is conducted during limited potential emergency conditions. Evacuation is encouraged but not required.
15. In some incidents such as the release of toxic gases, residents in a hazardous area are better to seek shelter in place. Authorities may advise residents to remain inside and seal the building (shutting down heating and air conditioning). This gives immediate protection and should only be considered for a short duration.

Planning Assumptions

16. There are many unknowns that occur during major emergencies and no two emergencies are ever alike. There are however, a number of recurring themes that evacuations around North America have demonstrated:
- a. Most hazards provide sufficient warning time to implement a planned evacuation.
 - b. Spontaneous/voluntary evacuation will occur when there is sufficient warning of a threat - between 5 and 20 % will evacuate before being ordered.
 - c. Some people will refuse to evacuate regardless of threat.
 - d. Some pet owners will refuse to evacuate until arrangements are made for their pets.
 - e. Approximately 20 % of evacuees will require congregate care shelter.
 - f. Commercial transport will be available under a declaration of a state of emergency.
 - g. Standard evacuation routes may be established for specific seasonal hazards.
 - h. Evacuation during NO notice emergency situations will be on an ad hoc basis, based on direction of the on-site incident commander.

Hazards

Dangerous goods

17. The Elk Valley and South Country Subregion has a large quantity of dangerous goods transported through its jurisdiction by both road and rail. Due to the

Annex D: Elk Valley / South Country Subregion Evacuation Plan

topography of the Rocky Mountain Trench, the transportation routes parallel or transect almost all of the large population areas. There are also a number of Liquefied Petroleum Gas and bulk fuel storage facilities located adjacent to or in populated areas that pose a risk.

18. Evacuations as a result of dangerous goods release can be categorized in two ways:
 - a. Immediate, life threatening. This condition usually results from a catastrophic event such as a rail car derailment, tanker truck accident or failure of a storage vessel. These events require immediate action by the Incident Commander (IC) before statutory authority may be obtained. Actions should include isolation, identification, evaluation and evacuation.
 - b. Delayed/precautionary, health risk, possibly life threatening. This condition is often one that puts the I/C in a difficult position. It usually results from a spill of an unknown product in an unknown amount that may threaten downwind, down hill populations.
19. There are two strategies to follow in a dangerous goods release:
 - a. Evacuate the population at risk. Obviously the product must be identified correctly for issues such as lighter/heavier than air, reactivity with water, etc. Actions involve evacuating upwind, uphill in most cases.
 - b. Shelter in place. In some instances it may be safer to have the population at risk shelter in their homes or businesses. Actions may involve advising residents to remain inside and seal the building (shutting down heating and air conditioning). This gives immediate protection and should only be considered for a short duration.
20. The highest risk for dangerous goods release is in the Michel/Natal, Hosmer and Elko areas. Other areas of concern include the Grasmere and Roosville area. An incident along these corridors could cut off the main evacuation routes and require use of alternates. Secondary areas of concern include Sparwood north and the Fernie Resort development above Highway 3.
21. The City of Fernie has a large quantity of dangerous goods transiting the city by road and rail. Generally speeds are low within the city boundary reducing the risk of a spill. However, the risk of a spill due to collision, vehicle versus vehicle or train versus vehicle exists to pose a hazard.
22. The BC Waste Management Act provides the Ministry of Water, Land and Air Protection the authority to evacuate persons if a dangerous goods spill poses a health hazard. If this Act is not employed then a declaration of a local state of emergency is required.

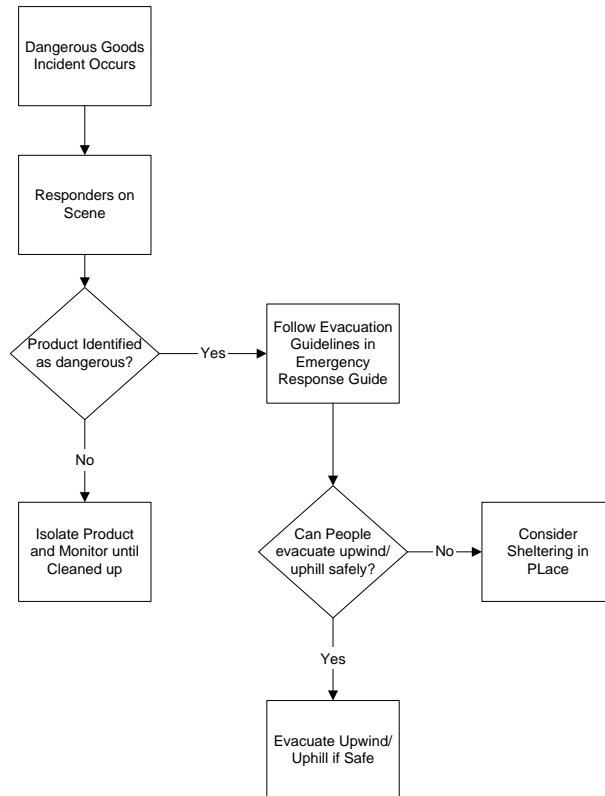


Figure 1. Dangerous Goods Evacuation Decision Tree

Flooding

23. The Elk Valley and South Country have a few areas that are prone to flooding. Primary areas of concern include:

- a. Hosmer (both from Elk River and 2-3 smaller drainages including Hosmer Creek).
- b. West Fernie and the City of Fernie (both from the Elk River, and numerous seasonal creeks from the hillsides above).
- c. Cokato (both for Elk River and 3 creeks & numerous smaller drainages).
- d. Corbin (while few people live there, Michel Creek has a history of catastrophic floods).
- e. Jaffray (low lying areas around Little and Big Sand Creeks).
- f. Dickens Road area (many small creeks and seasonal flows).

24. Areas of lesser concern are the community of Newgate, Flathead and some of the more remote locations (some of the creeks along the access roads flood occasionally, cutting off access for several days).

25. Evacuations as a result of flooding may often be anticipated well in advance of the requirement if an effective monitoring program is in place. Normally, lakes are observed to be approaching full pool and rivers before overtopping and this provides time to conduct evacuations. On occasion, severe storm cells or dam breaches can

Annex D: Elk Valley / South Country Subregion Evacuation Plan

cause flooding in a very short time span.

26. A phased approach to flood evacuations should be based on the following:
- a. Phase 1: Conditions may exist to create flooding in known areas that are prone.
 - b. Phase 2: Conditions do exist to cause flooding; evacuation planning should commence.
 - c. Phase 3: River gauges and flood forecasts from the Ministry of Water, Land and Air Protection indicate imminent flooding, evacuations should take place.
 - d. Phase 4: Cresting is occurring and low-lying areas are awash. Evacuations underway.
27. There is no statutory authority vested in any agency or jurisdiction to cause an evacuation due to flooding. Either the local government or the province must declare a state of emergency to cause an evacuation to occur.

