

County of Orange  
and  
Orange County  
Operational Area



Aircraft Accident Annex  
August 2014

Operational Area Executive Board and Emergency Management Council Letter of Approval

Orange County Operational Area Executive Board  
County of Orange Emergency Management Council

Representatives of Law Enforcement Mutual Aid, Police Chiefs' and Sheriff's Association, Fire and Rescue Mutual Aid, Fire Chiefs' Association, Public Works Mutual Aid, City Engineers and Public Works Directors Association, Orange County Board of Supervisors, Health Care Mutual Aid, City Manager's Association, League of Cities, County Agencies, School Districts, and Special Districts.

August 13, 2014

Members of the Operational Area  
Members of the Board of Supervisors  
County of Orange Department Heads  
American Red Cross of Orange County  
California Office of Emergency Services

Dear Orange County Emergency Response and Recovery Officials:

Herewith is presented the County of Orange and Orange County Operational Area Aircraft Accident Annex. This Annex is the foundation for the response and recovery operations from the Operational Area (OA) and County's perspective.

The County of Orange Emergency Management Council (EMC), which governs the County of Orange Emergency Organization, has approved and concurs with this Annex. The Orange County Operational Area Executive Board has approved and concurs with this Annex on behalf of the OA Members. This Annex continues to enhance the County of Orange and Orange County Operational Area's response and recovery capabilities and includes: the Standardized Emergency Management System (SEMS), the National Incident Management System (NIMS), the Incident Command System (ICS) and the duties and responsibilities of the County and its departments in preparedness, response, and recovery procedures. A copy of the County of Orange and Orange County Operational Area Aircraft Accident Annex may be obtained through the Orange County Sheriff's Department, Emergency Management Division.

This Annex is a compilation of multiple public agencies, special districts, private partners and nonprofit organizations, all with disaster response interests. The County of Orange and Orange County Operational Area Aircraft Accident Annex is linked to jurisdiction, discipline and mutual aid plans and standard operational procedures through the County of Orange and Orange County Operational Area Emergency Operations Plans.

This Annex is designed as a reference and guidance document. Its successful implementation is, as always, dependent upon the skills and abilities of the County participants. Continued revision and testing of this plan will ensure its viability and appropriateness in future events. We look to you as members of the County of Orange and Orange County's Operational Area Emergency Response Organization to assist in the ongoing process of program and capability improvement. Use of this Annex when responding to the EOC and during exercises will continue to enhance our ability to respond.

Sincerely,



County of Orange  
Emergency Management Council  
Chair

Sincerely,



Orange County  
Operational Area Executive Board  
Chair

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## 1 Introduction

### 1.1 Purpose and Scope

This Annex provides emergency response guidelines and protocols necessary to respond in a unified manner to an aircraft accident involving either commercial or private aircraft. This Annex identifies resources, actions, and critical issues as well as management of activities and programs required to address the immediate, short and long-term effects of such an emergency.

The intent of this Annex is to provide a coordinated response to an aircraft accident in the Orange County Operational Area (OA). The Annex will provide a framework to support the OA, using interagency coordination in accordance with the County of Orange and Orange County OA Emergency Operations Plans (EOP), the California Emergency Services Act, the Standardized Emergency Management System (SEMS), the National Incident Management System (NIMS), and Mutual Aid Agreements. The guidelines in this Annex are not intended to replace or supersede the OA and County of Orange EOP and supporting Annexes, but serve to augment these plans.

A response to an aircraft accident can be very complex depending on incident location. Response will require the coordination and efforts from federal, state and local jurisdictions. Additionally, federal statutes and regulations place the responsibility for investigation and survivor and/or victims assistance with specific federal agencies. Attachments outlining specific areas are included as part of this Annex.

### 1.2 Situation Overview

Due to the congested airspace in Southern California, there is the potential for an aircraft accident to occur in Orange County. Experience with recent aircraft accidents occurring nationwide demonstrates the need to coordinate with the local, state, and federal responders.

John Wayne Airport (JWA) is the sole commercial airport within Orange County and serves both domestic and international passengers. General aviation operations outnumber commercial operations. In 2013, JWA was ranked as the 40<sup>th</sup> busiest passenger airport in the country with nearly 9.232 million total passengers. In the same year, JWA handled 248,255 aircraft operations ranking it 35<sup>th</sup> in the nation.

JWA is five miles (23 km) from Santa Ana and covers 500.82 Acres of land in the unincorporated area of Orange County. The Airport has multiple general aviation facilities, a main commercial airline-building split into three terminal areas and two paved runways running in a North/South direction:

- Runway 1L/19R: 5,700 x 150' (1,737m x 46m). This runway predominately accommodates Commercial Aviation serving most incoming and departing traffic to the West of the airport.
- Runway 1R/19L: 2,887 x 75' (880m x 23 m): serves the needs of general aviation and light aircraft.

Aircraft arriving at JWA typically do so from the Northwest while departures are to the Southwest. During Santa Ana wind conditions the arrival and departure pattern reverses: arrivals are from the Southwest while

departures are towards the Northwest. The County prohibits commercial departures between 10:00PM and 7:00AM (8:00AM on Sundays) and commercial arrivals between 11:00PM and 7:00AM (8:00AM on Sundays).

John Wayne Airport utilizes a Federal Aviation Administration (FAA) approved Airport Emergency Plan (AEP) with an "All Hazard" approach to address emergency situations on and off the Airport property. Airports are certified and regulated by FAA regulations as part of the Code of Federal Regulations (CFR). John Wayne Airport is a 14 CFR Part 139 Index C Airport. Index C airports must maintain a minimum Aircraft Rescue and Fire Fighting (ARFF) protection capability to allow operations of passenger airline aircraft. To maintain Index C ARFF capability, the airport must have two, heavy crash fire response trucks with a minimum 1500 gallons (water) + Foam + Dry Chemical/Halon. The crash trucks, suppression agents, and equipment on hand at JWA ARFF Station 33 exceed this minimum. The nearest available mutual aid crash resource is located at the Los Alamitos Joint Forces Reserve Training Center Airfield.

The City of Irvine adjoins and lies North and East of the airport. The City of Costa Mesa adjoins and lies directly West and Southwest of the airport. The City of Newport Beach adjoins and lies South and Southeast of the airport. The area within a three-mile radius of the airport is comprised predominately of commercial businesses and family housing making this area potentially vulnerable to any aircraft in the departure or arrival pattern. Response will require the mutual support of fire and rescue, law enforcement, and medical response personnel to cope with a major aircraft disaster.

Flight patterns of aircraft transiting through, from, or to Orange County commonly require flight over the Pacific Ocean and/or the Newport Back Bay. Any accident occurring in the Pacific Ocean from the Orange County coastline to San Clemente Island may require the response from Orange County local resources. Additional information for a response to Air/Sea Aircraft Accident is located in Attachment G.

The Fullerton Airport services general aviation only. Fullerton Airport is adjacent to Interstate 5 and the 91 freeway. Fullerton Airport's runway length is 3,120' and has an aircraft parking capacity of 600 planes. Family housing and a smaller commercial business area lies immediately to the South of the airport. Commercial businesses predominantly lie to the immediate West and East of the airport. The Northern side of the airport is comprised of commercial business structures as well as a small residential community surrounding a small, man-made lake.

The Los Alamitos Joint Forces Reserve Training Center Airfield is the largest Army airfield operated by the National Guard Bureau (NGB). The airfield at Los Alamitos has two all weather runways, one 8000' in length and the other 6000' in length. Large commercial business structures and family housing surround the immediate area and within the final departure and arrival patterns. Airport operations cease nightly at 10:00pm to reduce noise pollution to the surrounding housing areas of the Los Alamitos Joint Forces Reserve Training Center Airfield.

Los Alamitos can accommodate most any aircraft in the flying inventory. Military aircraft to include C-5, C-17, Department of Defense (DOD) charters, National Aeronautics and Space Administration (NASA) aircraft, fighter aircraft and the President's Boeing VC-25A (B-747 named Air Force One) along with the United States Marine Corps (USMC) Presidential Helicopter Flight Detachment (HMX-1), use the Los Alamitos Joint Forces Reserve Training Center Airfield and its facilities. Ramp space can accommodate and house up to ten C-5 aircraft without difficulty. At present, approximately 30 helicopters are stationed at the Los Alamitos Joint Forces Reserve Training Center Airfield as well as several fixed-wing aircraft assigned to the United States Army Reserve. The airfield includes a fully staffed Army air traffic control tower, crash rescue/fire department, and a jet fuel farm for aviation refueling.

Marine Corps Air Station Camp Pendleton is adjacent to the South Orange County boundary line. This installation is home to a large number of aircraft, predominately helicopters, which frequently transit through the airspace over Orange County.

### **1.3 Preparing and Responding with the Whole Community Strategy**

The County of Orange and Orange County Operational Area strives to incorporate the Whole Community perspective in its emergency planning. By planning for the Whole Community, complexities in the diversity in Orange County are assimilated into the County and Operational Area planning strategy.

Orange County's definition of disabilities and access and functional needs is as follows:

*Populations whose members may have additional needs before, during, and after an incident in functional areas, including but not limited to: maintaining independence and the ability to perform the activities of daily living, communication, transportation, supervision, and medical care. Individuals in need of additional response assistance may include those who have disabilities; who live in institutionalized settings; who are elderly; who are children; who are from diverse cultures; who have limited English proficiency or are non-English speaking; or who are transportation disadvantaged.*

Having recognized the need to be inclusive in its emergency planning, the Orange County Operational Area formed the Orange County Disabilities and Access and Functional Needs Working Group in 2011 to strengthen partnerships with the disability community and others with access and functional needs. This team includes representatives from county agencies, local jurisdictions and nonprofit organizations serving people with disabilities and access and functional needs in Orange County. This group's instrumental efforts have turned the OA towards more inclusive emergency planning for the Whole Community. This group reviewed the County of Orange and Orange County Operational Area Aircraft Accident Annex in July 2014 and provided valuable feedback.

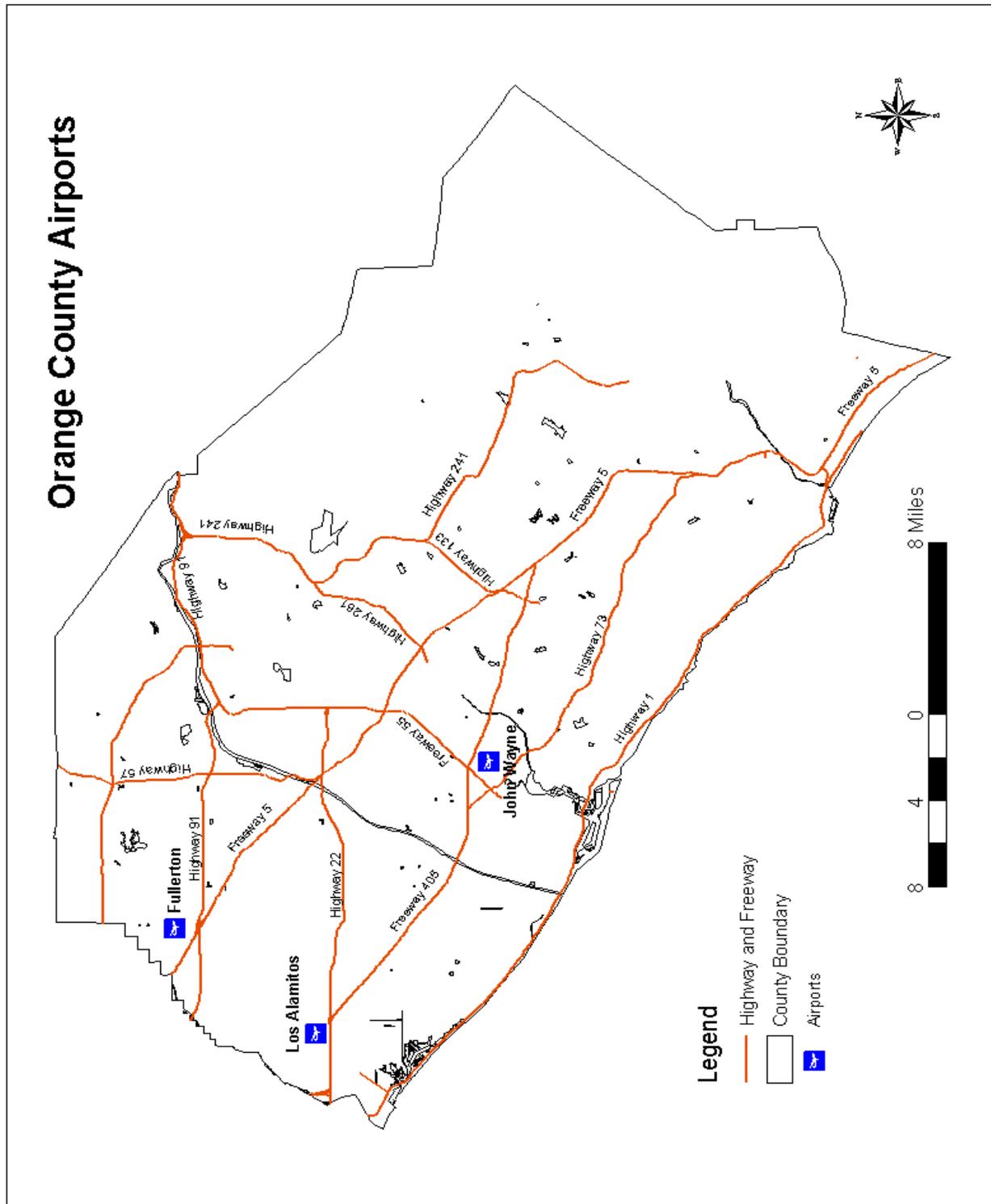
In order to meet the unique needs of children in disasters, the Operational Area formed the Kids in Disasters (KIDS) Working Group as a sub-committee of the Disabilities and Access and Functional Needs Working Group. The mission of the working group is to engage public and private community, government and healthcare organizations and individuals to promote coordinated efforts and partnerships to ensure that infants and children's needs are met before, during, and after disasters. Integrating children (0-18) into disaster planning

requires special emergency preparedness and planning. Disasters have proven evident that children are vulnerable and require additional support during emergency situations, especially when displaced from their parents or guardians. The physical and psychological damage sustained by children can far outweigh the same effects inflicted on grown members of society, including children with disabilities and access and functional needs. The KIDS Working Group will assist in identifying and supporting community programs that help meet the physical, mental, and emotional needs of children in disasters.

Furthermore, the County of Orange and Orange County Operational Area is committed to maximizing compliance with the Americans with Disabilities Act and providing the best service to Orange County Residents and visitors. As such, the County of Orange and Orange County Operational Area adheres to the policy below:

- Disability will not prevent accessibility to services or facilities provided by the County of Orange and Orange County Operational Area.
- The County of Orange and Operational Area will not exclude or deny benefits of any sort based on a disability or access or functional need.
- The County of Orange and Orange County Operational Area will work to accommodate people with disabilities and access and functional needs in the most integrated setting possible.
- During all phases of disaster response, the County of Orange and Orange County Operational Area will make reasonable modifications to policies, practices and procedures, if necessary, to ensure programmatic and architectural access to all.
- The County of Orange and Orange County Operational Area will shelter people with disabilities and access and functional needs with their families, friends and/or neighbors and in the most integrated setting possible.

Figure 1-Orange County Airports





## 1.4 Planning Assumptions

This Annex was developed based on the following assumptions:

- Southern California has become one of the nation's most crowded air space; therefore, aircraft accident must be included among the other potential disasters that may occur within the Operational Area.
- Aircraft accidents are not limited to large commercial aircraft as even small aircraft can cause major problems. On December 16, 2002, a Piper PA-24-250 went down in an Anaheim Hills neighborhood. Debris from this accident was not contained in a small area, but extended into multiple homes and approximately ¼ mile in the residential area.
- In 1965, a US Air Force C-135A Stratolifter transport carrying 72 United States Marines and a crew of 12, crashed into Loma Ridge while flying at an estimated 300 miles per hour.
- Variables in location, time, size and type of aircraft as well as passenger counts and cargo type will influence the level of response required to reduce loss of life and property. A smaller aircraft may produce a smaller impact area where the responsibilities for response may be retained with the local government for coordination, while a large, commercial aircraft (Category III), will produce a larger, complex incident requiring a higher response.
- Category classifications of an aircraft as defined by the FAA are as follows:
  - CATEGORY I: Single engine aircraft weighing 12,500lbs. or less and all helicopters.
  - CATEGORY II: Twin-engine aircraft weighing 12,500lbs. or less.
  - CATEGORY III: All jets, or multi-engine aircraft weighing more than 12,500lbs., and all airline or air taxi flights.
- The FAA certifies these categories of aircraft, in the CFR, to serve a particular function, namely, commercial passenger craft, cargo aircraft and so on. The following certifications are mentioned elsewhere in this document:
  - 14 CFR Part 121 - Domestic scheduled Airline.
  - 14 CFR Part 129 - Foreign scheduled Airline.
  - 14 CFR Part 135 - Charter, air taxis, air tours and air medical operations.
  - 14 CFR Part 291 - Air cargo carriers.
- The use of aircraft as a Weapon of Mass Destruction (WMD) must always be considered. The events of September 11, 2001, remind us any size aircraft becomes a potential weapon in the hands of terrorists.
- Wreckage scattered over a large area could complicate accessibility and scene management by responders. An accident may be a mass-casualty incident, a crime scene or possibly both. A Unified Command between fire and law will be established.
- Damage assessment, disaster relief efforts and investigative requirements may require mutual aid and support from other entities including local governments, private organizations, non-governmental organizations (NGO), state and Federal agencies.

- Fire services may plan for a large mass-casualty and/or hazmat incident dependent on the size and type of aircraft as well as location of the crash. Expect few, if any, airline passengers surviving a major air crash.
- Law enforcement agencies should plan to conduct crowd and traffic control, provide accident scene security, conduct neighborhood or facility evacuations and establish a temporary morgue.
- The Orange County Health Care Agency (HCA) should plan to support a mass-casualty incident (MCI) and potential medical surge. Anticipate providing for the mental health needs of survivors, responders, and the surrounding residents. Environmental issues arising from the possibility of a hazmat release may require HCA involvement.
- Airlines are required to provide the Family Assistance Center (FAC) locations. The airlines and the National Transportation Safety Board (NTSB) coordinate arrangements. The NTSB Director manages FAC operations or assigns a designee in his/her absence. However, in the event of a small civilian aircraft accident, the responsibility to provide a FAC may fall upon the local jurisdiction.
- The FAC is a secure meeting place for accident survivors, family members, and friends to receive information regarding the accident investigation, victim identification process, management of personal effects, and the provision of disaster crisis counseling services. The Federal Family Assistance Plan advises the air carrier to be prepared to provide the necessary assistance to people with disabilities and access and functional needs in accordance with the Americans with Disabilities Act (ADA).
- In incidents involving commercial or civilian aircraft, investigators from the NTSB will have jurisdiction over the crash area and investigations will be completed before the area is released for cleanup. Local law enforcement and possibly Orange County Sheriff-Coroner Department (OCS), the Transportation Security Administration (TSA) and the Federal Bureau of Investigation (FBI) may support the investigation.
- Given the diversity of Orange County's residents and visitors, along with the need to comply with state and federal legislation, it will be necessary to consider the needs of the whole community, including people with disabilities and access and functional needs, in all aspects of incident planning and response.
- While the Department of Defense (DOD) (military branch specific) has jurisdiction over the investigation of any incident involving military aircraft, the affected jurisdiction has responsibility for response and recovery, including coroner specific responsibilities.
- Clean-up operations may consist of removing large quantities of debris, clearing roadways, demolishing unsafe structures, and towing demolished vehicles. Upon release of the scene by the investigative agency in charge, jurisdictional planning and public works departments may be used for the removal and disposition of the wreckage and related debris utilizing an established debris removal plan.
- This Annex is not a stand-alone document. As the complexity of an emergency grows and requires the participation of external organizations with specialized capabilities, this Annex will integrate with the Annexes and Plans of other entities brought in to support the OA/County of Orange. This plan is designed to be flexible enough that the County's capabilities can adapt to a changing

response environment and to the needs of supporting organizations. This Annex may be used in conjunction with other EOPs and Annexes including:

- Orange County Operational Area Emergency Operations Plan
- County of Orange Emergency Operations Plan
- County of Orange and Operational Area Weapons of Mass Destruction Annex
- County of Orange and Operational Area Metropolitan Medical Response System (MMRS) Annex
- County of Orange and Operational Area Mass Care and Shelter Annex
- County of Orange and Operational Area Strategic National Stockpile (SNS) Annex
- Orange County Certified Unified Program Agency (CUPA) Hazardous Materials Area Plans
- Orange County Mass Casualty Incident Plan
- Mass Fatalities Response Plan
- Orange County Tactical Interoperability Communications Plan
- Orange County Fire Authority Hazardous Materials Plan
- Orange County Joint Information Systems Annex

## 2 Concept of Operations

The concept of operations provides guidelines to aid the OA to preserve life, public safety and property should an aircraft accident occur. Responders will utilize existing plans, standard operating procedures (SOP) and agreements including the mass-casualty incident response plan, mutual aid agreements, the Joint Information System Annex, Hazardous Materials Response Plan, and others.

### 2.1 Preparedness

Agency planning, and training activities enhance readiness capabilities for an effective disaster response.

Planning activities include, but are not limited to:

- Developing hazard analysis.
- Training response personnel.
- Improving public information and communications systems.

Specialized training, maintenance and modification of agency plans and procedures and participation in training exercises are examples of readiness activities increasing agency preparedness.

Preparedness phase activities may include the following:

- Identification of staging areas.
- Maintain current inventory of equipment necessary to respond.
- Maintain individual competencies through department training programs.
- Conduct of periodic training and/or exercises. The Federal Aviation Administration (FAA) requires JWA to conduct a full-scale mass-casualty exercise every three years. OA jurisdictions and agencies participate in this exercise.
- Review and update of this Annex based on training exercise evaluations, changes in policies or procedures.
- Develop partnerships with non-government and community-based organizations that can be called upon to provide other community resources.
- Elements of logistical planning for an Aircraft Accident response may include communication resources, responder support (including feeding, housing and physical meeting places), and resource tracking. Important tasks may include establishing a morgue facility, FAC, Joint Family Support Operations Center (JFSOC), and a Joint Information Center (JIC) to manage all media relations.

### 2.2 Emergency Response Actions

The OA should be familiar with specific actions occurring at the incident including the following:

- Establishment of a Unified Command and an Incident Command Post (ICP).
- A Unified Command (UC) will include state and federal responders arriving on scene.
- The combined multi agency effort of fire, law and health will conduct search and rescue, triage, and evacuation of survivors.
- Evacuations may be ordered from within the crash perimeter or from surrounding areas to prevent additional casualties.

- Coordination will occur between local law enforcement agencies, local fire agencies, surrounding medical facilities, airport management, the Airlines, the NTSB, FAA, and other federal agencies.
- An assessment of the aircraft accident site may indicate the presence of hazardous materials and require the response and containment by a hazardous materials response team.
- Mutual aid may be required based on size and magnitude of the incident.
- An assessment to determine the need for additional resources including support for people with disabilities and access and functional needs.
- Every aircraft accident will be treated as a crime scene. Access may be restricted by local, state, or federal law enforcement personnel.

An aircraft accident response begins at the local level. The OA Emergency Operations Center (EOC) activation level is dependent on the complexity, overall impact, and coordination of support needs of the OA. The OCSD Emergency Manager or designee will coordinate with the Director of Emergency Services (DES) and Operational Area Coordinator (OAC) to determine the level of activation. Detailed information regarding activation levels is located in the Orange County Operational Area Emergency Operations Plan (EOP). The OA EOC will monitor events and establish communications with the impacted jurisdiction to monitor and disseminate information to appropriate OA partners. The OA EOC may be activated based on the information received.

### **2.3 Inter-Jurisdictional and Inter-Agency Communications**

During any incident, regardless of size or complexity, communications will be an essential capability required to respond to an incident. Inter-jurisdictional and inter-agency coordination relies on communication systems and interoperability. The ability to communicate provides vital information to other responders and decision makers to make informed decisions based on available information.

The OA EOP identifies the communication methods and systems available to support response. These systems are available in response to an Aircraft Accident.

#### **Orange County OA Shared System Rules of Use**

- **National Incident Management System** – Use an Incident Command System (ICS) compliant with NIMS when using any regional interoperability resource.
- **Plain Language** – All interoperable communications during multi-agency, multi-discipline incidents will be in plain language. Avoid using radio codes, acronyms, and abbreviations as they may cause confusion between agencies. Ensure all verbal requests for assistance or backup specify the reason for the request.
- **Unit Identification** – Announce your home agency prior to announcing your unit identifier during interoperable communication situations. (i.e., Orange County Fire, Logistics)

Most first responders utilize the County of Orange 800 MHz Countywide Coordinated Communications System (CCCS). Exceptions include the Coast Guard, Department of Fish and Game, and some State Parks personnel.

Provided in Attachment F is a communication plan suggesting channels and talkgroups available for interoperability.

### **3 Organization and Assignment of Responsibilities**

This section outlines the responsibilities and tasks assigned to members of the OAEOC. It describes the direction and control relationship between the DES, the OAC, the OAEOC management and general staff.

As required by SEMS, mutual aid resources will be coordinated through the Operational Area EOC as specified in the County and OA EOP, with the exception of law enforcement and fire mutual aid, which will use their established protocols. The EOC and/or Department Operations Centers (DOC) will activate to support the incident according to local plans and procedures. Mutual aid operates according to the California's Master Mutual Aid Agreement and accompanying agreements by discipline. State and federal resources will be coordinated between the Operational Area EOC and the State's Southern Region Emergency Operations Center (REOC), as described in the County and Operational Area EOP.

This section provides an overview of activities and actions to be used in conjunction with position checklists located in Attachment H and from the OA and County of Orange EOPs, and other annexes activated during response. Although some OA jurisdictions and County agencies will have incident specific, unique duties and responsibilities within their scope of performance, others will not. Agencies without situational specific responsibilities will refer to the OA or County of Orange EOP and jurisdiction/agency internal EOP.

#### **3.1 Management Section**

The DES and OAC positions are assigned to the Orange County Fire Authority (OCFA) in response to an Aircraft Accident. A Unified Management approach consisting of fire, law and health care may be established based on incident objectives.

Confirmed Aircraft Accident management considerations:

- Prioritization of resources.
- Coordination and communication with state and federal agencies.
- Establishment of communications and liaison with external organizations.
- Proclamation of Local Emergency.
- Establishment of EOC objectives for EOC staff based on the complexity of the event.
- Coordination of Public information (see Public Information Manager below).

#### **3.2 Public Information Manager (PIM)**

The Orange County Fire Authority will be assigned as the Public Information Manager (PIM) for an aircraft accident. The Public Information Support Staff will have representatives from other jurisdictions within the County and will be coordinated by the County Executive Office, Public Information Office.

The PIM at the OA EOC and the affected jurisdictions Public Information Officers (PIO) will have multiple responsibilities to include:

- Assist in warning and providing information to the public.
- Provide continual incident updates to the media.
- Monitor rumors and provides information to correct misinformation.
- Implement the Joint Information System Annex.
- Assist in the establishment of a Joint Information Center (JIC), if warranted.
- Support a JIC with constant flow of two-way communications.

If established, the PIM will send an Assistant Public Information Officer to the JIC, the Joint Family Support Operations Center (JFSOC) and FAC to represent the OA EOC.

- All agency Public Information Officers (PIO) will be notified of the Joint Information Center (JIC) location, and they will be encouraged to participate with the JIC.
- The PIM will make every effort for communications to be as accessible as possible.

### 3.2.1 Public Information

Crisis communication is the transmission of accurate, timely, accessible, coordinated information to the public. Without proper information, people may call 911 for non-emergency information affecting the capability to answer emergency and life threatening phone calls. Considerations should be made for people with disabilities and access and functional needs by providing as many opportunities as possible for an end user to receive the message (for example having a sign language interpreter at press conferences). In order to broadcast the emergency message in a timely manner there are multiple communications systems available. The following systems, programs and sites provide those alerts.

### 3.2.2 Public Notification Systems

One or more of the following methods will broadcast emergency information, warnings and protective action instructions for an Aircraft Accident to the public:

- **Emergency Alert System (EAS)** -The utilization of the EAS, is addressed in the OA EOP, and may be utilized during an Aircraft Accident based on the complexity of the emergency.
- **AlertOC** - AlertOC is a mass public notification system used by the county to alert the public during a disaster. AlertOC is the primary notification system for all county residents. Residents have the ability to input additional phone numbers not found in the E911 database by going to the AlertOC website at <http://www.alertoc.com>.
- **Route Alerting** - Route alerting (vehicle mounted public address systems) is used by public safety personnel to alert the public of an event with the necessary safety actions the public is to implement, for example, an order to evacuate.
- **Press Releases** - Provide information or updates to the public. Pre-scripted messages used for all hazards will be utilized during an Aircraft Accident (EOC activation, road closures, school closures, rumor control).
- **Hotline** - The Orange County Public Information Hotline may be activated to support an incident.

- **Social Media** - Information and notification may be supplied through social media outlets including Twitter and Facebook.

### **Public Notification and Public Information**

The Joint Information System Annex was created so all jurisdictions can conduct the public information function and provide these essential services during any emergency. During an aircraft accident emergency, this includes collaboration required by the multiple organizations and jurisdictions that will work together on the aircraft accident incident. Due to the multiple agencies responding together from all levels including the air carrier, local jurisdiction, County and Federal agencies, NGOs and possibly the State, establishment of a Joint Information Center is highly recommended to provide timely, accurate, wide reaching and simple to understand crisis communications to both the media, and the public. Procedures can be obtained from the Orange County Operational Area-County of Orange, Joint Information System Annex.

### **Dissemination Methods**

Dissemination of information or protective actions will be made using a combination of redundant systems to ensure residents receive and understand the information being provided. These systems may include:

- AlertOC, Orange County's mass notification system, using:
  - Phone calls
  - TTY/TDD
  - E-mail
  - Text Messages
- Media alerts, press releases
- Press Conferences
- Broadcast and cable television
- Radio
- Social media, such as Twitter and Facebook
- 211 Orange County, a non-emergency Information Line
- Route alerting – vehicle-mounted public address systems
- Emergency Alert System (EAS)

The Emergency Alert System (EAS) is designed for the broadcast media to disseminate emergency public information through commercial broadcast stations. Orange County relies on KWVE-107.9 FM as its Local Primary-1 EAS station. The Local Primary 2 back-up is located in the Communications Center (Control One) at the Loma Ridge facility.