Fires

28. Probably the highest risk facing the Elk Valley and South Country Subregion is the threat of wildfire. Historically, major fires have threatened the Fernie area resulting in significant damage. There is virtually no area that is free from this threat. Voluntary and precautionary evacuations may be required on a relatively frequent basis due to smoke issues for people with respiratory difficulties. Wildfire evacuations are similar to dangerous goods evacuations in that they may be classed in two broad categories:
- a. Immediate, life threatening. Wildfires can move at tremendous speeds and demonstrate erratic behaviour as they create their own weather. The IC must react quickly and decisively. Fortunately, the BC Forest Service has the statutory authority and experience to quickly organize “tactical” evacuations. This is often done in concert with the Office of the Fire Commissioner who also has statutory authority.
 - b. Delayed, respiratory difficulties, wind changes. Voluntary and precautionary evacuations are sometimes conducted when the smoke is posing a health threat or the potential for aggressive fire behaviour is determined by the experts. These types of evacuations can often be anticipated and an orderly evacuation conducted.
29. City of Fernie structural fires affecting an entire block are similar in dynamics to the immediate, life threatening type of wildfire. The IC again must take decisive action; however, the IC must contact the Office of the Fire Commissioner for statutory authority as soon as is practicable.

Landslides and Avalanches

30. While not an extreme threat, landslides and avalanches do pose a concern especially along the Highway 3 corridor from the Alberta border to Elko. Landslides and avalanches very seldom give advance notice of failure and only in areas with geo-technical monitoring is it possible to provide precautionary evacuation notice. Similar to flooding, there is no agency with statutory authority to cause an evacuation due to a landslide.

Other Hazards

31. While certainly there are other hazards facing the Elk Valley and South Country, the above represents the most likely to occur. Other hazards may include:
- a. Prolonged power failure
 - b. Severe weather
 - c. Ground water contamination

Concept of Operations

32. Identification of the requirement for an evacuation is normally done by the IC at the site of the emergency. Once it is determined that a voluntary, precautionary or mandatory evacuation is in the best interests of the public, the I/C should immediately contact the EOC.
33. The specific responsibility for coordination of large scale evacuations is the Evacuation Unit in the Police Branch of the Operations Section. Execution of the evacuation is ordinarily under the direction of the IC.
34. The following sections of this Plan will detail the public warning process, routes, destinations of evacuees and checklists for the Evacuation Unit.

Implementation

35. When it is determined that an evacuation is required, the warning must be timely and accurate. While the main concern is the preservation of life, those displaced from their homes or businesses may be experiencing inconvenience, anxiety and fear.
36. Regardless of who orders an evacuation, this Plan follows the provincial standard of a three-staged evacuation process.

Stage 1 Evacuation Alert

37. A consistent format and process will be used to alert the population at risk of potential need for evacuation. The alert highlights the nature of the danger and that people should be prepared to evacuate the area. This Evacuation Alert may allow for the population at risk to begin an orderly preparation to voluntarily leave the affected area, within a specified time frame. However, the reality of the situation may require immediate action with very short notice. The Alert may be used for a voluntary or precautionary evacuation.

Stage 2 Evacuation Order

38. The population at risk is ordered to evacuate the area specified in a formal written order. This is an order and as such does not allow for any discretionary decision on the part of the population at risk. They must leave the area immediately.
39. A statement must be included in all bulletins, pamphlets, warnings and orders that make it very clear to all that while the evacuation order is in effect, the area in question will have controlled access and a pass may be required to regain access. This is a mandatory evacuation.

Stage 3 All Clear

40. The population at risk is allowed to return to the area previously evacuated, having been advised that the danger has passed. There is the possibility that the danger may re-manifest itself and the Evacuation Alert or Evacuation Order might need to be reissued.

Responsibilities

41. Once the request or order for an evacuation has occurred and the affected public has been informed of the routes to take, check-in requirements and reception centres, the task of executing the evacuation directions takes place.
42. The majority of evacuation operations are recommended/ordered by the IC and executed by the RCMP at the scene of the emergency. They are supported by the ESS organization if displaced people are required to be housed. An example of this might be a large apartment complex is razed and a number of families need food, clothing and shelter on a temporary basis. This is often accomplished by an Evacuation Group, headed by the RCMP in the Operations section of an ICS organization.
43. In a larger incident, such as a major wildland –urban Interface fire, the ICS organization might include an Evacuation Branch again headed by the RCMP. This would still be supported by the ESS organization and the EOC.
44. An alternative, occasionally employed for precautionary evacuations, is to coordinate the evacuation from the EOC. If this method is chosen, the Evacuation Unit in the Police Branch of the Operations Section is the implementing body.
45. Regardless of who or how an evacuation is implemented, the responsibility for the care and sheltering of evacuees and the opening of Reception Centre (s) belongs to the ESS Director who may be located at the EOC.

Evacuation Unit Coordinator

46. Activation Phase

- a. Report to EOC, receive briefing from Police Branch Coordinator.
- b. Establish Unit, liaise with Situation Unit, obtain maps of incident area.
- c. Review all non-evacuation options and present to Branch Coordinator.
- d. Determine need for voluntary, precautionary or mandatory evacuation. Based on decision, prepare Alert or Order for management.
- e. Ensure all agencies consult prior to evacuation. Ensure that all stakeholders fully understand the situation and ramifications.
- f. Ensure evacuation routes, Traffic Control Points, access control and reception centres are in place and ready to commence operations.
- g. In conjunction with the Information Officer, establish and announce a telephone number for evacuees to call for information.
- h. Follow the Generic EOC Activation Phase checklist.

47. Operational Phase

- a. Announce evacuation decisions (boundaries and routes).

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- b. Commence evacuation.
- c. Ensure distribution of Emergency Evacuation Notices to public and media outlets.
- d. Ensure evacuation personnel are briefed on routes, access and reception centre locations.
- e. Ensure adequate numbers of tow trucks and ambulances staged along evacuation routes.
- f. Track numbers of evacuees and any injuries.
- g. Track and locate on map any people refusing to evacuate. Ensure Operations and Situation Unit is notified.
- h. Keep Information Officer informed of progress and any changes.
- i. Ensure Unit Log and other pertinent information is recorded.
- j. Consider need for critical incident stress debriefing for displaced population.
- k. Provide ESS Director with current information to be passed to evacuees regarding status of evacuation and possible re-entry times.
- l. Determine limited access and re-entry issues.
- m. Ensure security is provided in evacuated area.
- n. Ensure damage in evacuated area is documented.
- o. Provide ESS Director with re-entry instructions once approved by the EOC Director for distribution to media and Reception Centres.
- p. Prepare and distribute All Clear once authorized by management.
- q. Assist evacuees with their return to evacuated area.

48. Demobilization Phase

- a. Follow the Generic EOC Demobilization Phase checklist.