- Community based organizations and service providers
- Telephone public information hotlines
- Web sites (Section 508 compliant)

### **3.3 Operations Section**

The Operations Section has the responsibility to coordinate and support the field response and local jurisdictions impacted.

#### **3.3.1 Law Enforcement Branch**

The Law Enforcement Branch will support victim rescue and damage abatement operations by providing scene security and traffic and crowd control. Support and coordination may include warning, evacuation assistance, and neighborhood security. Scene preservation will occur throughout the response process. The OA EOC may support the lead investigative agency, the NTSB, with any or all of the following actions:

##### ***Plan and coordinate support activities to the NTSB***

- Provide Law Enforcement support to the FAC to support center operations.
- Provide Law Enforcement support to the JFSOC to support center operations.
- Participate in daily NTSB coordination meetings.

##### ***Establish Inner and Outer Perimeter***

- Protect Property.
- Prevent the disturbance of wreckage and debris except to preserve life, rescue injured, or protect the wreckage from further damage.
- Protect and preserve ground scars and marks made by the aircraft.
- Admit public safety personnel access to the wreckage to the extent necessary to prevent loss of life, and/or stabilize HAZMAT.
- Maintain a record of personnel who enter the accident site.
- Activation of traffic and crowd control system.
- Maintain law and order.

##### ***Restrict Access Only To Authorized Personnel***

Prior to the NTSB arrival on scene, restrict access only to FAA, Law Enforcement, Fire, Emergency Medical Services (EMS), Medical Examiner/Coroner, other emergency service agencies. After NTSB arrives on scene, do not allow site access of personnel without NTSB authorization.

##### ***Evacuation***

An evacuation is the immediate and rapid movement of people away from a threat or an occurrence of a threatening event. This includes smaller scale evacuations of a building. The purpose of evacuation is to move the population from an affected area to a location where adequate services exist to reduce or eliminate a possible hazard or risk to the public. Local law enforcement is responsible for ordering and directing civilian evacuation. Ultimately, any evacuation decisions will be incident driven.

##### ***Preservation and Security of Wreckage as Evidence***

Preservation of aircraft wreckage, mail, cargo, and records including all recording media of flight, maintenance, and voice recorders, pertaining to the operation and maintenance of the aircraft, is the responsibility of the operator of the aircraft. The responsibility will remain with the aircraft operator until the NTSB takes custody

thereof, or a release is granted. Refer to Aircraft wreckage Salvage and Recovery Regulations, CFR Title 49 – Transportation, Subpart C, Section 830.10).

Responders should not disturb or move wreckage or contents except to:

- Remove the persons injured or trapped.
- Protect the public from injury.
- Protect the wreckage from further damage, sinking, etc.

If the movement of debris is required, all field responders should document any movement by field expedient notes, drawings and diagrams indicating the original and relocated location. Any information should be provided to the Law Enforcement Branch Director who will consolidate and provide it to the investigative agency. Additional information that will assist the investigation includes:

- Aircraft registration number (N number).
- Number of casualties.
- Photography/videos of overall wreckage including the cockpit starting at the initial point of impact if possible.
- Photographs/video of any ground scars or marks made by the aircraft.
- Written records, photographs or videos of aircraft cockpit switch/control positions and instrument/gauge readings.

#### ***Witness Documentation***

Contact with witnesses should occur at the scene. Information obtained will be useful for the investigative agency and should include the following:

- Name, address, and phone contact information.
- Location at the time of the incident.
- Description of what they heard or observed.

#### **3.3.2 Coroner**

The Coroner is in charge of the fatalities, and is responsible for determining cause and manner of death and victim identity. Identification is a complicated, lengthy and sensitive issue, and positive identification is important not only to the on-going investigations, but is essential to surviving families. Coroner operations take place in three main areas, the scene, morgue and at the FAC and include the following operations:

- Body recovery and property/evidence collection take place at the scene.
- Post mortem, examination of the remains including radiography, fingerprinting, dental exam, photography, pathology and DNA specimen collection take place in the morgue.
- The collection of ante mortem information from family members including personal articles and medical information takes place at the FAC. Notification of death also takes place at the FAC.
- Positive identification by the analysis of post mortem information as compared to ante mortem information generally takes place at the morgue, but could take place at another location.

The Coroner Division is an active participant in Coroner Mutual Aid and utilizes the process for all logistical needs. Federal resources include the Department of Defense, Disaster Mortuary Operational Response Teams (DMORT), FBI Emergency Response Teams and the NTSB, Transportation Disaster Assistance.

The Coroner supports response operations in the following actions:

- Perform body recovery and identification operations.
- Providing victim identification information to the JIC.
- Approving request for federal assistance from the DMORT.
- Providing regular briefings to the families at the FAC.
- Providing staff support to the JFSOC.
- Providing information to the JIC.

### **3.3.3 Harbor Patrol and Marine Operations**

Overwater incidents will require specialized protocols incorporating the capabilities of multiple agencies. The OCSD Harbor Patrol and Marine Operations will respond to incident scenes occurring in Orange County jurisdictional waters. Orange County jurisdictional waters extend beyond the immediate Orange County coastline to three miles beyond the outermost islands, reefs and rocks and include all water between those islands and the coast. Factors determining which agency may assume the lead during an Air/Sea Aircraft Accident may include size of aircraft, depth of water, weather and sea conditions during the response.

During large-scale incidents or at the request of jurisdictional agencies, the United States Coast Guard (USCG) will normally serve as the lead agency. Once the search and rescue phase has passed, the incident will be turned over to the NTSB or FBI, as appropriate, for investigative purposes. At that time, the USCG may still participate in order to assist federal, state and/or local interests.

Rescue operations will be focused on saving lives and victim recovery followed by wreckage recovery. Incidents occurring within the jurisdictional limits will require an ICP be established at the OCSD Harbor Patrol headquarters. After the first operational period, the ICP may be transferred to the USCG Command and Control Center, located at Terminal Island. In the event an incident occurs outside jurisdictional limits, the ICP will be established at the USCG Command and Control Center, located at Terminal Island. See Attachment G, Air/Sea Aircraft Accidents.

### **3.3.4 Health and Medical Branch**

The Orange County HCA has primary responsibility to monitor and protect the public health of the community. Their roles and responsibilities may include:

- Supporting an MCI response and medical surge.
- Assessing environmental health hazards to the community.
- Providing environmental hazard management to the incident operations.

### **3.3.5 Fire and Rescue Branch**

Municipal fire departments provide critical services to protect respond and provide emergency services to the community. Their roles and responsibilities may include:

- Establishing communications with the Department Operating Center (DOC), if operational or the ICP, as required.
- Supporting fire suppression and rescue operations.
- Supporting search and rescue operations.
- Ensuring MCI protocols are implemented
- Coordinating with the Health and Medical Branch, Medical Group Supervisor on transportation resource needs hospital impacts or other required medical services.
- Monitoring Reddinet.
- Identifying and restrict access to unsafe areas.
- Providing evacuation support.

### **3.3.6 Care and Shelter Branch**

Commercial airlines (domestic, foreign, passenger or cargo) are statutorily required to provide the location of a FAC and coordinate efforts with the American Red Cross (ARC), which is generally established at hotels or similar facilities. The FAC is designed to meet the needs of the family members by providing for their psychological and physiological needs. The EOC Manager or Care and Shelter Branch Director will consider activating the Disabilities Access and Functional Needs Group Supervisor to support the needs of people with disabilities and access and functional needs affected by the emergency incident.

#### **American Red Cross**

The Federal Family Assistance Plan for Aviation Disasters (2008 rev.) assigns responsibility to the ARC to establish, and support a Friends and Family Reception Center (FRC) and/or the FAC. The following items should be implemented:

- Coordinating and management of the numerous organizations and personnel offering counseling, religious and other support services to the operation.
- Coordinating provision of mental health counseling services to family members.
- Ensuring the provision of appropriate psychological support to the staff of all responder organizations to the incident.
- Employing an accounting system to record cost data by specific categories.
- Coordinating childcare and spiritual services.
- Coordinating the delivery of crisis health support to family members, to include those that do not travel to the incident site with the airline.
- Arranging suitable inter-faith memorial service (if applicable).

Following an off-airport, aircraft accident involving a small, general aviation or private aircraft, the jurisdiction(s) where the aviation accident occurred is responsible for the establishment of a FAC, to provide temporary shelter, feeding, and other support services per their emergency plan and the OA Care and Shelter Annex. The jurisdiction(s) can request the ARC to assist them in providing temporary shelter, support, care and food services for the victims, family, friends, and rescue personnel. If requested, the ARC will coordinate with other governmental agencies in appropriate psychological support.

The ARC provides a representative to the JFSOC. Additional information regarding JFSOC operations are found in Attachment D.

### **3.4 Planning and Intelligence Section**

The Planning/Intelligence Section is staffed by members of OCSD or the OCFA in accordance with the County/OA EOP. Activities for the Planning and Intelligence Section will follow the duties and guidelines outlined in the OA EOP.

The Planning and Intelligence Section should consider the following in development of the EOC Action Plan:

- Life Safety and passenger/victim recovery.
- Evidence/scene security and preservation.
- Specialized logistical and equipment requirements.
- Staffing and personnel resources.
- Support between jurisdictional and federal response assets and organizations.
- Public information dissemination.
- First responder safety.
- Evacuation boundaries and support.

### **3.5 Logistics Section**

Activities for the Logistics Section will follow the duties and guidelines outlined in the OA EOP. If activated, coordinate with the Disabilities and Access and Functional Needs (DAFN) Group Supervisor on any identified resource needs which may include the areas of:

- Transportation.
- Communications support (i.e. interpreters).
- Supplies and equipment replacement.
- Personal assistant services.
- Administrative support.
- Requests for Functional Assessment Service Teams (FAST).

### **3.6 Finance and Administration Section**

Activities for the Finance and Administration Section will follow the duties and guidelines outlined in the OA EOP.

## **4 Plan Development and Maintenance**

### **4.1 Plan Maintenance**

This Annex has been developed and reviewed by the Orange County Emergency Management Organization (OCEMO), Emergency Management Council (EMC) Subcommittee and the Terrorism Working Group (TWG). This Annex has been presented for final approval to the Orange County Operational Area Executive Board and Emergency Management Council. The County/OA Aircraft Accident Annex will be reviewed biennially or as necessary following an actual or training event to ensure plan elements are valid and current. The Orange County Sheriff's Department, Emergency Management Division will lead the responsible departments in reviewing and updating their portions of the annex as required based on identified areas for improvement experienced in drills, exercises or actual occurrences. The Orange County Sheriff's Department, Emergency Management Division is responsible for revising the County/OA Aircraft Accident Annex that will enhance the conduct of response operations. The Emergency Management Division will prepare, coordinate, publish and distribute any necessary changes to the annex to all entities as shown on the record of distribution list of this County/OA Aircraft Accident Annex.

### **4.2 Training and Exercises**

All jurisdictions with responsibilities for an aircraft accident should receive training including classroom based training as well as the hands on experience provided by drills and exercises. Exercises are conducted to maintain the readiness of operational procedures. Exercises provide personnel with an opportunity to become thoroughly familiar with relevant procedures, facilities, and systems actually used in emergencies.

Exercises can be accomplished in several ways. Tabletop exercises provide a convenient and low cost method of introducing officials to problem situations for discussion and problem solving. Such exercises are a good way to determine if adequate policies and procedures exist. Periodic tabletop exercises specific to short and long-term recovery operations within the OA are recommended.

JWA conducts a federally mandated full-scale exercise every three years to test their plans while simulating an actual emergency. Different response capabilities are tested and may include emergency notification procedures, transportation coordination elements, mass casualty, and a mass fatality response.

## 5 Authorities and References

The legal documents and references below provide the Orange County OA with the authority to conduct and support emergency operations. When dictated by the situation, additional ordinances or other emergency regulation may be enacted by OA authorities through emergency proclamations.

### 5.1 Federal

- Federal Family Assistance Plan for Aviation Disasters, National Transportation Safety Board, December 2008 (Revised).
- American Red Cross, Orange County Chapter, Aircraft Accident Response Plan.
- FAA Advisory Circulars: <http://www.faa.gov/airports/resources/advisory/circulars/>
- AC 150/5200-12, Fire Department Responsibility in Protecting Evidence at the Scene of an Aircraft Accident.
- AC 150/5200-31A, 7-8-1 Water Rescue Situation.
- The FAA Office of Accident Investigation and Prevention: [http://www.faa.gov/about/office\\_org/headquarters\\_offices/avs/offices/avp/](http://www.faa.gov/about/office_org/headquarters_offices/avs/offices/avp/)
- Code of Federal Regulations (CFR): <http://www.gpoaccess.gov/cfr/>
- 14 CFR, Part 139.319, Aircraft Rescue and Firefighting: Operational Requirements.
- 29 CFR, Part 1910, Occupational Safety and Health Standards.
- 49 CFR, Part 830, Notification and Reporting of Aircraft Accidents or Incidents and Overdue Aircraft, and Preservation of Aircraft Wreckage, Mail, Cargo, and Records.
- IV.49 CFR, Part 831, Accident/Incident Investigation Procedures.
- U.S. Department of State Foreign Affairs Manual Volume 7, 1830, April 2009.
- Aviation Disaster Family Assistance Act of 1996.
- Robert T. Stafford Disaster Relief and Emergency Assistance Act of 1988 (Public Law 93-288, as amended).

### 5.2 State

- California State Emergency Plan.
- Standardized Emergency Management System (SEMS) Regulations (Chapter 1 of Division 2 of Title 19 of the California Code of Regulations 2400-2450) and (Government Code Section 8607(a)).
- Standardized Emergency Management System (SEMS) Guidelines.
- California Emergency Services Act (Chapter 7 of Division 1 of Title 2 of the Government Code).
- California Government Code 8607 (a.).
- Government Code, Title I, Division 4, Chapter 8, Sections 3100-3109.
- California Disaster Assistance Act (Chapter 7.5 of Division 1 of Title 2 of the Government Code).
- California Hazardous Materials Incident Contingency Plan.
- California Health and Safety Code, Division 20, Chapter 6.5, Sections 25115 and 25117, Chapter 6.95, Sections 2550 et seq., Chapter 7, Sections 25600 through 25610, dealing with hazardous materials.
- California Master Mutual Aid Agreement.
- California Fire Service and Rescue Emergency Mutual Aid Plan.
- California Law Enforcement Mutual Aid Plan.
- California Emergency Resources Management Plan.
- Disaster Assistance Procedure Manual.

### 5.3 County

- Orange County Fire Authority Aircraft Incident Operations at John Wayne Airport, March 2005 (Revised).
- John Wayne Airport, Airport Emergency Plan, Part 12 – Water Rescue, April 2011.
- American Red Cross, Orange County Chapter, Aircraft Accident Response Plan, November 2010 (Revised).
- John Wayne Airport “FAA Airport Emergency Plan,” June 2011.
- Orange County Operational Area Emergency Operations Plan 2008.
- County of Orange Emergency Operations Plan 2014.
- Orange County Code, Title 3, Division 1 (Emergency Services).
- Orange County Operational Area Agreement, 1995.
- Orange County Resolution, November 28, 1950, adopting the California Master Mutual Aid Agreement.
- Orange County Ordinance 95-870 creating the Orange County OA.
- Orange County Fire Service Operational Area Mutual Aid Plan, Dec. 1, 1997.
- Orange County Law Enforcement Mutual Aid Contract, January 2010.
- Orange County Operational Area Emergency Alert System (EAS) Plan, May 2010, Revised.
- Orange County Sheriff’s Department, Coroner Division, Mass Fatalities Response Plan.
- County Of Orange And Orange County Weapons of Mass Destruction (WMD) Annex, Jan. 2011
- Orange County Fire Chiefs Association Hazardous Materials Emergency Response Plan.
- Orange County Operational Area Joint Information System Annex, February 2012.
- Orange County Fire Authority, Mass Casualty Incident Response Plan.
- Orange County Operational Area Care and Shelter Annex, 2008.
- Orange County Tactical Interoperability Communications Plan

## **Attachments**

Attachment A - Acronym List

Attachment B- Glossary of Terms

Attachment C - Important Contact Information

Attachment D- Joint Family Support Center Operations

Attachment E- Family Assistance Center Operations

Attachment F- Communications Plan

Attachment G- Air/Sea Response Guidelines

Attachment H- Checklists

## Attachment A-Acronyms List

ADA	Americans with Disabilities Act
ALA	Airport Liaison Agent (DOJ/FBI)
ARC	American Red Cross
ARFF	Aircraft Rescue Firefighting
CalOES	California State Office of Emergency Services
CCCS	Countywide Coordinated Communications System
CEO	County Executive Office
CFR	Code of Federal Regulations
CHP	California Highway Patrol
CP	Command Post
DAFN	Disabilities Access and Functional Needs
DES	Director of Emergency Services
DHHS	Department of Health and Human Services
DMORT	Disaster Mortuary Operational Response Team (DHHS/NDMS)
DNA	Deoxyribonucleic acid
DOC	Department Operation Center
DOJ	Department of Justice
DOS	Department of State
DOT	Department of Transportation
EAS	Emergency Alert System
ECB	Emergency Communications Bureau
EDIS	Emergency Digital Information System
EM	Emergency Management
EMD	Emergency Management Division
EMS	Emergency Medical Services
EMT	Emergency Medical Technician
EOC	Emergency Operations Center
EOP	Emergency Operations Plan
FAA	Federal Aviation Administration
FAC	Family Assistance Center
FBI	Federal Bureau of Investigation
FEMA	Federal Emergency Management Agency
HAZMAT	Hazardous Materials
HCA	Health Care Agency
IAP	Incident Action Plan
IC	Incident Commander
ICS	Incident Command System
ICP	Incident Command Post
JFSOC	Joint Family Support Operations Center

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JIC	Joint Information Center
JWA	John Wayne Airport
LAC	Local Assistance Center
MCI	Mass Casualty Incident
MMRS	Metropolitan Medical Response System
MHOAC	Medical/Health Operational Area Coordinator
NDMS	National Disaster Medical System
NGO	Non-Government Organization
NIMS	National Incident Management System
NTSB	National Transportation Safety Board
O <sup>2</sup>	Oxygen
OA	Operational Area
OAC	Operational Area Coordinator
OAEOC	Operational Area Emergency Operations Center
OA EOP	Operational Area Emergency Operation Plan
OCC	Orange County Communications
OCEMO	Orange County Emergency Management Organization
OCFA	Orange County Fire Authority
OCHCA	Orange County Health Care Agency
OCIAC	Orange County Intelligence Assessment Center
OCPW	Orange County Public Works
OCSD	Orange County Sheriff's Department
OES	Office of Emergency Services
OVA	Office for Victim Assistance (DOJ/FBI)
PIM	Public Information Manager
PIO	Public Information Officer
PSAP	Public Safety Answering Point
RACES	Radio Amateur Civil Emergency Service
REOC	Regional Emergency Operations Center
SAR	Search and Rescue
SEMS	Standardized Emergency Management System
SIOC	Strategic Information and Operations Center (DOJ/FBI)
SNA	Airport Code for John Wayne Airport
SSA	Social Services Agency
TDA	Office of Transportation Disaster Assistance (NTSB)
TICP	Tactical Interoperability Communications Plan
UC	Unified Command
USCG	United States Coast Guard
USAR	Urban Search and Rescue
VHF	Very High Frequency
WMD	Weapon/s of Mass Destruction

## Attachment B-Glossary of Applicable Terms

**Accident** - As defined by the NTSB, this is an occurrence associated with the operation of an aircraft where as a result of the operation of an aircraft, any person (either inside or outside the aircraft) receives fatal or serious injury or any aircraft receives substantial damage. The occurrence is also not caused by the deliberate action of one or more persons and that leads to damage or injury. The NTSB definition, which is also used by the FAA, divides accidents into four categories:

**Major** - an accident in which a 14 CFR 121 aircraft was destroyed, there were multiple fatalities, or there was one fatality and a 14 CFR 121 aircraft was substantially damaged.

**Serious** - an accident in which there was either one fatality without substantial damage to a 14 CFR 121 aircraft, or there was at least one serious injury and a 14 CFR 121 aircraft was substantially damaged.

**Injury** - a nonfatal accident with at least one serious injury and without substantial damage to a 14 CFR 121 aircraft.

**Damage** - an accident in which no person was killed or seriously injured, but in which any aircraft was substantially damaged.

**Administrator** - The Federal Aviation Administrator or any person to whom the Administrator has delegated the authority of the Administrator.

**Airline** - Any person or organization who undertakes, whether directly or indirectly, or by lease or any other arrangement, to engage in air transportation and conducts operations in accordance with 14 Code of Federal Regulations (CFR) 121 and 135.

**Air Taxi** - An aircraft operator who conducts operations for hire or compensation in accordance with 14 CFR 135 in an aircraft with 30 or fewer passenger seats and a payload capacity of 7,500 pounds or less. An air taxi operates on an on-demand basis and does not meet the "flight scheduled" qualifications of a commuter.

**Aircraft** - A device that is used or intended to be used for flight in the air. (For purposes of this annex, ultra-light vehicle accidents and incidents are not investigated as "aircraft.")

**Aircraft Accident** - An occurrence associated with the operation of an aircraft which takes place between the time any person boards the aircraft with the intention of flight and until such time as all such persons have disembarked, and in which any person suffers death or serious injury, or in which the aircraft receives substantial damage. All aspects of the exceptions to substantial damage (see "Substantial Damage") should be considered before making a final substantial damage determination that would classify the occurrence as an accident.

**Airworthy** - The aircraft must conform to its type certificate and be in condition for safe operation.

**Armed Forces** - The Army, Navy, Air Force, Marines, and Coast Guard of the United States, including their regular and Reserve Components and members serving without component status.

**Civil Aircraft** - Any aircraft other than a public aircraft.

**Code of Federal Regulations (CFR)** - A document that codifies all rules of the executive departments and agencies of the Federal government. It is divided into fifty volumes, known as titles. Applicable to this Annex is

Title 14--Aeronautics and Space (referenced as 14 CFR), Part 121-- Operating Requirements: Domestic, Flag, and Supplemental Operations.

**Command Post** - Location a safe distance upwind from an accident site, where the on-scene coordinator, responders, and technical representatives make response decisions, deploy workers and equipment, maintain liaison with news media, and handle communications.

**Commuter** - An Airline operator operating under 14 CFR 135 that carries passengers on at least five round trips per week on at least one route between two or more points according to its published flight schedules that specify the times, day of the week, and places between which these flight are performed. The aircraft that a commuter operates has nine or fewer passenger seats and a maximum payload capability of 7,500 pounds or less.

**Destroyed Aircraft** - An aircraft damaged to the extent that it would be impracticable to return the aircraft to an airworthy condition.

**Disabilities, and Access and Functional Needs** - Populations whose members may have additional needs before, during, and after an incident in functional areas, including but not limited to: maintaining independence and the ability to perform the activities of daily living, communication, transportation, supervision, and medical care. Individuals in need of additional response assistance may include those who have disabilities; who live in institutionalized settings; who are elderly; who are children; who are from diverse cultures; who have limited English proficiency or are non-English speaking; or who are transportation disadvantaged.

**Evacuation** - The urgent removal of people from an area to avoid or reduce high-level, short-term exposure, usually from the plume or from deposited activity. Evacuation may be a preemptive action taken in response to a facility condition rather than an actual release.

**FAA Accident Advisor** - Any FAA employee assigned to assist the U.S.-accredited representative during participation in an Aircraft Accident investigation being conducted by a foreign country.

**FAA Coordinator** – A job title assigned by the NTSB and military services to the FAA investigator-in-charge (IIC).

**FAA Accident Participants or FAA Participants** - Those FAA personnel assigned to assist the FAA and NTSB IIC in an accident or incident investigation.

**FAA Aircraft** – Any aircraft owned, leased, under military bailment, rented by the FAA, or piloted by FAA personnel when in an official FAA capacity.

**FAA Investigator-In-Charge (IIC)** - The FAA inspector/investigator assigned to supervise and coordinate all FAA participants in an accident or incident investigation. In each aviation investigation, the FAA IIC is responsible for the management of all FAA resources at the scene and for determining if the facts of the accident indicate that FAA responsibilities were involved in the occurrence.

**Family Assistance Center (FAC)** - A facility established at a hotel or similar location to provide for the psychological and physiological needs of Aircraft Accident victims family members.

**Fatal Injury** - Any injury that results in death within 30 days of the accident.

**Federal Aviation Regulations (FARs)** - Rules prescribed by the Federal Aviation Administration (FAA) governing all aviation activities in the United States. The FARs are part of Title 14 of the Code of Federal Regulations (CFR). A wide variety of activities are regulated, such as airplane design, typical airline flights, pilot training activities, hot-air ballooning, lighter than air craft, man-made structure heights, obstruction lighting and marking, and even model rocket launches and model aircraft operation. The rules are designed to promote safe aviation, protecting pilots, passengers and the public from unnecessary risk. They are also intended to protect the national security of the United States, especially in light of the September 11, 2001 attacks.

**Field Operations** - Activities conducted outdoors or outside of manufactured enclosures or structures which contain built-in alarms or engineered chemical agent controls. Short-term operations in storage structures are also considered field operations.

**First Responder** - Police, fire, and emergency medical personnel who first arrive on the scene of an incident and take action to save lives, protect property, and meet basic human needs. First responders may include federal, state, or local responders.

**Fixed-Base Operators (FBOs)** - The FAA defines a fixed-base operator as “an individual or firm operating at an airport and providing general aircraft services such as maintenance, storage, aircraft fueling, and flight instruction.” Some FBOs have amenities for pilots and passengers such as flight planning, catering, restrooms, ground transportation, showers, sleeping areas, and wireless internet access. FBOs with the acceptable equipment may provide assistance after an aircraft related emergency in the form of aircraft removal or aircraft maintenance, depending on the size and nature of the situation.

**Flotsam** – Floating wreckage or debris.

**Foreign Airline** - Any person other than a citizen of the United States who undertakes, directly by lease or other arrangement, to engage in air transportation and conducts its operations within U.S. airspace in accordance with 14 CFR 129.

**Hazardous Materials** - Any material which is explosive, flammable, poisonous, corrosive, reactive, or radioactive (or any combination), and requires special care in handling because of the hazards posed to public health, safety, and/or the environment.

**Incident Command Post** - A site that is located a safe distance from an emergency site, where the incident commander, key staff, and technical representatives can make decisions and deploy emergency workers and equipment.

**Jetsam** - Part of a ship, its equipment, or its cargo that is purposefully cast overboard or jettisoned to lighten the load in time of distress and sinks or is washed ashore.

**Joint Family Support Operations Center (JFSOC)** - The name given to a central location where participating organizations are brought together to monitor, plan, coordinate and execute response operations to an Aircraft Accident.

**Joint Information Center (JIC)** - A center established to coordinate the federal public information activities on-scene. This is the central point of contact for all news media at the scene of the incident. Public information

officials from all participating federal agencies should collocate at the JIC. Public information officials from participating State and local agencies also may collocate at the JIC.

**Jurisdiction** - The range or sphere of authority. Public agencies have jurisdiction at an incident related to their legal responsibilities and authority. Jurisdictional authority at an incident can be political or geographical (e.g., city, county, state, or federal boundary lines) or functional (e.g., law enforcement, public health).

**Lagan** - Cargo that is lying on the bottom of the ocean, sometimes marked by a buoy, which can be reclaimed.

**Mass Fatality** - A Mass Fatality incident is characterized by a situation where there are more bodies than can be attended to using available, local resources.

**Minor Damage** - As defined by the FAA, an aircraft is deemed airworthy upon completing simple repairs or replacing minor parts and an extensive inspection is *not* necessary.

**Mitigation** - Activities designed to reduce or eliminate risks to persons or property or to lessen the actual or potential effects or consequences of an incident. Mitigation measures may be implemented prior to, during, or after an incident. Mitigation involves ongoing actions to reduce exposure to, probability of, or potential loss from hazards. It may include zoning and building codes, floodplain buyouts, and analysis of hazard-related data to determine where it is safe to build or locate temporary facilities. Mitigation can include efforts to educate governments, businesses and the public on measures they can take to reduce loss and injury.

**Mass Casualty Incident (MCI)** - An MCI is defined as an incident with sufficient patient casualties requiring additional responding units and resources to provide appropriate level of care. All casualties triaged immediate or delayed may require paramedic assessment.

**Operator** - Any person who causes or authorizes the operation of an aircraft, such as the owner, lessee, or bailee of an aircraft.

**Passenger** - The term "passenger" includes Airline employees aboard an aircraft.

**Public Health Advisory** - A statement made a state regulatory agency that a release of hazardous substances poses an immediate threat to human health. The advisory includes recommended measures to reduce exposure and reduce the threat to human health.

**Public Health Hazard** - A category used in ATSDR's public health assessments for sites that pose a public health hazard because of long-term exposures (greater than 1 year) to sufficiently high levels of hazardous substances or radionuclides that could result in harmful health effects.

**Public Health Statement** - The public health statement is a summary written in words that are easy to understand. The public health statement explains how people might be exposed to a specific substance and describes the known health effects of that substance.

**Public Health Surveillance** - The ongoing, systematic collection, analysis, and interpretation of health data. This activity also involves timely dissemination of the data and use for public health programs.

**Public Information Manager** - An official at headquarters or in the field responsible for preparing and coordinating the dissemination of public information in cooperation with other responding federal, state, tribal, and local agencies.

**Risk Management** - A decision-making process that entails consideration of political, social, economic, and engineering information with risk-assessment information to develop, analyze, and compare regulatory options and to select the appropriate regulatory response to a potential health risk.

**Substantial damage** - Damage or failure which adversely affects the structural strength, performance, or flight characteristics of the aircraft, and which would normally require major repair or replacement of the affected component.

**Terrorism** - Terrorism includes the unlawful use of force or violence against persons or property to intimidate or coerce a government, the civilian population, or any segment thereof, in furtherance of political or social objectives.