Notifications

- 49. The Elk Valley and South Country Subregion Emergency Coordinator shall be notified whenever any evacuation is anticipated or implemented.
- 50. The Emergency Social Services (ESS) Director shall be notified whenever an evacuation is anticipated or implemented.
- 51. If sheltering is actually needed, the Director will open the designated reception centres or group lodging facilities.
- 52. If an evacuation is anticipated, imminent or initiated, the Emergency Coordinator shall ensure that the senior affected jurisdictions officials have been alerted.
- 53. The Emergency Coordinator shall notify PEP if an evacuation is anticipated, imminent or initiated.

Alerting the Public

- 54. The method of alerting the public will be dependent upon the time available, hazard area, and resources available.

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55. Options to consider include:

- a. Personal contact. General estimate of personnel required.
 - Single family dwelling – 2 people per block.
 - Small apartment building – 2 people per building.
 - Large apartment building – 2 people per floor.
- b. RCMP, fire, public works and search and rescue vehicles using public address systems.
- c. The following radio stations should be provided with a copy of the Public Messaging Form on an as needed basis and kept updated frequently:
 - CKEK (Cranbrook)
 - CKKR (Cranbrook)
 - “The Drive” (Cranbrook)
 - CBC (Kelowna)
- d. Cable TV interrupts.
- e. Telephone systems – manual or automatic dialling systems, non-dialling/office based systems utilizing Kinsmen, Rotary or other available resources.
- f. Outdoor alerting systems such as old air raid warning sirens.

Evacuation Routes

56. While evacuation routes may be pre-designated, the safest routes may have to be selected at the time of the incident. The IC will normally designate the best routes for evacuation from the threatened area. It is the responsibility of the Planning Section in cooperation with the Evacuation Unit to plan evacuation routes at the direction of the EOC Director if pre-designated routes do not apply.

57. Notification of changes in the selected routes will be made to the EOC Information Officer, and ESS Director and field personnel.

58. Pre-designated routes in the Elk Valley and South Country Subregion include:

- a. Highway 3/43 (Primary).
- b. River Forestry Road (Secondary, requires signage).

59. Large size evacuation route signs should be placed along the designated routes.

60. Evacuation routes for the City of Fernie are at Appendix 1.

61. Alternatives to road evacuation include:

- a. Elk Valley Regional Airport (Sparwood).
- b. Elko air strip.
- c. Rail.

Traffic Control Points

62. Traffic controls should be established at key intersections and at access control

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points to major evacuation routes as needed. In some cases, it may be necessary to control traffic on other routes to minimize the impact on the evacuation traffic. Traffic control points will be designated by the RCMP. Intersections to consider are:

- a. Hwy. 3 @ Wardner-Fort Steele Road.
- b. Hwy. 3 @ Jaffray-Baynes Lake Road.
- c. Hwy. 3 @ Hwy. 93.
- d. Jaffray-Baynes Lake Road @ Kikomun Road.
- e. Hwy. 93 @ Jaffray-Baynes Lake Road.
- f. Hwy. 3 @ Elko (existing road closure sign).
- g. Hwy. 3 @ Morrissey.
- h. Hwy. 3 @ Fernie Ski Hill Road.
- i. Hwy. 3 @ Fernie Chamber of Commerce (East of Fernie, existing road closure sign).
- j. Hwy. 3 @ Hwy. 43.
- k. Hwy. 3 @ Harmer Gate or access to Elkview Coal (overhead open/closed sign).
- l. Hwy. 3 @ Sparwood Weigh Scales (drop down gate).

63. Each traffic control point should have a minimum of one tow truck equipped with fuel to assist stranded motorists or to remove disabled vehicles. If possible, an ambulance should also be assigned to the traffic control point.

Assembly Areas

64. If public transport is to be used, an assembly area should be designated for people to report to. Assembly Areas will be determined based on the type and location of the emergency. Assembly Areas are as follows:

- a. Jaffray Community Hall.
- b. Baynes Lake Community Hal.
- c. Grasmere Pioneer Hall.
- d. Hosmer Community Hall.

65. City of Fernie assembly points are designated at Appendix 1.

Transportation

66. Experience has demonstrated that most evacuees utilize their own personal transportation during an evacuation. The average vehicle occupancy is four persons.

67. Research approximately how many autos per lane per hour can be accommodated on designated routes.

68. Consider the requirement for and sourcing of mass transportation.

Security

69. As an area is being evacuated, access controls must be established. Security may be obtained by establishing staffed Access Control Points and barricades at key

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locations around the perimeter.

70. The objectives of Access Control are to:

- a. Provide a controlled area from which an emergency evacuation will take place and prevent entry by unauthorized persons.
- b. Protect lives by controlling entry into hazard area.
- c. Maintain law and order in the hazard area.

71. Specific criteria for allowing entry into closed areas will be established for each incident:

- a. No Access – Prohibits the public from entering the closed area. Authorized personnel are the only ones allowed access (i.e. local, provincial work as required). Media representatives will be allowed access on a controlled basis.
- b. Limited Access – Allows persons into closed areas according to access criteria established by the IC. Entry criteria should define the persons who will be allowed and whether motor vehicles are allowed. A log of all vehicles/people entering the area will be kept at each point and forwarded to the Situation Unit.

72. Staffing of Access Control Points should be assigned by the RCMP and may include members of:

- a. Range Patrol.
- b. C.O.P.S.
- c. SAR team.
- d. Highways contractors.

Refusals

73. In every evacuation, voluntary, precautionary or mandatory, there will be people who refuse to leave their homes. This situation is best dealt with on a case by case basis; however, it should be noted that in BC, people have not historically been removed forcibly from their homes.

74. One method for dealing with refusals is to instruct the evacuation personnel to do the following:

- a. Inform the person of the extent of the risk to their health or life.
- b. Ask them to sign a refusal form listing their next of kin for notification.
- c. Provide them with evacuation route information and contact numbers should they change their mind.

75. Ensure that the Evacuation Unit Coordinator and the Situation Unit Leader are aware of the location and number of people refusing to evacuate. This information must be plotted on a map at the Incident Command Post and/or the EOC for immediate reference.

76. Various other methods may be available to the RCMP to remove people. For example, if a person's presence endangers an operation or endangers the lives of children.

77. Evacuation personnel should deliver the above in as empathetic a manner as possible, recognizing the extreme duress the victims are in.

Special Provisions

78. Tourists, special needs residents, school children and agriculture operations in the Elk Valley and South Country Subregion require special provisions during an evacuation.

79. There is one senior's complex located in Jaffray. Pine Wood Manor has 10 units and is located at 7205 Rosen Lake Road.

80. City of Fernie hospital, schools, and seniors' facilities are identified at Appendix 1.

81. Under various provincial statutes, it is the responsibility of the local health authority to provide emergency services to this population. The role of the Elk Valley and South Country Subregion Rural Emergency Program is to coordinate with, keep informed and support the local health authority if they require assistance.