### Attachment C-Important Contact Information

MUTUAL AID	Control One	(714) 628-7008
	Fire and Rescue Mutual Aid	(714) 538-3501
	Health Care Mutual Aid	(714) 415-8980
	Law Enforcement Mutual Aid (OCSD Department Commander)	(714) 628-7170
LOCAL RESOURCES	American Red Cross	(855) 891-7325
	John Wayne Airport, Orange County Sheriff's Department Office	(949) 252-5000
	Orange County Coroner's Office	(714) 647-7411
	Orange County Emergency Management Division	(714) 628-7054
	Orange County Fire Authority Hazardous Material Services	(714) 538-3501
	Orange County Health Disaster Management	(714) 415-8980
	Orange County Intelligence Assessment Center	(714) 289-3949
	Orange County Public Works Operations and Maintenance	(714) 955-0200
	Orange County Sanitation District	(714) 593-7025
	Orange County Sheriff's Department Hazardous Devices Section	(714) 538-2694
	Orange County Transportation Authority	(714) 530-6060
	Orange County Waste and Recycling	(714) 720-1134
	Orange County Emergency Medical Services	(714) 415-8980
	Water Emergency Response Organization – Orange County	(714) 593-5010
STATE RESOURCES	California Department of Health Services Duty Officer	(916) 553-3470
	California Emergency Medical Services Authority (EMSA) Duty Officer	(916) 845-8911
	California Highway Patrol, Orange County	(949) 559-7888
	California Office of Environmental Health Hazard Assessment	(951) 943-1582
	California State Warning Center	(916) 845-8911
FEDERAL RESOURCES	Department of Defense Director of Military Support	(310) 380-5660
	Department of Health & Human Services	(310) 725-3300
	Department of Homeland Security	(310) 477-6565
	FAA Western-Pacific Ops Center (24/7 accident and incident response)	(800) 221-8724
	Federal Bureau of Investigation	(703) 697-0218
	Federal Emergency Management Agency Region 9	(415) 265-7049
	National Transportation Security Bureau Western Regional Offices	(202) 282-8000
	Transportation Security Administration (24/7)	(949) 862-5534
	U.S. Coast Guard Sector 9 (Los Angeles/Long Beach) Operations	(510)-627-7100
U.S. Environmental Protection Agency	(415) 314-7352	

## **Attachment D-The Joint Family Support Operations Center**

The NTSB will require the establishment of a Joint Family Support Operations Center (JFSOC). The JFSOC serves as the focal point for coordination between representatives from federal agencies and local government emergency services. The information provided below is the NTSB document that provides the necessary guidance regarding the establishment and operation of the JFSOC.

The JFSOC is a central location where participating organizations are brought together to monitor, plan, coordinate, and execute a response operation maximizing the utilization of all available resources. The JFSOC is designed to address communication, information sharing and coordination challenges.

Organizations normally involved in the JFSOC are the following: NTSB, Airline, the American Red Cross, local government and law enforcement, and supporting federal agencies. Depending on the extent of the disaster, other organizations may also be involved in the JFSOC.

The JFSOC responsibilities include:

- Serve as the central point for coordination and sharing of information among participating organizations.
- Monitor ongoing family support activities and tracks mission activities of each organization, such as the status of the available resources.
- Maintain a current list of locations and key telephone numbers of participating organizations and personnel.
- Manage and coordinate requests for family support services.
- Maintain a daily journal of organizational activities and responses.

Agency representatives assigned to the JFSOC are responsible for the following tasks:

- Maintain status of family support activities.
- Prepare information for the NTSB family website.
- Provide information for the daily family briefing.
- Brief participating agencies daily about activities concerning family support.
- Coordinate and share information among all organizational representatives.
- Maintain locations and telephone numbers of organizational entities along with key personnel (for instance, FAC, medical examiner, staff processing center, NTSB investigators, Airline, accident site, supporting organizations, local law enforcement, and local government).
- Maintain and update daily plans, incident action plans, and plans for future operations.
- Maintain the status and location of injured victims.
- Maintain the status of victim identification effort utilizing information provided by Coroner personnel or their designee.
- Update information on numbers of families at the accident city and projected departures/arrivals (24/48 hours).
- Track the status of ante mortem interviews and ante mortem data collection.

An aircraft accident may take place anywhere. Therefore, it is necessary to remain flexible in planning the location of the JFSOC, taking into consideration the location and the severity of the accident. The location of the JFSOC will be determined based on available space, in such places as hotels, local government buildings, or mobile command posts.

The Airline is responsible for securing space to accommodate family members, the FAC, and the JFSOC. The involved Airline should plan to secure a hotel area that can accommodate the people, equipment, and activities in the JFSOC. Although hotel space for family members and the FAC will be at a premium, the JFSOC should be located in the same hotel. A small ballroom or large conference room is appropriate. Should the Airline have difficulty securing space, the NTSB will contact local authorities to determine the availability of suitable space.

The following is a general description of the duties and responsibilities of agency representatives assigned to the JFSOC:

- **Coordinator:** The JFSOC Coordinator represents the NTSB and is charged with managing the day-to-day activities of the JFSOC. The coordinator may do any of the following tasks: assign responsibilities to JFSOC members, facilitate the exchange of information among JFSOC participants, ensure critical information is kept current, inform other participants of significant developments, collect information that may be used for family briefings, ensure individual logs are kept current, coordinate with NTSB headquarters regarding information to be placed on the NTSB special family website, and perform other duties relating to specific requirements of the accident response.
- **Deputy Coordinator:** A Deputy Coordinator may be designated to assist the Coordinator. The Deputy Coordinator may be from the Airline or from the local emergency management agency.
- **Administrative Officer:** An Administrative Officer will assist the Coordinator with administrative functions, such as preparing drafts of documents, collecting and posting logs, assembling clips of media coverage of the accident, providing supplies, and performing other duties relating to the specific requirements of the accident response.
- **Airline representative:** The Airline representative serves primarily in a coordinating role for the carrier. Responsibilities include passing along information to the carrier's command center regarding positively identified passengers; addressing questions related to current and future support provided to families; providing updates regarding other agencies' current and future plans and developments; scheduling meetings and related agendas; maintaining a daily log; monitoring status of injured victims and numbers of family members on and off site; providing information for daily briefings to family members; updating other JFSOC participants on the carrier's activities and developments.
- **Local government representative:** The local government representative is the coordinating point for JFSOC participants on issues of security of the morgue, FAC, hotels for family members, and other designated sensitive areas. The representative is also responsible for keeping his or her organization informed of family affairs activities and meetings, updating other JFSOC participants on the local government's activities and developments, maintaining a daily log, providing information for daily briefings to family members, identifying local assets and resources that can be utilized to support the

operation, and assisting other participants in their understanding of the local community and their leaders.

- **Coroner representative:** The Coroner representative serves as a liaison between the victim identification activities at the morgue, the ante-mortem interview process at the FAC, and the Disaster Mortuary Operational Response Team (DMORT) FAC team. They may also provide information on the victim identification process at the family briefings.
- **American Red Cross representative:** The American Red Cross representative assigned to the JFSOC coordinates the American Red Cross' operations in the FAC and the staff-processing center. Responsibilities include responding to questions that relate to current and future support provided to families and support workers, answering questions related to persons and organizations who want to volunteer services or support, informing the American Red Cross of scheduled meetings, maintaining a daily log, monitoring status of support personnel in the FAC and other sites, answering or redirecting calls from family members who may be off site, providing information for daily briefings to family members, and updating other JFSOC participants regarding operational activities and developments.
- **Department of State (DOS) representative:** The DOS representative serves in a coordinating role between the JFSOC and the DOS. The representative will coordinate issues involving foreign passengers and the support they will need from DOS, the victim's embassy/consulate, and other participants of the JFSOC. Other tasks include maintaining a daily log, monitoring status of foreign victims and their families, providing advice on cultural issues, answering or redirecting calls from foreign government officials, providing information for daily briefings to family members, and updating other JFSOC participants on the organization's activities and developments. If foreign consulate officials participate in the activities of the JFSOC, the DOS representative will serve as their sponsor.
- **Department of Justice/Federal Bureau of Investigation Office for Victim Assistance (DOJ/FBI OVA) representative (if required)** DOJ/FBI OVA will only be involved in the JFSOC when the cause of the disaster is suspected to be of criminal intent. The representative serves primarily in a coordinating and informational role for DOJ/FBI.
- **Federal Emergency Management (FEMA) representative (if required)** The FEMA representative is not normally involved in the JFSOC, unless the disaster requires substantial federal government assistance. For example, a disaster that occurs in a highly populated area causing severe structural damage and a substantial number of ground casualties will require a FEMA representative at the JFSOC. The representative will be primarily responsible for coordinating the local and State emergency management agency efforts with the family support operation.

## Attachment E-Family Assistance Center Operations

The Family Assistance Center (FAC) focuses on services for family members when they travel to the accident location. The FAC is designed to meet the immediate and short-term needs of family members including safety, security, physiological needs (food, sleep), information (about the victim recovery and identification process, and the investigation), and crisis/grief counseling. In addition, family members may be interviewed to gather ante mortem information about the victims and to submit DNA samples to facilitate victim identification. The Airline is required to provide the FAC location. The FAC is usually established at a hotel or similar facility. The facility should be ADA compliant having multiple meeting rooms, a large ballroom, up-to-date information technology infrastructure, and food services.

Arrangements are coordinated by the Airline and the NTSB. The NTSB Transportation Disaster Assistance (TDA) Director manages FAC operations or assigns a designee.

FAC staffing should include the following:

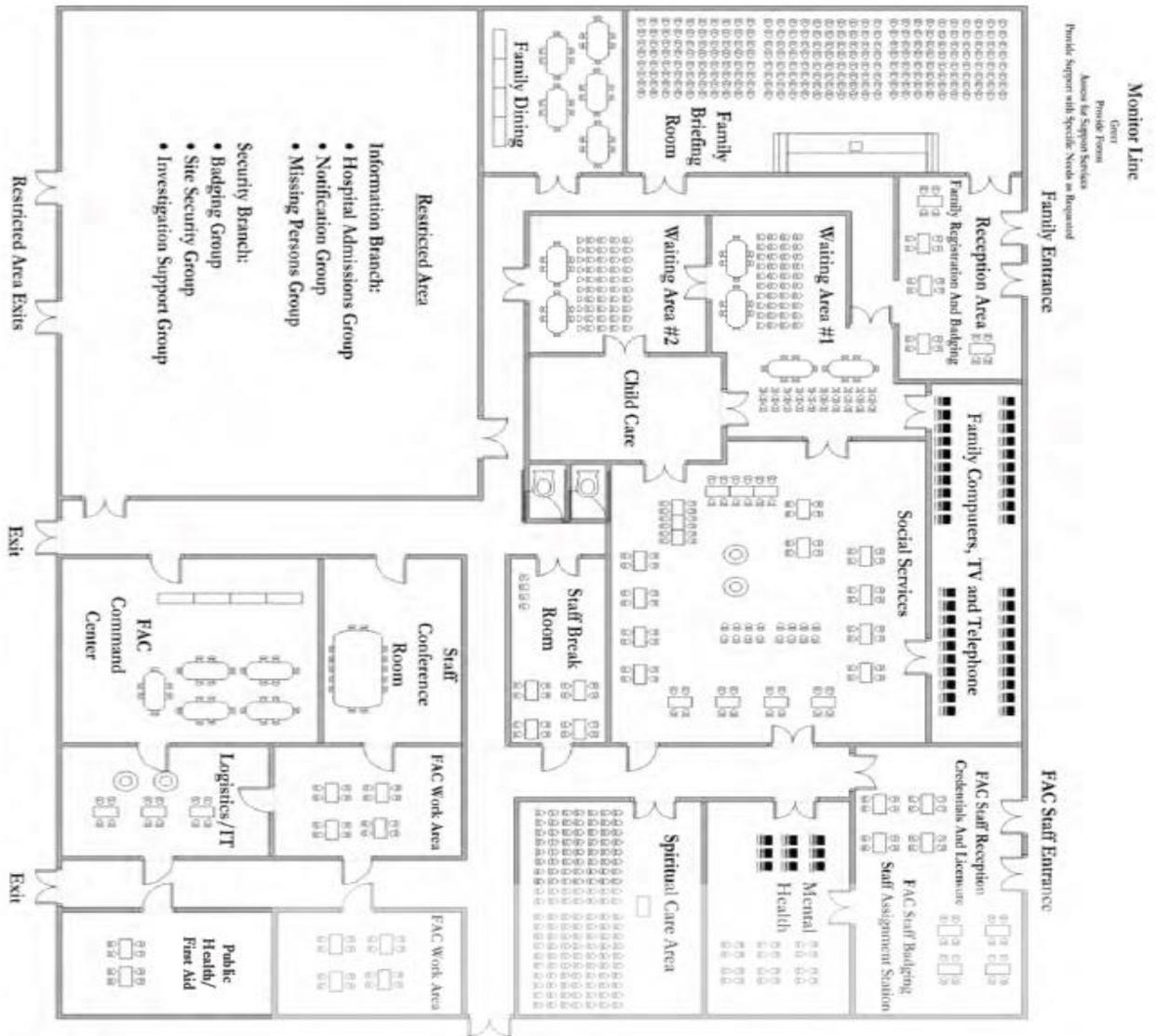
- Airline support team personnel and their associated management team.
- NTSB TDA staff.
- Local law enforcement.
- American Red Cross personnel, including approved childcare providers, spiritual care staff, health professionals and crisis counselors.
- Coroner staff.
- Personnel designated by the Coroner to conduct ante mortem interviews.
- Personal effects management contractors working for the Airline.
- Local agency support personnel.

A number of critical functions will take place at the FAC and must be closely coordinated; they include the following:

- Safety and security, including badging of staff and family members.
- NTSB daily briefings typically held twice daily.
- Ante mortem interviews conducted by the Coroner personnel or their designee.
- Childcare, spiritual care and crisis counseling (conducted by the American Red Cross).
- Death notifications by the Coroner.

Typically, the FAC will remain operational until the decedents have been identified, or until families are notified that the identification process will continue for an extended period. If this should occur, families will be contacted at home regarding positive identifications. It is essential that each agency in the FAC understand its role in the support of families. Not all family members will travel to the FAC. If there are family members already residing in the accident city, they will most likely visit the FAC to receive updates at the briefings and then return home. Other family members will participate in the briefings via a telephone conference bridge.

### Sample Family Assistance Center Room Schematic



## Attachment F-Communications Plan

The Communications Plan provides suggested channels and talkgroups for interoperability, and establishes a Common Command Channel upon initial dispatch to an aviation accident or air/sea disaster. This communications plan does not eliminate or replace the responding unit's responsibility to communicate with their agency.

Most first responders utilize the County of Orange 800 MHz Countywide Coordinated Communications System (CCCS). Exceptions include the Coast Guard, Department of Fish and Game, Los Alamitos Army Airfield, and some State Parks personnel. The Incident Commander should establish a Radio Communications Plan in conjunction with Control One as soon as practicable to provide for smooth coordination with and among incident resources.

### Special Considerations

The following special considerations are provided for guidance when establishing a communications plan for an aircraft accident response.