People with Disabilities

82. Some considerations for assisting people with disabilities during a disaster include:

- a. People with disabilities often need more time than others to make necessary preparations in an emergency.
- b. The needs of older people often are similar to those of persons with disabilities.
- c. Because disaster warnings are often given by audible means such as sirens and radio announcements, people who are deaf or hard of hearing may not receive early disaster warnings and emergency instructions.
- d. Some people who are blind or visually-impaired, especially older people, may be extremely reluctant to leave familiar surroundings when the request for evacuation comes from a stranger.
- e. A guide dog could become confused or disoriented in a disaster. People who are blind or partially sighted may have to depend on others to lead them, as well as their dog, to safety during a disaster.
- f. In most cases, guide dogs should be allowed to stay in reception centres with owners.
- g. People with impaired mobility are often concerned about being dropped when being lifted or carried. Ensure that evacuation personnel know the proper way to transfer or move someone in a wheelchair.
- h. Some mentally challenged people may be unable to understand the emergency and could become disoriented or confused about the proper way to react.
- i. Many respiratory illnesses can be aggravated by stress. In an emergency, oxygen and respiratory equipment may not be readily available.
- j. People with epilepsy, Parkinson's disease and other conditions often have very individualized medication regimens that cannot be interrupted

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without serious consequences. Some may be unable to communicate this information in an emergency.

School Board

83. A School District representative should be contacted and requested to attend the EOC if evacuations involve school children.

Livestock

84. The basic responsibility for livestock protection rests with the individual producers and livestock owners who should have their own emergency plans in place to ensure that their exposure to loss is appropriately reduced. However, the Emergency Program Act vests some responsibilities with local government if a State of Local Emergency is declared.

85. Specifically, a local government may “cause the evacuation of persons and the removal of livestock, animals and personal property from any area of the local government’s jurisdiction that is or may be affected by an emergency or a disaster and make arrangements for the adequate care and protection of those persons, livestock, animals and personal property.”

86. Because of this power granted under a declaration, the Elk Valley and South Country Subregion Rural Emergency Program must be prepared to work in conjunction with several stakeholders.

87. Livestock evacuation is based on the same premise as that for people. If time allows, the three stages, Alert, Order and All Clear will apply. The livestock Alert level may precede that of people due to the loading and transport times required.

88. The following are some livestock evacuation checklist items:

- a. Conduct meeting of farming community and explain current situation.
- b. Determine if livestock producers not directly at risk have a good stock of supplies, auxiliary power and fuel in case of isolation or loss of power utilities.
- c. Request volunteers to stand on a livestock evacuation committee representing farming, livestock and horse sectors.
- d. Develop information about livestock by numbers, type and location.
- e. Examine possible evacuation routes for livestock and determine availability of truck liners, portable chutes and alternative forms of transportation vehicles.
- f. Determine insurance and liability exposure for volunteer vehicle movements of livestock.
- g. Determine most appropriate locations for stock to be moved to as well as food and water requirements.
- h. Determine fencing requirements.
- i. Determine milking parlour availability for lactating cows.
- j. Determine if any empty barns or farms in the non-affected area that can be utilized on a temporary basis.

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- k. Determine possible locations that could house horses that require barns and stalls.
- l. Develop roster of farm help that could assist with stock movement.
- m. Ensure that large animal veterinarian services are available and are capable of assessing bio-security needs.
- n. Establish contact with milk collectors/processors for specialized, mobile or long hour milking parlour operations and product pickup.
- o. Develop maps indicating animal numbers, locations and probable priorities for evacuation.
- p. Establish liaison with Ministry of Agriculture and Canadian Food Inspection Agency.
- q. Identify reluctant livestock owners and ensure they are fully conversant with risk and probable impact (s). Document all contacts carefully.
- r. Ensure contact with SPCA and confirm their role with respect to abandoned animals if any found.
- s. Ensure livestock transport appropriately managed and organized to not impede human evacuation.
- t. Initiate and coordinate animal rescue operations if necessary, safe and practical.

Languages

89. The predominant language used in the Elk Valley and South Country Subregion is English. However, the increasing tour bus industry is creating the possibility of significant numbers of non-English speaking people that may require assistance. The RCMP has a translation service available.

Reception Centres

90. Reception Centres are located at:

- a. Fernie.
- b. Kimberley.
- c. Cranbrook.
- d. Municipality of Crows Nest Pass.

Supplies

91. In addition to regular emergency response supplies, the following specific items should be maintained in inventory or available at short notice from rental vendors:

- a. Pre-printed Alert, Order, All Clear, Shelter in Place and Evacuee Instructions.
- b. Evacuation route signage including all weather posters and sandwich boards.

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- c. Trained highway Flagger and additional cones, flashlights and other traffic control devices.
- d. High visibility vests and hardhats.

Maps

92. Evacuation route maps and zones are contained in the EOC.

Forms

93. Forms relevant to evacuations follow:

- a. Evacuation Alert
- b. Declaration of a State of Local Emergency
- c. Evacuation Order
- d. Declaration of All Clear
- e. Instructions to Evacuees
- f. Public Information Messaging
- g. Shelter-In-Place Instructions
- h. Evacuation Plan Worksheet

EVACUATION ALERT

This **EVACUATION ALERT** is a notification of the **POTENTIAL** danger which might arise due to a _____

in your area. The reason evacuation alerts are issued is to provide residents the time needed to prepare to leave this area with very short notice. You may also choose to leave at this time on a voluntary basis.

This alert may be followed by an immediate order to evacuate, with more updated information on the conditions. When an evacuation order is issued you must leave your home immediately.

You will find attached to this **EVACUATION ALERT**:

1. Evacuation route map and instructions which you must follow in the event that this **EVACUATION ALERT** is followed by an **EVACUATION ORDER**.
2. A telephone number for you to call in the event that you need transportation from the area.
3. Location of the Reception Centre.

Signature

Name of the Local Authority

DECLARATION OF A STATE OF LOCAL EMERGENCY

ORDER

WHEREAS _____
[description of hazard and emergency]

in _____;
[description of area]

AND WHEREAS _____;
[explanation of on-going or imminent threat to life or property]

AND WHEREAS this _____
[description]

emergency requires prompt coordination of action or special regulation of persons or property to protect the health, safety or welfare of people or to limit damage to property;

NOW THEREFORE:

IT IS HEREBY ORDERED pursuant to Section 12 (1) of the *Emergency Program Act* (RS, 1996, Chap 111) that a state of emergency exists due to _____

[short hazard description]

and _____
[short consequence statement]

in _____;
[area description]

IT IS FURTHER ORDERED THAT the _____,
[local authority]

its employees, servants and agents are empowered pursuant to Section 13 (1) of the *Emergency Program Act* to do all acts and implement all procedures that are considered necessary to prevent or to alleviate the effects of the emergency.

ORDERED by the _____
[local authority or head of local authority]

this ____ day of _____, 20____.