#### Control One "Patch"

Control One has the ability to "patch" 800 MHz CCCS talkgroups to specific pre-determined interoperability channels used by non-Orange County 800 MHz CCCS responders. Standing authorizations must be established well in advance of any Aircraft Accident response (contact OCSD/Communications to establish authorizations at 714-704-7919). The appropriate patch would immediately be implemented upon request by an Orange County agency. Radio channels are available in the following public safety frequency bands:

#### VHF Low Band

- LLAW1 (formally CLEMARS) (Law enforcement only)

#### VHF High Band

- OC Access
- NALEMARS (Law enforcement only)

#### UHF

- OC Access
- CALAW4 (Law enforcement only)
- Med-9 (Medical only) - see note below

#### 800 MHz

- OC Access
- CLEMARS (Law enforcement only)
- FIREMARS (Fire/EMS only)
- ITAC 1 through 4

Note: When medical transport is part of the Response, the IC should consider having Control One "patch" the appropriate 800 MHz Talkgroup(s) to the "Med-9" UHF channel.

## **Attachment G-Air/Sea Aircraft Accident Response Guidelines**

### **1 Purpose**

This document serves to augment the Aircraft Accident Annex by identifying the organizations, agencies, and departments that will respond to an over water aircraft accident in addition to noting some of the capabilities and responsibilities they have. With the intent to provide guidance to coordinate the deployment of federal, state and local agencies during an air disaster in the maritime vicinity of Orange County, these guidelines define general responsibilities and procedures specific to an aircraft involved in a crash in the Orange County Coastal Waters of the Pacific Ocean including the Newport Beach Back Bay. Each incident will bring with it unique circumstances that will provide first responders challenges. Its purpose is not to change current operational guidelines, but to allow existing plans to be collaboratively used together and to define general responsibilities. Furthermore, this attachment is intended to assist emergency management staff by providing insight into the challenges met by first responders.

### **2 Overview**

Orange County jurisdictional waters extend beyond the immediate Orange County coastline to a point three miles beyond the outermost islands, reefs and rocks and include all waters between those islands and the coast.

The Newport Back Bay bottom composition and water depth will make response a challenge. The OCSD Harbor Patrol, OCFA and Newport Beach Fire may all be required at the scene. Assets from Newport Beach Fire Department will likely be the first response organization on scene. The unique equipment and response capabilities of OCFA Station 33, located at JWA, may be called upon to augment and assist in the response. Regulatory guidance mandates airports maintain a specified level of response capability. Therefore, in order to not decrement their "on airport" response capability Station 33 assets will depart the scene upon situation stabilization or when adequate jurisdictional resources are on scene and capable of maintaining the continuity of operations. Each of these organizations have training and resources as well as established protocols to perform the required on scene response requirements.

Multiple agencies including fire, law, lifeguard services and the USCG have response capabilities to an air/sea aircraft accident including securing the scene, crowd management, fire suppression and search and rescue activities. Jurisdictionally, the OCSD Harbor Patrol in most instances will serve as the Incident Commander.

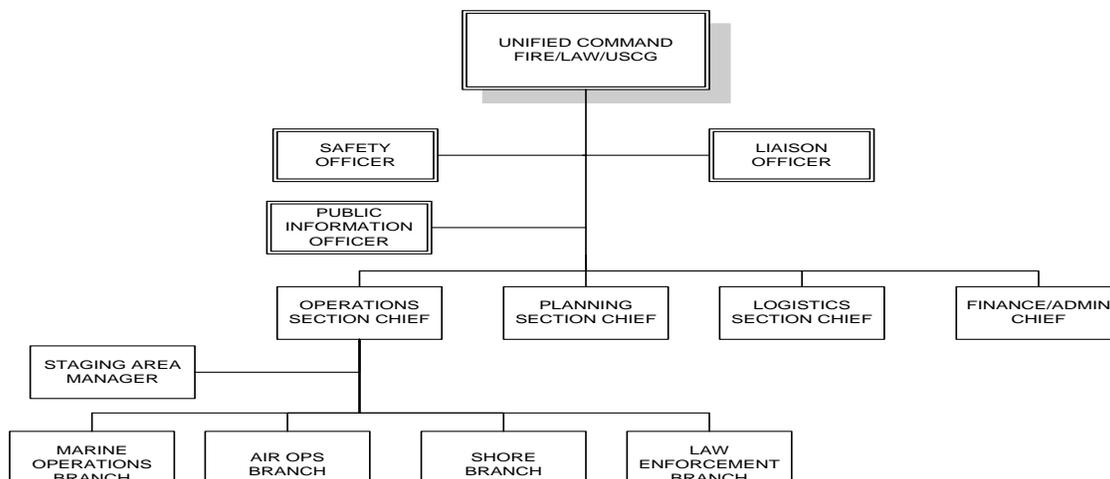
The OCSD Harbor Patrol has the capability to provide on the water and shoreline rescue in coordination with responding partners, OCFA and Newport Beach Fire Department. During the hours of 10:30pm and 6:30am, the OCSD Harbor Patrol can respond with up to three, two-man fire/rescue boats. Between 6:30am and 10:30pm, the OCSD Harbor Patrol may respond with up to three additional two-man boats with water pumping capabilities, if requested. The Harbor Patrol will assist in fire/rescue operations in coordination with the Fire Department.

The USCG is equipped, trained and ready to provide airborne and waterborne rescue equipment and personnel. In cooperation with the OCFA and the Newport Beach Fire Department, the USCG can provide environmental mitigation assistance and assist jurisdictional agencies as the situation dictates. The USCG may respond with helicopters equipped with rescue swimmers and hoists. The capacity for ambulatory patients aboard USCG helicopters may vary dependant on aircraft availability. The USCG will coordinate all military air and vessel resources as needed. During large-scale events, or at the request of jurisdictional agencies, the USCG may serve as the lead agency.

Newport Beach Lifeguards have the ability to respond with lifeguards, rescue swimmers, rescue boats and personal watercraft to assist with rescue operations.

### 3 Command and Control

**Incident Command Organization Chart**



#### 3.1 Unified Command

Unified Command (UC) allows all agencies with responsibility for the incident, either geographic or functional, to manage the incident by establishing a common set of incident objectives and strategies. This is accomplished without losing or abdicating agency authority, responsibility or accountability. Due to the nature of an air/sea aircraft accident in the waters adjacent to and extending out from Orange County and the anticipated multi-agency response, a UC will be established to coordinate all aspects of the incident with a representative from the USCG, the Health Care Agency, fire agencies, law enforcement and JWA.

### ***INCIDENT COMMAND POST (ICP) LOCATION***

The UC will decide where to establish the initial ICP with respect to the incident's location. After the first operational period, establishment of and transition to an Incident Command Center at the OCSD Harbor Patrol facility, located at 1901 Bayside Drive, Corona Del Mar, California may occur. In situations where the incident is of such magnitude that response will rely heavily on USCG assets, the decision may be agreed upon to locate the ICP at the USCG Los Angeles/Long Beach Command and Control Center. This facility is located at 1001 South Seaside Ave., Building 20, Terminal Island, CA.

## **3.2 Operations Section**

### **3.2.1 Marine Operations Branch Director**

Responsibility for maritime Search and Rescue (SAR) in the waters adjacent to and extending out from Orange County is assigned to the commander, USCG Los Angeles/Long Beach Sector as the federal SAR Mission Coordinator. Therefore, Marine Operations Branch Director duties will normally be assigned to the Commander, USCG Sector Los Angeles/Long Beach.

While the USCG will provide on-scene rescue coordination, USCG SAR units may not be the first units arriving at the crash site. It is the responsibility of the first search and rescue unit on scene to assume the role of the SAR Group Supervisor, establish the incident location and coordinate all agencies in the maritime rescue effort. The initial incident assessment shall be transmitted as soon as possible to the USCG. Information to be communicated to the USCG should include:

- Type of aircraft and carrier name, if possible.
- Approximate number of survivors/victims.
- Latitude and longitude.
- On-scene weather and sea conditions.
- Recommend a shore side survivor/victim Evacuation Site.

Upon arrival at the incident location, a USCG SAR unit will assume Search and Rescue Group Supervisor duties with all local, state and federal agency rescue vessels and aircraft reporting to for assignment. The USCG SAR Group Supervisor will initiate, if necessary, a "Captain of the Port Security Zone" around the incident location.

### **3.3 Air Operations Branch Director**

The Air Operations Branch Director duties will normally be assigned to a member of the USCG Air Station Los Angeles. It is responsible for preparing the air operations portion of the Incident Action Plan (IAP) which will reflect agency restrictions having an impact on the operational capability or utilization of air resources (e.g., night flying, flying over water, hours per pilot).

The Air Operations Branch Director shall:

- Request, if necessary, a Temporary Flight Restriction Zone (FAR 91.137), for the vicinity of the crash site, from the Federal Aviation Administration (FAA) Air Route Traffic Control Center. (Contact the Operations Manager at (661) 265-8205).
- Coordinate aircraft access into the FAA Temporary Flight Restriction Zone on VHF-AM 123.10 MHz. (International on-scene SAR Channel) as a primary frequency or on VHF-AM 123.05 (Helicopter UNICOM) as a secondary frequency.

### **3.4 Shore Branch Director**

The Shore Branch Director will coordinate all shore side medical, rescue and recovery operations. The Shore Branch Director will normally be assigned to the jurisdictional fire department agency responsible for the shore side evacuation site. When directed by the UC, implement Mass Casualty incident (MCI) operational procedures.

The first USCG, law or fire representative on-scene at the designated shore side evacuation site shall assume the role of Shore Branch Director until transferred to another officer. All agencies shall be notified immediately of Shore Branch Director changes.

The Shore Branch Director shall provide for continuity of leadership from the arrival of the first agency representative through the termination of the incident shore side evacuation site. This includes an assessment of the incident shore side response activities in order to use all necessary measures to minimize the impact on survivors/victims.

The Shore Branch Director may establish groups to coordinate activities of functional importance. These functional groups may include medical, debris, re-supply, rehab or any other services needed to ensure a rapid rescue boat turn around.

### **3.5 Law Enforcement Branch Director**

The Law Enforcement Branch Director will coordinate all incident law enforcement operations. The Law Enforcement Branch Director duties will normally be assigned to the jurisdictional law enforcement agency responsible for the shore side evacuation site.

Additional duties of the Law Enforcement Branch Director shall include:

- Establish a crash site security zone utilizing law enforcement vessels and aircraft as soon as practical. Restrict civilian vessel traffic out of ports and marinas as may be necessary.
- Provide for shore side security at the ICP, triage/treatment areas, staging locations and other designated incident areas and facilities.
- Crowd and traffic control.
- Initiate incident investigation.

### **3.6 Coroner Branch Director**

The OCSO, Coroner Division, Mass Casualty Incident Response Plan will be activated when fatalities are imminent. A coroner branch will be established under the operations section.

## **4 Concept of Operations**

The concept of operations in this attachment addresses the additional issues specific to an air/sea aircraft accident, augmenting the main portion of this Annex.

### **4.1 Rescue and Recovery of Survivors/Victims**

Initial response will be dedicated to the rescue and assistance of survivors/victims of an aircraft accident with the secondary responsibility to provide scene security, evidence preservation and wreckage recovery. Each jurisdictional agency who will likely respond to an aircraft accident in the water is trained and routinely practices response to such incidents. This plan does not intend to dictate or change responding agency training requirements, policies or procedures.

The first SAR unit on scene shall continue to provide on-scene SAR coordination until relieved by a USCG SAR unit. This will ensure an organized and controlled rescue effort. It is mandatory that incoming SAR units report to the SAR Group Supervisor for assignment (e.g., rescue deployment of flotation, survivor/victim transportation to the evacuation site or crash site security).

As necessary, SAR units shall provide:

- Effective lighting. To avoid confusion, search and rescue units shall not activate their blue lights until arriving on-scene. Review of previous air/sea aircraft crashes has shown that at night, helicopter lighting of the incident location is paramount in ensuring rescue of survivors/victims and providing for rescuer safety.
- Deployment of rescue swimmers for the rescue of survivors/victims.
- Initial medical treatment.
- Transportation of survivors/victims to the designated shore side evacuation site.

### **4.2 Scene Security**

Security of the aircraft crash site should be accomplished as quickly as possible to preserve evidence and retrieve wreckage. Many privately owned vessels will attempt to transit to the accident site to assist in rescue operations. Although volunteers assist for humanitarian reasons, their efforts may cause hardship and hazardous consequences for rescue personnel. Volunteers, with the exception of USCG Auxiliary vessels under patrol orders, should be excluded from the incident area. A security zone to allow only authorized rescue personnel into the crash site should be initiated as soon as possible.

As necessary, the USCG may initiate a “Captain of the Port Security Zone” and an FAA Temporary Flight Restriction Zone around the incident area. USCG SAR units not providing command and control or participating in search and rescue operations may be used for crash site security and/or recovery of wreckage and debris.

Law Enforcement may, as necessary:

- Establish a perimeter and provide for on-scene security.
- Restrict vessel traffic out of harbors and marinas to reduce the number of vessels attempting to transit the incident location.
- Provide law enforcement escorts for the Airline representatives to and from the Incident Command Post, incident location, etc.

### **4.3 Salvage/Wreckage Recovery**

Preservation of aircraft wreckage, mail, cargo, and records (including all recording media of flight, maintenance, and voice recorders, pertaining to the operation and maintenance of the aircraft and to the airmen) is the responsibility of the operator of the aircraft. The responsibility will remain with the aircraft operator until the NTSB takes custody thereof, or a release is granted (aircraft wreckage salvage/recovery regulations are located in the CFR Title 49 – Transportation, Subpart C, Section 830.10).

Prior to the time the NTSB takes custody of aircraft wreckage, mail, or cargo, such items may not be distributed or moved except to the extent necessary to:

- Remove the persons injured or trapped.
- Protect the public from injury.
- Protect the wreckage from further damage, sinking, etc.

Any wreckage considered evidence should be collected, tagged or photographed. Documentation of the location found shall be noted and remanded to the representative of the NTSB.

The UC will determine the shore side wreckage collection area.

### **4.4 Public Information**

A JIC will need to be established away from the ICP. Representatives from all participating agencies will send a representative empowered to speak for their respective agency to the center. All involved agencies may issue press releases relevant to their activities, but those releases should be coordinated, reviewed and approved through the assigned PIO who will coordinate information received from the ICP. Public information representatives will be dispatched to other locations based on news media demands and the incident circumstances. More information can be obtained from the Orange County Operational Area Joint Information System Annex.

## 5 Available Response Resources

For situational awareness, planning and response execution, the following organizations, departments and agencies have available resources that will aid and assist in an aircraft accident response situation.

### California State Department of Fish and Game

#### Boats:

- One, Patrol Boat “Thresher” located at Dana Point Harbor - 54’ x 20’ High Speed Catamaran 2 day endurance with a 4-person crew. This can be increased if additional crew can be transported to incident scene. Carries and launches a 17’ Rigid Hull Inflatable Boat for recovery and search operations. Able to accommodate up to 30 victims Vessel lighting and size allow safe operation in daylight and dark conditions. Each vessel is equipped with the following:

Radar	Digital global positioning system
VHF	Satellite Phone
SSB radio	Digital color sounder
Radio direction finder	Fire/de-water pump
First aid supplies	Rescue O <sup>2</sup> kits
Head	Shower
Freshwater	Normal crew includes Two-person dive team

- One, “ALMAR” 27’ Aluminum Rigid Hull Inflatable Boat located at Alamitos Bay. This vessel has 12-hour endurance capability and is served by a two-person crew. Can accommodate 10 passengers/victims and has a cruising speed of 35 knots. Capable of operating in seas up to 8 feet. Equipped with spotlights, to allow night search capability, radar, vhf, and Global Positioning System (GPS) plotter, and first-aid supplies to include O<sup>2</sup>.
- Three, 17’ long inflatable skiffs. Two are located in Newport Beach and one in Dana Point harbor. These vessels are single operator with up to a 20-mile range. Capable of accommodating five survivors/victims and is GPS/VHF equipped.