Signature [head of local authority]

EVACUATION ORDER

Date: _____

The _____
[Authority]

has been advised of the imminent danger of _____

to the life and property of persons resident or present in _____

_____.
[specific description of area with detail]

Based on this information, an order pursuant to _____
[cite the Authority]

to evacuate these areas has been authorized in the interest of life safety at _____

_____ hours.
[time]

**Other agencies will be expediting this action in these areas on behalf of the
Authority issuing this Order as first cited above.**

FOLLOW THE TRAVEL ROUTE PROVIDED

YOU MUST LEAVE THIS AREA IMMEDIATELY

Signature

Name of the Local Authority

Legislation

THE POLICE WILL ENFORCE THIS EVACUATION ORDER

DECLARATION OF ALL CLEAR

Date: _____

The _____
[Authority]
has been advised that the imminent risk of danger to life and properties in your area has diminished at this time.

The evacuation order, pursuant to _____
(cite the Authority)
is therefore terminated.

An Evacuation Alert/Order may need to be reissued; however, if that is deemed necessary the process will re-commence.

Signature

Name of the Local Authority

Legislation

INSTRUCTIONS TO EVACUEES

1. Stay calm.
2. Gather your family; take a neighbour or someone who needs help.
3. If evacuation is an alert, take essential items (diapers, baby food, clothes, and money). Leave a message on the door.
4. If evacuation is an order, take critical items (medicine, purse, wallet, and keys) only if they are immediately available. Take pets in pet kennels or on leash.
5. Turn off appliances (stove, light, and heaters).
6. Do not use more cars than you have to. Car pool if possible.
7. Do not use the telephone unless you need emergency service.
8. Go immediately to the home of a friend or relative outside the evacuation area, or to a Reception Centre located at: _____
_____.
9. Emergency Response Workers will be stationed at intersections along the way to direct you.
10. If you need transportation, call: _____ or
_____.
11. Children attending the following schools will be evacuated to:

School	Evacuation Location

12. Do not drive to your child's school. Pick your child up from the authorities at the shelter.
13. Keep the windows and vents in the car closed.
14. Other: _____.

An Evacuation Map is shown on the reverse

PUBLIC INFORMATION MESSAGING

This is _____
Rank/Title *Name*

From the _____
Agency/Department

A _____
size/intensity *incident*

_____ *has occurred/is occurring* _____ *in* _____ *location*

Because of the potential danger to life and health _____
the authority

_____ *has/have* _____ *ordered/recommended* everyone within _____
_____ *blocks/kilometres/metres*

of that area to _____
evacuate/shelter-in-place _____ *immediately/as soon as possible*

If you are in following areas, you _____
must/should *leave the area/get inside a building*

This message will be repeated. Specific instructions and locations will be given

If you are in the following areas, you _____
must/should *leave the area/get inside a building*

_____. The areas involved are as follows:
immediately/as soon as possible

_____ <i>North/South/East/West</i> <i>point</i>	_____ <i>Location: street, highway or other significant geographical</i>
_____ <i>North/South/East/West</i> <i>point</i>	_____ <i>Location: street, highway or other significant geographical</i>
_____ <i>North/South/East/West</i>	_____ <i>Location: street, highway or other significant geographical</i>

SHELTER-IN-PLACE INSTRUCTIONS

1. Get inside your home or other building as quickly as possible.
2. Close all doors, windows, fireplaces, vents or other openings. Use duct tape, foil or plastic wrap to seal leaks.
3. Turn off all heating, ventilation and air conditioning systems. Close vents.
4. Close drapes, curtains and shades. Stay away from external windows.
5. Use stairwells whenever possible. Limit the use of elevators.
6. Use telephones only if you need immediate emergency service.
7. Turn on the radio or television for information.

8. The hazardous material is toxic. The signs and symptoms of overexposure are as follows: _____

9. If you have any of these signs or symptoms, seek medical help outside the evacuation area or at the medic station located at:

Evacuation Plan Worksheet

Threat Information					
Threat		Details			
Fire					
Flood					
Hazardous Materials					
Landslide					
Impact		Details			
Life Safety					
Environmental					
Other					
Comments					
Population/Location					
Population Size – Numbers of		Persons:		Animals:	
Density		<input type="checkbox"/> High	<input type="checkbox"/> Medium	<input type="checkbox"/> Low	
Type		<input type="checkbox"/> Residential	<input type="checkbox"/> Commercial	<input type="checkbox"/> Industrial	
Special Considerations					
Type	Yes	No	Type	Yes	No
Jails			Transportation Available		
Schools			Different Languages Spoken		
Hospitals			Hearing/Sight/Mobility Impaired		
Population Indoors (shut-ins)			Transients		
Shelters Available			Familiar with the area		
Location/Distance (Plot on Map)					
Distance from incident to population:		<input type="checkbox"/> metres		<input type="checkbox"/> kilometres	
Direction threat is from population:		<input type="checkbox"/> North	<input type="checkbox"/> South	<input type="checkbox"/> East	
		<input type="checkbox"/> West			

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The terrain is:	<input type="checkbox"/> Flat	<input type="checkbox"/> Moderately Sloped	<input type="checkbox"/> Steep	<input type="checkbox"/> Very Steep
Available Evacuation Routes:				
Comments:				
Hazardous Material Conditions				
Condition:	<input type="checkbox"/> Contained	<input type="checkbox"/> Not Contained	<input type="checkbox"/> Controlled	<input type="checkbox"/> Uncontrolled
	<input type="checkbox"/> Continuous	<input type="checkbox"/> Not Continuous	<input type="checkbox"/> Stable	<input type="checkbox"/> Unstable
Description:	<input type="checkbox"/> Puff	<input type="checkbox"/> Pool	<input type="checkbox"/> Plume	<input type="checkbox"/> Other
Location:	<input type="checkbox"/> Ground Level	<input type="checkbox"/> Elevated	<input type="checkbox"/> Accessible	<input type="checkbox"/> Inaccessible
Temperature:	Ambient Temp.:	On Fire:	Heated:	Cooled:
Refer to the Hazardous Materials Data Sheet for more Information				

Time					
When Threat is likely to Occur:	Time:		Date:		
Time Threat Will Last:	Hours:	Days:	Weeks:		
Rate					
Rate of Threat/Release	<input type="checkbox"/> Rapid	<input type="checkbox"/> Moderate	<input type="checkbox"/> Slow	<input type="checkbox"/> Stopped	<input type="checkbox"/> Unknown
Rate of Threat Movement	<input type="checkbox"/> Rapid	<input type="checkbox"/> Moderate	<input type="checkbox"/> Slow	<input type="checkbox"/> Stopped	<input type="checkbox"/> Unknown
Will Contact Population in:	Minutes:		Hours:		Days:
Greatest Threat will Occur in:	Minutes:		Hours:		Days:
Time Needed for Implementing Protective Actions					
Action	Minutes		Hours		
Deploy Response Personnel					
Develop Message					
Give Public Warning and Instructions					
Public Mobilization and Travel Time					

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Special Needs for Mobilization and Travel Time					
Time Needed for Environmental Monitoring					
Comments:					
Communications					
Communicate with public	Yes	No	Communicate with responders	Yes	No
Able to warn public?			Able to communicate with all agencies?		
Able to warn Institutions?			Able to communicate with media?		
Able to warn transients?			Able to communicate with mutual aid?		
Able to warn hearing impaired?			Able to use phone system?		
Able to instruct and update?			Able to use outdoor alerting?		
Comments:					
Resources and Responder Capabilities					
Mobilize Needed Specialized Resources	Yes	No	Communicate with Responders	Yes	No
Able to mobilize existing resources?			Able to stop the threat?		
Able to mobilize additional resources?			Able to direct/control threat?		
Able to obtain specialized resources?			Able to neutralize the threat?		
			Able to identify the material?		
Comments:					

General

1. Every evacuation is, of necessity, a unique event and requires detailed planning at the time to make it a success. To assist in planning, the City of Fernie is divided into zones from F1 to F14. For each zone, routing and resource planning figures are provided as a guide to detailed planning.
2. Due to the proximity of rural Zones 1, 2 and 9 to the city, they are included in this appendix.