#### Surface Vehicles/Equipment:

- Two, all terrain vehicle quad runners for beach or Back Bay operation.
- Six, 4wd ¾-ton pickups for beach/back bay operations.

### California State Parks

#### Boats/Water Craft:

- Three, 30’ Lifeguard Rescue Boats. One (SurfWatch III) is stationed at Dana Point Harbor. Two (SurfWatch IV and V) are stationed at Newport Harbor. Each rescue boat is crewed by two crewmembers (one boat operator & one deckhand); both are Emergency Medical Technician-1 trained. Both can be underway within one hour during normal operating hours (0800 – 1800 hrs.); Two hours

after normal operating hours (1800 – 0800 hrs.). Each rescue boat carries approximately 185 gallons of gasoline, and has an endurance of up to six hours in a sea state of up to six feet. Each Surfwatch rescue boat can accommodate up to 16 survivors, depending on patient status. Each SurfWatch rescue boat is equipped with:

Dewatering pumps	DPR radios
Marine radio	Automatic Direction Finder (ADF)
Radar	GPS and GPS navigator
Fathometer	Sea temp gauge
PA system	Dive gear
First aid kits	Resuscitators
Automatic External Defibrillators (AED)	

- Six, personal watercraft. Three are assigned to Huntington State Beach, Bolsa Chica State Beach, Crystal Cove State Beach, Doheny State Beach, San Clemente State Beach and one in reserve. All are trailer ready and deployable via vehicle tow anywhere in the county. All are equipped with rescue sleds capable of accommodating one rescuer and one victim. Effective range of the PWC is approximately 3 miles off shore depending on sea state, and can remain on scene for approximately 3-4 hours. Both the Huntington and Bolsa Chica's are equipped with portable communications, and helmet-mounted lighting for operations during periods of darkness. All permanent State Lifeguards are trained in personal watercraft operations. This resource may prove to be a viable rescue option for incidents occurring in the Newport Back Bay, or as a quick response aquatic rescue vehicle for those occurring less than three miles from the shoreline.

#### **Specialized Equipment/Personnel:**

- One, 14 member Dive Team. Five divers are stationed at each of the following locations: Huntington State Beach, Bolsa Chica State Beach, and Crystal Cove State Park. A four-member dive team is stationed at Doheny State Beach. All divers are National Association of Underwater Instructors (NAUI) with Advanced/Rescue Diver certifications or higher, and certified to dive up to 130 feet. Additional equipment resources include:
  - Full facemasks
  - Electronic underwater communications
  - Underwater video and photography
  - Four underwater Diver propulsion vehicles (DPV)

#### **Newport Beach Fire Department**

- Eight engine companies, two truck companies, three paramedic ambulances and one Battalion Command Vehicle.

### **Newport Beach Lifeguards**

- Two, 29' open water rescue boats with 60-mile range and patient transport capacity of 4-6 critical, 20 walking wounded. Two lifeguard rescue swimmers staff the vessel. Boats are all weather and night operations capable. Each boat is equipped with the following:

Radar	Radio Direction Finders
Dewatering equipment	Automated External Defibrillator
Global Positioning System	Resuscitator and O <sup>2</sup> Administration equipment
First Aid Equipment	Dive Equipment
- Ten, 4WD Lifeguard Response Trucks.
- Two, 4WD Command Vehicles.
- One, underwater search and recovery team.

### **Newport Beach Police Department**

- One, Mobile Command Post. A 40' mobile command post complete with communications equipment sufficient to function as a radio communication center. Also contained within the mobile command post are computers, telephone, satellite/broadcast T.V. and fax.
- The Newport Beach Police Department contracts helicopter services from the Huntington Beach Police Department (HBPD). Newport Beach Police can request air support from HBPD to support any incident response in the city of Newport Beach. The helicopter is not rescue capable but can provide video downlink services or be used to transport personnel and light equipment.

### **City of Newport Beach Municipal Operations Department**

- Able to provide heavy excavation and construction equipment to support an Aircraft Accident occurring in the Back Bay or within Newport Beach city limits. Workers to operate the heavy equipment along with road closure and diversion devices will be available.

### **Orange County Fire Authority**

#### **Shoreline Resources**

- Engine and Truck Companies (approximately 70 total).
- Paramedic units (approximately 30 total).
- One Mass-casualty unit.
- Two Hazardous Materials unit.
- Two Helicopters with hoist capability.
- Three Airport Crash Trucks (John Wayne Airport owned).

#### **Water Resources**

- Six inflatable rescue boats (four swift water teams).
- Four inflatable rescue ramps (one 30', two 50', one 80'), located at JWA.

## Orange County Sheriff – Harbor Patrol

### Boats

- Up to three Fireboats, available for immediate response with a maximum operating time of up to two hours operating at full revolutions per minute. Each vessel is staffed with two Orange County Deputy Sheriffs, 24/7. Additional fireboats may be available for call-out within two hours. Each is equipped with the following:

Firefighting apparatus and equipment	Radar
Radio direction finders	Dewatering equipment/pumps
Automated external defibrillator (AED)	Digital global positioning system
Resuscitator and O <sup>2</sup> admin equipment	First aid supplies
- Two, 22' to 23' patrol boats, radar equipped and with an approximate operating time of three hours at maximum RPM. Each vessel is staffed by one OCSD Deputy Sheriffs and can accommodate up to twelve survivors/victims. Up to four boats are available daily between the hours of 0630 and 2230. Additional boats can be made available upon call out within two hours. Each is equipped with the following equipment:

Radio direction finders	Dewatering equipment/pumps
Automated external defibrillator (AED)	Global positioning system
Resuscitator and O <sup>2</sup> admin equipment	First aid supplies
- Two, Personal Water Craft (PWC).

### Underwater Search and Recovery Team

- This specialized team includes one Dive Team Supervisor (OCSD Sergeant) and ten OCSD Dive Team members equipped with the following:

One, 16' Inflatable Boat	Two, Personal Water Craft
One, Drop Down Scanning Sonar	One, Underwater Video Camera
Two, Hard Wire Underwater Video Cameras	Nine Viking Dry Suits
Nine Underwater Communications Masks	Four Underwater Lights
One Underwater Metal Detector	Salvage/ Lift Bags
One 2000 watt Generator	First Aid Equipment
Automatic External Defibrillator (AED)	O <sup>2</sup> Administration Equipment

### Land Resources

- One, Ford Crown Victoria marked patrol car.
- Two, Ford Crown Victoria unmarked car.
- One, Ford Excursion unmarked 4X4 SUV.
- One, Ford utility/shop truck.
- Two, Ford Expedition marked 4X4 SUVs with heavy duty, front mounted winches.

## United States Coast Guard

### Boats

- **Cutters:** One, 87' Patrol Boat. There are four 87' Patrol Boats in the area of responsibility (AOR) stationed from Orange County to Santa Barbara. The patrol boat is typically utilized for longer-term SAR missions and as an on scene coordination platform. These vessels have a minimum search and rescue crew of 7 and a maximum crew of 12 and an on scene time of up to 4 days depending upon operational conditions. A cutter can operate in up to a sea state 5, classified by swells between 11' and 12' and can operate offshore. It has a cutter small boat that can operate in seas up to 6'. Crew is capable of basic first aid, medical litter hoists, and dewatering.
- **One, 25' Response Boat – Small.** The 25' RB-S is the USCG's quickest responding available surface asset in this region. Its minimum operating crew is 2 personnel for SAR and three for Law Enforcement (LE) or Maritime Homeland Security Operations (MHS). It may be operated in seas up to 6' and has a cruising speed of 35 knots. The RB-s and its crew are capable of performing basic First Aid, Medical Litter hoists, and dewatering. It is also capable of accommodating up to two deck-mounted M60 machine guns. Capacity is ten persons on board, including the crew. Depending on sea-state and proximity to incident, it can remain on scene for upwards of 4 hours.
- **One, 41' Utility Boat (UTB).** A crew of at least three personnel for SAR and four for law enforcement and marine homeland security operations operate the 41' UTB. It can operate in seas to 8 feet and has a cruising speed of 18 knots. The UTB and its crew are capable of performing Basic First Aid, Medical Litter hoists, and dewatering. It is also capable of accommodating up to two deck-mounted M60 machine guns. It can be operated with up to 23 persons on board, including crew. Depending on sea-state and proximity to incident, it can remain on scene for 6 hours or more.
- **47' Motor Lifeboat,** the USCG's most capable sea keeping and operating boat in this region is operated by a crew of at least 4 personnel for all SAR, law enforcement and marine homeland security operations. It may be operated in seas up to 20'. It has a cruising speed of 21 knots. The motor lifeboat and its crew are capable of performing Basic First Aid, Medical Litter hoists, and dewatering. It can be operated with up to nine persons on board, including crew. Depending on sea-state and proximity to incident, it can remain on scene for 6 hours or more.

## **Attachment H-Position Checklists**

The checklists provided in this Attachment will identify specific action items during an aircraft accident. While some of the actions may be field specific, support may be required from the Emergency Operations Center.

### **Aircraft Accident Incident Commander Checklist**

The following general responsibility items are specific to the field Incident Commander. The Incident Commander should utilize their agency's Standard Operating Protocols and ICS Field Operations Guides.

#### General Responsibilities:

- Assume the responsibility for the safety of all emergency responders.
- Assess the magnitude of the scene and reporting up their organization's chain of command as required.
- Ensure the JWA Control Tower, Orange County Sheriff's Department Airport Police Services, State and Federal (NTSB, FBI) agencies with responsibilities related to the incident have been notified as well as the air carrier.
- Direct and control all tactical operations.
- Assign Command and General Staff as required.
- Assess the need for additional resources.
- Determine the need for, establish, and participate in Unified Command.
- Designate the inner and outer perimeter (emergency site boundary).
- Assess the need to incorporate other response plans in the emergency response including but not limited to Hazardous Materials, MCI, Mass Fatality, Weapons of Mass Destruction and Care and Shelter.
- Appoint a Public Information Officer (PIO), designate a staging area for media representatives and request the PIO to determine if a Joint Information Center is required.
- Request the air carrier to send a liaison to the command post to become a part of Unified Command.
- Request air carrier to bring Manifest list to the Incident Command Post.
- Dependant of size and complexity of the aircraft accident, request the local Emergency Operations Center to activate to support logistics and other requests.

The following checklists are to be used in conjunction with the position checklists from the Orange County Operational Area and/or County of Orange Emergency Operations Plan. The checklists below will only contain action items associated directly to an aircraft accident and are specific to the OA EOC.

## Management Section

### Director of Emergency Services and/or Operational Area Coordinator

Responsible Agency: Orange County Fire Authority

#### *General Responsibilities:*

- Ensure the safety and welfare of personnel.
- Supervise Command and General Staff.
- The OAC/DES is responsible for ensuring public safety for the people of Orange County. In this capacity, OAC/DES must provide every available resource to ensure the Aircraft Accident Annex, in conjunction with other Plans and Annexes, the OA EOP, County of Orange EOP, Mass Casualty Incident (MCI), Mass Fatality Response Plan, Weapons of Mass Destruction, Joint Information System Annex, and the Mass Care and Shelter Annex are implemented as required during this event.
- Sign emergency documents and provide emergency resources as necessary to meet incident objectives.
- Provide direction to the Policy Group and assignment of objectives to Section Chiefs and General Staff when prioritization and/or policies must be created. In the event of a aircraft accident, prioritization may include:
  - Request for conflicting resources including equipment and personnel.
  - Assist with communication with local, state and federal agencies.
  - Prioritize, provide direction and establish policy for mass fatality recovery missions.
  - Provide guidance and prioritization for Family Assistance Center support.
  - Public information and Joint Information Center support.

#### **READ ENTIRE CHECKLIST AT BEGINNING OF EACH SHIFT**

- Request an initial briefing on the situation from the OA Emergency Manager and determine if the Operational Area Emergency Operations Center should be activated and to what level.
- Coordinate with the EOC Manager on staffing requirements in the OA EOC based on the incident complexity.
- Direct Public Information Manager to develop a public information strategy.
- Obtain situational awareness briefing from Section Chiefs.
- Direct the Operations Section Chief and Planning and Intelligence Chief to work with affected jurisdictions to identify priorities and needs to support victims, survivors and families.
- Ensure a liaison from federal, state and American Red Cross are requested to report to the OA EOC to coordinate support operations.

### Policy Group

**Responsible Agency:** Various agencies and departments (See OA and County of Orange EOP)

#### *General Responsibilities:*

- Establishes basic policies that govern the manner and means in which the OA will respond to an actual and/or perceived disaster.
- Provides support to the DES/OAC.
- Acts as advisors and furnishes the DES/OAC with critical data to view the incident from different perspectives.
- Assists in making executive decisions based on policies of the Board of Supervisors.
- Assists the DES/OAC in the development of rules, regulations, proclamations, and orders.
- Convenes multi/interagency coordination group(s) as appropriate.
- County Board of Supervisor representatives may assist by providing political liaisons for the OA, especially where issues of resource prioritization and usage are involved.

**READ ENTIRE CHECKLIST AT BEGINNING OF EACH SHIFT**

The following checklist is used in conjunction with the position checklist from the Orange County Operational Area and/or County of Orange Emergency Operations Plan. The checklist below will only contain action items associated directly to an aircraft accident response.

- Request an initial briefing on the situation from the Operational Area Coordinator (OAC)/Director of Emergency Services (DES).
- Provide input to the OAC/DES on policies or strategies matters requested from the OA EOC Operations Section, impacted jurisdiction or County agency. These may include:
  - Policy and direction for fatality recovery.
  - Support and resource allocation for Family Assistance Centers.
  - Proclamation of Local Emergency.
  - Establishment of a Local Assistance Center.
- Legal Advisor will prepare an emergency proclamation as directed by the OAC/DES and request the Board of Supervisors to proclaim a Local Emergency, as warranted.

## OA Emergency Operations Center Manager

**Responsible Agency:** Orange County Sheriff's Department, Emergency Management Division

### ***General Responsibilities***

- Coordinate emergency response activities in support of incident objectives.
- Coordinate with the DES/OAC on activities and possible EOC activation.
- Notify OA jurisdictions, departments, agencies of incident.
- Request assistance from support agencies and specifically requesting a representative from American Red Cross.
- Maintain communication and coordination between EOC, city EOCs, REOC and support agencies
- Establish OA conference calls, as required.
- Communicate with the REOC Duty Officer, and/or State Warning Center.
- Provide guidance to the DES/OAC on plans and actions.

### **READ ENTIRE CHECKLIST AT BEGINNING OF EACH SHIFT**

The following checklist is used in conjunction with the position checklist from the Orange County Operational Area and/or County of Orange Emergency Operations Plan. The checklist below will only contain action items associated directly to an aircraft accident response.