Assumptions

3. Population and dwelling figures are derived from City of Fernie Assessment Authority data and is based on the criteria of 2.6 persons per dwelling.
4. It is assumed the primary method of alerting the public will be through personal contact under the direction of the RCMP. The following guidelines are used to estimate resources required:
 - a. Single family dwellings in a square block setting – 2 people per block.
 - b. Single family dwellings in a spread out subdivision – 1 person for each 50 dwellings
 - c. Small apartment building – 2 people per building.
 - d. Large apartment building – 2 people per floor.
5. It is assumed one RCMP officer (or designate) will be located at each access control point. Other streets will be blocked with standard barriers appropriately signed.
6. It is assumed the RCMP have a marking strategy to identify:
 - a. Homes notified.
 - b. Homes where there was no answer at the door and messages left
 - c. Homes where occupants refuse to vacate.

Zone F1

Type: Residential Population / Dwellings: 1648 / 634
Special Populations: <ul style="list-style-type: none"><input type="checkbox"/> Max Turyk Elementary School; xx Staff / xx Students<input type="checkbox"/> Confirm the School District is capable of relocating students
Evacuation Routing: <ul style="list-style-type: none"><input type="checkbox"/> Park Avenue north and then to designated ESS Reception Centre<input type="checkbox"/> Mt McLean Drive east and then to designated ESS Reception Centre
Exit / Re-entry Control Points: <ul style="list-style-type: none"><input type="checkbox"/> Park Avenue at Coal Creek<input type="checkbox"/> Mt McLean Drive at the CP rail crossing
Assemble Points: Max Turyk Elementary School Transportation Requirements: 1 x 20 pax
Intersections requiring barricades: 0 Resources required: 0
Personnel / Vehicle Requirements: 18 / 10 <ul style="list-style-type: none"><input type="checkbox"/> Evacuation alerting: 16 pers / 8 vehicles<input type="checkbox"/> Access Control: 2 officers / 2 vehicles
Comments: <ul style="list-style-type: none"><input type="checkbox"/> This is a residential area protected from flooding through a dike system.<input type="checkbox"/> It is also an area with restricted access / exit routes.

Zone F2

Type: Residential Population / Dwellings: 746 / 287
Special Populations: <input type="checkbox"/> Seniors' Home (Name): xx Staff / xx Residents <input type="checkbox"/> Evacuation Plans?
Evacuation Routing: <input type="checkbox"/> Proceed to Pine Avenue and leave the area north or south as directed
Exit / Re-entry Control Points: <input type="checkbox"/> Pine Avenue at Coal Creek <input type="checkbox"/> Pine Avenue at Mt McLean Drive
Assemble Points: Seniors' Home Transportation Requirements: 1 x 20 pax
Intersections requiring barricades: 0 Resources required: 0
Personnel / Vehicle Requirements: 10 / 6 <input type="checkbox"/> Evacuation alerting: 8 pers / 4 vehicles <input type="checkbox"/> Access Control: 2 officers / 2 vehicles
Comments: <input type="checkbox"/> New subdivision with few entry / exits

Zone F3

Type: Undeveloped Population / Dwellings: 0 / 0
Special Populations:
Evacuation Routing:
Exit / Re-entry Control Points:
Assemble Points: Transportation Requirements:
Intersections requiring barricades: 0 Resources required: 0
Personnel / Vehicle Requirements: <input type="checkbox"/> Evacuation alerting: <input type="checkbox"/> Access Control:
Comments:

Zone F4

<p>Type: Residential</p> <p>Population / Dwellings: 621 / 239</p>
<p>Special Populations:</p> <ul style="list-style-type: none"> <input type="checkbox"/> C.L.S. elementary School: xx Staff / xx Students <input type="checkbox"/> Confirm the School District Emergency Plans
<p>Evacuation Routing:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Ridgemont Drive to 4th Street leading to Hwy 3 and the designated ESS Reception Centre <input type="checkbox"/> Ridgemont Avenue to 13th Street leading to Hwy 3 and the designated ESS Reception Centre
<p>Exit / Re-entry Control Points:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Pine Avenue at Pine Crescent <input type="checkbox"/> Ridgemont Drive at 1st Avenue <input type="checkbox"/> Ridgemont Avenue at 1st Avenue
<p>Assemble Points: TBD</p> <p>Transportation Requirements: 1 x 20 pax</p>
<p>Intersections requiring barricades: 0</p> <p>Resources required: 0</p>
<p>Personnel / Vehicle Requirements: 9 / 6</p> <ul style="list-style-type: none"> <input type="checkbox"/> Evacuation alerting: 6 / 3 <input type="checkbox"/> Access Control: 3 / 3
<p>Comments:</p>

Zone F5

Type: Residential / Commercial Population / Dwellings: 520 / 200
Special Populations:
Evacuation Routing: <input type="checkbox"/> West to Hwy 3 and then to the designated ESS Reception Centre
Exit / Re-entry Control Points: <input type="checkbox"/> Park Avenue at Coal Creek <input type="checkbox"/> 1 st Avenue and Ridgemont Drive <input type="checkbox"/> 2 nd Avenue and 9 th Street <input type="checkbox"/> 6 th Street and 4 th Avenue
Assemble Points: City Hall Transportation Requirements: 1 x 20 pax
Intersections Requiring Barricades: <input type="checkbox"/> 3 rd and 4 th Avenue on 9 th Street <input type="checkbox"/> 3 rd , 4 th , 5 th , 7 th , 8 th and 9 th Streets on 4 th Avenue Resources: 16 barricades
Personnel / Vehicle Requirements: 44 / 14 <input type="checkbox"/> Evacuation alerting: 40 / 10 <input type="checkbox"/> Access Control: 4 / 4
Comments:

Zone F6

Type: Residential / Commercial Population / Dwellings: 419 / 161
Special Populations:
Evacuation Routing: <input type="checkbox"/> West to Hwy 3 and then to the designated ESS Reception Centre
Exit / Re-entry Control Points: <input type="checkbox"/> 6th Street at Hwy 3 <input type="checkbox"/> 6 th Street at 4 th Avenue
Assemble Points: 6 th Street at 5 th Avenue Transportation Requirements: 1 x 20 pax
Intersections Requiring Barricades: <input type="checkbox"/> 4 th , 5 th , 7 th , 8 th , and 9 th Streets on Hwy 3 <input type="checkbox"/> 3 rd , 4 th , 5 th , 7 th , 8 th and 9 th Streets on 4 th Avenue <input type="checkbox"/> 4 th , 5 th , 6 th and Hwy 3 on 9 th Avenue Resources: 30 barricades
Personnel / Vehicle Requirements: 38 / 11 <input type="checkbox"/> Evacuation alerting: 36 / 9 <input type="checkbox"/> Access Control: 2 / 2
Comments:

Zone F7

Type: Residential / Commercial Population / Dwellings: 289 / 111
Special Populations:
Evacuation Routing: <input type="checkbox"/> East to Hwy 3 and then to the designated ESS Reception Centre
Exit / Re-entry Control Points: 7 th Street at Hwy 3
Assemble Points: TBD Transportation Requirements: 1 x 20 pax
Intersections Requiring Barricades: <input type="checkbox"/> 5 th , 6 th , 7 th , 8 th and 9 th Streets at 9th Avenue <input type="checkbox"/> 4 th , 5 th , 6 th , 8 th and 9 th Streets on Hwy 3 <input type="checkbox"/> 8 th Avenue at 9 th Street Resources: 24 barricades
Personnel / Vehicle Requirements: 21 / 6 <input type="checkbox"/> Evacuation alerting: 20 / 5 <input type="checkbox"/> Access Control: 1 / 1
Comments:

Zone F8

Type: Residential Population / Dwellings: 242 / 93
Special Populations:
Evacuation Routing: East to Hwy 3 and then to designated ESS Reception Centre
Exit / Re-entry Control Points: <input type="checkbox"/> 7 th Street at 9 th Avenue
Assemble Points: TBD Transportation Requirements: 1 x 20 pax
Intersections requiring barricades: <input type="checkbox"/> 5 th , 6 th , 8 th and 9 th Streets at 9 th Avenue <input type="checkbox"/> 10 th and 11 th Avenue at 9 th Street Resources required: 12
Personnel / Vehicle Requirements: 17 / 5 <input type="checkbox"/> Evacuation alerting: 16 / 4 <input type="checkbox"/> Access Control: 1 / 1
Comments:

Zone F9

Type: Residential Population / Dwellings: 382/147
Special Populations:
Evacuation Routing: <ul style="list-style-type: none"><input type="checkbox"/> Canyon Trail to Hwy 3 and then to the designated ESS Reception Centre<input type="checkbox"/> Burma Road to Stewart Avenue to Hwy and then to the designated ESS Reception Centre
Exit / Re-entry Control Points: <ul style="list-style-type: none"><input type="checkbox"/> Canyon Trail at Hwy 3
Assemble Points: TBD Transportation Requirements: 1 x 20 pax
Intersections requiring barricades: <ul style="list-style-type: none"><input type="checkbox"/> Burma Road at Stewart Avenue Resources required: 2
Personnel / Vehicle Requirements: 9 / 5 <ul style="list-style-type: none"><input type="checkbox"/> Evacuation alerting: 8 / 4<input type="checkbox"/> Access Control: 1 / 1
Comments:

Zone F10

Type: Residential Population / Dwellings: 517 / 199
Special Populations:
Evacuation Routing: <input type="checkbox"/> East to Hwy 3 and then to the designated ESS Reception Centre
Exit / Re-entry Control Points: 13 th Street at 9 th Avenue
Assemble Points: TBD Transportation Requirements: 1 x 20 pax
Intersections requiring barricades: <input type="checkbox"/> 9 th , 10 th and 11 th Avenue at 9 th Street <input type="checkbox"/> 10 th , 11 th , 12 th , 14 th and 15 th Streets at 9 th Avenue Resources required: 16
Personnel / Vehicle Requirements: 41 / 11 <input type="checkbox"/> Evacuation alerting: 40 / 10 <input type="checkbox"/> Access Control: 1 / 1
Comments:

Zone F11

Type: Residential / Commercial Population / Dwellings: 325 / 125
Special Populations:
Evacuation Routing: East to Hwy 3 and then to the designated ESS Reception Centre
Exit / Re-entry Control Points: 13 th Street at Hwy 3
Assemble Points: TBD Transportation Requirements: 1 x 20 pax
Intersections requiring barricades: <ul style="list-style-type: none"><input type="checkbox"/> 7th, 8th and 9th Avenues at 9th Street<input type="checkbox"/> 10th, 11th, 12th, 14th and 15th Streets at 9th Avenue<input type="checkbox"/> 9th, 11th, 12th and 15th Streets at Hwy 3 Resources required: 24
Personnel / Vehicle Requirements: 25 / 7 <ul style="list-style-type: none"><input type="checkbox"/> Evacuation alerting: 24 / 6<input type="checkbox"/> Access Control: 1 / 1
Comments:

Zone F12

Type: Residential / Commercial Population / Dwellings: 208 / 80
Special Populations:
Evacuation Routing: West to Hwy 3 and then to the designated ESS Reception Centre
Exit / Re-entry Control Points: 11 th Avenue at Hwy 3
Assemble Points: TBD Transportation Requirements: 1 x 20 pax
Intersections requiring barricades: <ul style="list-style-type: none"><input type="checkbox"/> 9th, 12th and 13th Streets at Hwy 3<input type="checkbox"/> 4th, 5th and 6th Avenues on 9th Street<input type="checkbox"/> 9th, 10th, 11th, 12th and 13th Streets at 4th Avenue<input type="checkbox"/> 5th and 6th Avenues at 13th Street Resources required: 26
Personnel / Vehicle Requirements: 23 / 7 <ul style="list-style-type: none"><input type="checkbox"/> Evacuation alerting: 22 / 6<input type="checkbox"/> Access Control: 1 / 1
Comments:

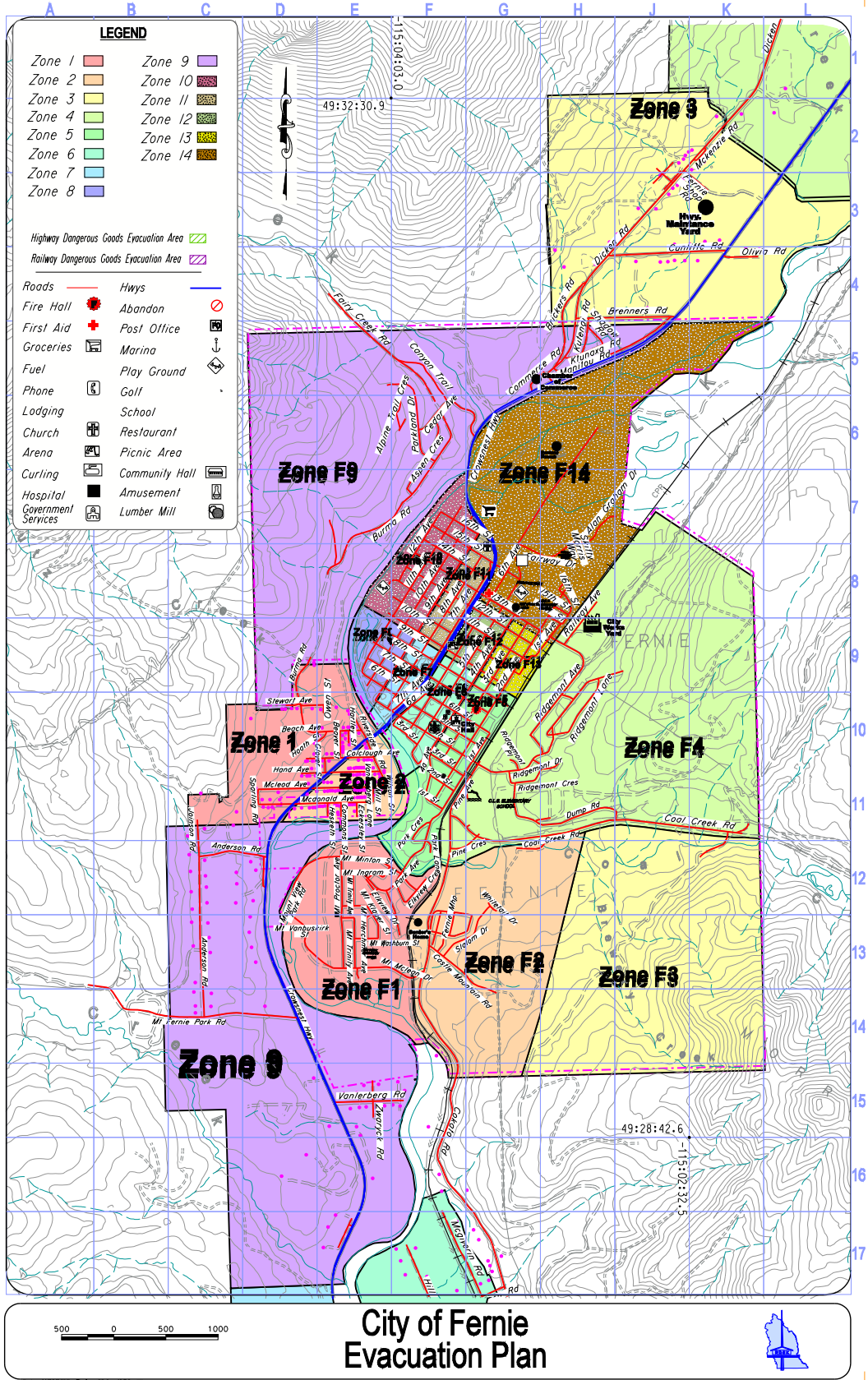
Zone F13

Type: Residential / Commercial Population / Dwellings: 728 / 280
Special Populations:
Evacuation Routing: West to Hwy 3 and then to the designated ESS Reception Centre
Exit / Re-entry Control Points: 11 th Street at 4 th Avenue
Assemble Points: TBD Transportation Requirements: 1 x 20 pax
Intersections requiring barricades: <ul style="list-style-type: none"><input type="checkbox"/> 9th, 10th, 12th and 13th Streets at 4th Avenue<input type="checkbox"/> 2nd and 3rd Avenue on 9th Street<input type="checkbox"/> 1st, 2nd and 3rd Avenue on 13th Street Resources required: 18
Personnel / Vehicle Requirements: 23 / 7 <ul style="list-style-type: none"><input type="checkbox"/> Evacuation alerting: 22 / 6<input type="checkbox"/> Access Control: 1 / 1
Comments:

Zone F14

Type: Commercial / Recreational Population / Dwellings: 728 / 280
Special Populations: <ul style="list-style-type: none"><input type="checkbox"/> Hospital: xx Staff / xx Patients<input type="checkbox"/> Tom Uphill Seniors' Home: xx Staff / xx Residents<input type="checkbox"/> IDES Elementary School: xx Staff / xx Students<input type="checkbox"/> Fernie Secondary School: xx Staff / xx Residents
Evacuation Routing: <ul style="list-style-type: none"><input type="checkbox"/> South to 13th Street then to Hwy 3 and on to the designated ESS Reception Centre
Exit / Re-entry Control Points: <ul style="list-style-type: none"><input type="checkbox"/> 6ht Avenue at 13th Street<input type="checkbox"/> 1st Avenue at 13th Street
Assemble Points: IDES Elementary School Transportation Requirements: 1 x 20 pax
Intersections requiring barricades: <ul style="list-style-type: none"><input type="checkbox"/> 2nd and 5th Avenues at 13th Street Resources required: 4
Personnel / Vehicle Requirements: 14 / 5 <ul style="list-style-type: none"><input type="checkbox"/> Evacuation alerting: 12 / 3<input type="checkbox"/> Access Control: 2 / 2
Comments:

Annex D – Appendix 1: City of Fernie Evacuation Procedures



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Situation

1. The Emergency Operations Centre must consider a controlled emergency relocation if the original location is threatened by the emergency or disaster.

Mission

2. On order of the EOC Director, conduct a controlled evacuation of the Emergency Operations Centre.

Execution

3. All persons in the EOC are responsible to gather and transport critical manuals, documents, reports, and lists essential to reconstituting the EOC in its new location. Transportation will be by personal motor vehicle and/or by bus, depending on the circumstances at the time.
4. Operations Branch:
 - d. Maintain close contact with the Incident Commander and determine when it is necessary to execute relocation.
 - e. Prepare to evacuate on order.
5. Plans Branch:
 - f. Evacuate ahead of the main group and establish an Operations presence in the new location in order to take over from Operations while they transfer.
6. Logistics Branch
 - g. Source and provide transportation for the Planning Section.
 - h. Source and provide transportation sufficient for the main body.
 - i. Send one individual with the Planning Section in the advance party to establish a logistics capability at the new site.
 - j. Prepare to source and resource EOC requirements from the local business community.
7. Information/Media
 - k. Prepare to evacuate on order.
8. Liaison
 - l. Contact and advise external agencies not present in the EOC:
 - BC Hydro
 - Terasen (BC Gas)
 - CP Rail Emergency Management Centre
 - Cranbrook Regional Hospital

Annex E: Emergency Operations Centre Relocation

- Interior Health
 - BC Ambulance
 - Ministry of Transportation
 - BC Parks
 - Ministry of Agriculture
 - SPCA
 - Ministry of Water, Land and Air Protection
 - Pollution
 - Conservation officers
 - Ministry of Forestry District Office
 - Post Office
- m. Keep PREOC up-to-date.
- n. Prepare to evacuate on order.

Coordinating Instructions

9. All requests for support will be directed to the Operations Branch.

Approving Authority

10. EOC Director