- Provide an initial briefing on the situation to the Operational Area Coordinator (OAC)/Director of Emergency Services (DES).
- Determine if the Operational Area Emergency Operations Center requires activation, and to what level based on the complexity of the incident.
- Direct EOC Liaison to notify the OA of an OA EOC activation utilizing all communication systems including:
  - E-mail
  - WebEOC
  - AlertOC
  - Fax
- Coordinate with the OAC/DES on staffing requirements in the OA EOC based on the incident complexity.
- Coordinate with the Emergency Management Staff for activation of the appropriate EOC positions including the PIM, Policy Group, Section Chiefs, Branch Directors, the DAFN Group Supervisor and other EOC positions defined.
- Ensure the EOC Liaison requests a representative from CalOES and American Red Cross. Establish if a federal liaison is required to respond to the OA EOC.
- Assist in establishing strategies, priorities and policies for emergency response activities specific to the aircraft accident.
- Provide facilitation and guidance relating to items specific from the Aircraft Accident Annex, and other plans that require activation based on the complexity of this incident. This may include the Mass Fatality Response Plan, Joint Information System Annex, Weapons of Mass Destruction, Evacuation Annex, and Care and Shelter Annex.

- Monitor and assist the OAC/DES on the needs to request the Legal Advisor to prepare an emergency proclamation and request the Board of Supervisors to proclaim a Local Emergency.

## Public Information Manager (PIM)

**Responsible Agency:** Orange County Fire Authority

### *General Responsibilities:*

The Public Information Manager (PIM) at the County/Operational Area (OA) Emergency Operations Center (EOC), and the affected jurisdictions Public Information Officers, provides for the release of public information, and updates the media, public, and outside organizations on recovery efforts. Other duties include:

- Assists in warning and providing information to the public.
- Provides continual incident updates to the media.
- Monitors rumors and provides information to correct misinformation.
- Assists in the establishment of a Joint Information Center, if warranted.
- Supports a Joint Information Center (JIC) with constant flow of two-way communications.

### **READ ENTIRE CHECKLIST AT BEGINNING OF EACH SHIFT**

The following checklist is used in conjunction with the position checklist from the Orange County Operational Area and/or County of Orange Emergency Operations Plan. The checklist below will only contain action items associated directly to an aircraft accident response.

- Request an initial briefing on the situation from the Operational Area Coordinator (OAC)/Director of Emergency Services (DES).
- Activate PIO support and hotline staff as required.
- Begin to develop a Public Information Strategy based on the current situation utilizing the responsibilities section above.
- Implement the Joint Information System Annex, and if not already established, identify if a Joint Information Center is warranted.
- Assign an assistant Public Information Manager (PIM) to the Joint Information Center (JIC) when established.
- Brief Public Information Support Staff details of the current situation and ensure adequate staffing is available at the Emergency Operation Center (EOC).
- Monitor rumors and provide information to correct misinformation.
- Establish Public Information Hotline and refer calls to the Hotline, if needed.
- Assist in warning and providing information to the public ensuring accessible communications are available to people with disabilities, and access and functional needs.
- Provide continual press briefings and releases to both the media and OA.
- Participate in all planning meetings and activities.
- Coordinate and provide PIM support to the Family Assistance Center (FAC) and to the Joint Family Support Operations Center (JFSOC).
- Ensure copies of press releases are distributed to positions in the Emergency Operations Center (EOC) as described in the instructions over the copy machines within the EOC.

## Operations Section

### Law Enforcement and Traffic Control Branch

**Responsible Agency:** Orange County Sheriff's Department

#### ***General Responsibilities:***

- Plan and coordinate support activities to the NTSB
- Provide Law Enforcement support to the Family Assistance Center (FAC) to support center operations.
- Provide Law Enforcement support to the Joint Family Support Operations Center (JFSOC) to support center operations.
- Participate in daily NTSB coordination meetings.
- Establish Inner and Outer Perimeter
- Protect Property.
- Prevent the disturbance of wreckage and debris except to preserve life, rescue injured, or protect the wreckage from further damage.
- Protect and preserve ground scars and marks made by the aircraft.
- Admit public safety personnel access to the wreckage to the extent necessary to prevent loss of life, and/or stabilize HAZMAT.
- Maintain a record of personnel who enter the accident site.
- Activation of traffic and crowd control system.
- Maintain law and order.

#### **READ ENTIRE CHECKLIST AT BEGINNING OF EACH SHIFT**

The following checklist is used in conjunction with the position checklist from the Orange County Operational Area and/or County of Orange Emergency Operations Plan. The checklist below will only contain action items associated directly to an aircraft accident response.

- Establish inner and outer perimeter.
- Prior to NTSB arrival on scene, restrict access only to personnel to include FAA, law, fire, EMS, Medical Examiner, other emergency services personnel as required.
- After NTSB arrival on scene, DO NOT allow access without NTSB authorization.
- Assist with law enforcement mutual resources for evacuation, traffic and perimeter control as needed.
- Secure, cordon off, and mark evacuated areas.
- Provide law enforcement mutual aid to local jurisdictions.
- Request law enforcement mutual aid as required.
- Assist with damage/safety assessment of evacuated areas.
- Assist Care and Shelter Branch with security at shelter locations, Family Assistance Centers and the Joint Family Support Operations Center.
- Assist with re-entry of evacuated areas.

- Identify and secure safe routes of travel for emergency vehicles both to and from the incident scene.
- Establish and secure a staging area outside of the inner perimeter.
- Advise control one of the location and operational status of the staging area.
- Assess the need for additional personnel, specialized units, and/or other agencies.
- Support hospital security operations as requested/required.
- Provide support to the NTSB and the ARC at the JFSOC and the FAC as requested/required.

## Coroner Branch

**Responsible Agency:** Orange County Sheriff's – Coroner Department Coroner Operations

### General Responsibilities:

- Post mortem, examination of the remains including radiography, fingerprinting, dental exam, photography, pathology and DNA specimen collection take place in the morgue.
- The collection of ante mortem information from family members including personal articles and medical information takes place at the family assistance center. Notification of death also takes place at the FAC.
- Positive identification by the analysis of post mortem information as compared to ante mortem information generally takes place at the morgue, but could take place at another location.
- Performs body recovery and identification operations.
- Provide victim identification information to the Joint Information Center.
- Approves request for federal assistance from Disaster Mortuary Operational Response Team (DMORT).
- Provides regular briefings to the families at the FAC.
- Provides staff support to the Joint Family Support Operations Center (JFSOC) to support center operations.
- Provides information to the Joint Information Center.

### **READ ENTIRE CHECKLIST AT BEGINNING OF EACH SHIFT**

The following checklist is used in conjunction with the position checklist from the Orange County Operational Area and/or County of Orange Emergency Operations Plan. The checklist below will only contain action items associated directly to an aircraft accident response.

- Identify if additional supporting plans are required and use those supplemental checklists located in your position guide.
- Notify the Regional Coroner Mutual Aid Coordinator (LA County).
- Notify and Brief the NTSB Medical Examiner Representative.
- Determine the necessity for a temporary morgue.
- If no temporary morgue is needed, direct changes be made to the Coroner Division Facility Forensics section.
- Coordinate with the airline(s), JWA, NTSB and Logistics for corner needs at the Family Assistance Center.
- Identify any current or future specialized equipment needs.
- Obtain flight manifest and provide it to the identification section.
- Request law enforcement augmentation of security personnel at the scene, morgue and family assistance center as required.
- Monitor behavioral health needs of fatality management personnel.
- Monitor and report decedent total updates.

## Fire and Rescue Branch

**Responsible Agency:** Orange County Fire Authority

### *General Responsibilities:*

- Establishing communications with the Department Operating Center (DOC), if operational or the Incident Command Post, as required.
- Support fire suppression and rescue operations.
- Support search and rescue operations.
- Coordinate with the Health and Medical Branch, Medical Group Supervisor on transportation resource needs, hospital impacts or other required medical services.
- Coordinate with the Logistics and Planning/Intelligence Sections at the OA EOC to determine needs for resources and to support the needs of field operations that fall outside the mutual aid system.
- Identify and restrict access to unsafe areas.
- Provide evacuation support.

### **READ ENTIRE CHECKLIST AT BEGINNING OF EACH SHIFT**

The following checklist is used in conjunction with the position checklist from the Orange County Operational Area and/or County of Orange Emergency Operations Plan. The checklist below will only contain action items associated directly to an aircraft accident response.

- Refer to the position specific checklists located under the OA tab of your position guide.
- Dispatch Fire and Rescue resources for evacuation, as needed.
- Assist with securing and marking evacuated areas
- Deploy the Urban Search and Rescue Teams when given a specific assignment
- Provide fire and rescue mutual aid to local jurisdictions.
- Request fire and rescue, hazardous materials mutual aid as necessary.
- Assist with damage/safety assessment of evacuated areas.
- Assist with re-entry of evacuated areas.
- Immediately identify the Hazard Zone and communicate its location to control one.
- Prohibit entrance to all personnel into established danger zone until authorized by incident commander.
- Provide decontamination centers as required by the circumstances of the event.
- Provide support to the NTSB and the ARC at the JFSOC and the FAC.
- Refer to the Orange County Operational Area Evacuation Annex for detail information surrounding evacuations.
- Provide information to the Operations Section Chief on any of the following:
  - Any evacuations fire is supporting or sustaining
  - Any mutual aid requests from the OA
  - Evacuation mutual aid needs
  - HAZMAT issues

## Health and Medical Branch

**Responsible Agency:** Orange County Health Care Agency

### *General Responsibilities:*

- Support a Mass Casualty Incident (MCI) response and medical surge.
- Assess environmental health hazards to the community.
- Provide environmental hazard management to the incident operations.

### **READ ENTIRE CHECKLIST AT BEGINNING OF EACH SHIFT**

The following checklist is used in conjunction with the position checklist from the Orange County Operational Area and/or County of Orange Emergency Operations Plan. The checklist below will only contain action items associated directly to an aircraft accident response.

- Identify if additional supporting plans Metropolitan Medical Response System (MMRS), Strategic National Stockpile (SNS) Annex, and Disease Outbreak Response Annex (DORA), etc. as required, and use appropriate supplemental checklists located in Health and Medical Branch position guide.
- As the Medical/Health Operational Area Coordinator (MHOAC), coordinate with Emergency Medical Services (EMS), cities and hospitals to manage a potentially large influx of patients requiring specialized care.
- Coordinate Health Care Mutual Aid as necessary.
- Monitor CAHAN, Reddinet and WebEOC for medical situational awareness and provide information to the Planning & Intelligence Section and other branches that need this information.
- Analyze the medical status information obtained and provide a situational awareness picture to the Operation Section Chief, Planning & Intelligence Section and other branches who need this information.
- Coordinate with the Medical Group Supervisor on transportation needs of identified individuals requiring ambulance transportation.
- Coordinate with hospitals any transportation needs to other facilities.
- Provide the Operations Section Chief a status update on any public and environmental health issues.
- Provide the Operations Section Chief a status update on hospitals, and all other medical facilities.
- Ensure all developed guidelines, directives, action plans, and appropriate situation information are disseminated to your branch.
- Assist with evacuation of health care facilities, if required, within the affected area.
- Coordinate patient distribution to hospitals as necessary.
- Request law enforcement augmentation of security personnel at hospitals as required.
- Evaluate public and environmental health threats both direct and indirect and so advise management.
- Provide a Behavioral Health services to supplement American Red Cross response personnel.
- Monitor and report current hospital bed capacity updates.
- Provide support to the NTSB and the ARC at the JFSOC and the FAC, as needed.

## **Public Works Branch**

**Responsible Agency:** Orange County Public Works

*General Responsibilities:*

- Reconnaissance of public infrastructure (channel repair, roads, bridges, facilities, and utilities).
- Building access and inspection.
- Utility access rerouting and coordination.
- Debris removal.
- Temporary repairs.
- Crowd control.
- Coordinate with Orange County Sheriff's Department and city police departments regarding facility security issues.

### **READ ENTIRE CHECKLIST AT BEGINNING OF EACH SHIFT**

The following checklist is used in conjunction with the position checklist from the Orange County Operational Area and/or County of Orange Emergency Operations Plan. The checklist below will only contain action items associated directly to an aircraft accident response.

- Assist with the deployment of barricades and traffic control efforts.
- Support perimeter and traffic control efforts.
- Coordinate public works mutual aid as necessary.
- Coordinate utility issues including render safe, repair, and restoration activities.
- Coordinate and assist with emergency debris management with affected jurisdictions.
- If required, develop a Debris Management Plan.
- Implement the Debris Removal Contract as required.
- Assist identifying temporary holding sites for debris when released by federal authorities.

## Care and Shelter Branch

**Responsible Agency:** Orange County Social Service Agency

### General Responsibilities:

This branch will assist local agencies and the American Red Cross (ARC) with care and shelter issues. Additionally the Care and Shelter Branch may:

- Assist to establish sufficient shelter facilities
- Find and assign sufficient shelter workers
- Tracking shelter populations
- Provide feeding
- Address Disability, and access and functional needs concerns
- Provide family re-unification
- Support the Family Assistance Center

### **READ ENTIRE CHECKLIST AT BEGINNING OF EACH SHIFT**

The following checklist is used in conjunction with the position checklist from the Orange County Operational Area and/or County of Orange Emergency Operations Plan. The checklist below will only contain action items associated directly to an aircraft accident response.

- Coordinate regional shelter operations with American Red Cross and support, if established, the JFSOC and FAC.
- Provide Behavioral Health services to supplement American Red Cross response personnel.
- Plan for and coordinate shelter, JFSOC and FAC perimeter security.
- Determine availability and maintain a resource list of facilities to support the operation of a Joint Family Support Operations Center (JFSOC) in the instance where the airline pre coordinated facilities are inadequate to support the needs of the NTSB.
- Provide support to the NTSB and the ARC at the JFSOC and the FAC.
- Coordinate with OCTA and other transit assets to provide transportation to and from shelter, JFSOC, and the FAC.
- Coordinate with the Disabilities, Access, and Functional Needs (DAFN) Group Supervisor on any identified resource needs at the incident location, shelter, FAC or Local Assistance Center (LAC). Items for consideration may include:
  - Transportation.
  - Communications support (i.e. interpreters).
  - Supplies and equipment replacement.
  - Personal assistant services.
  - Administrative support.
  - Requests for Functional Assessment Service Teams (FAST).

## Planning & Intelligence Section

### Planning & Intelligence Section Chief

**Responsible Agency:** Orange County Fire Authority or Orange County Sheriff's Department

The Planning and Intelligence Section will utilize position checklists from the OA EOP, County of Orange EOP and other activated Annexes.

#### *General Responsibilities:*

Specific items for the Planning & Intelligence Section to focus on during an aircraft accident for situational awareness and EOC Action Plan include:

- Establish communications with the Planning and Intelligence Section Chief at the JFSOC.
- Coordinate with federal response partners.
- Forecast impact of possible hazardous materials release.
- Monitor weather, surf and tide conditions, especially during an air/sea aircraft disaster.
- Develop the EOC Action Plan with the following possible considerations:
  - Life Safety, passenger/victim recovery.
  - Evidence, scene security and preservation.
  - Specialized logistical and equipment requirements.
  - Staffing and work force resources.
  - Support between jurisdictional and federal response assets and organizations.
  - Public information dissemination.
  - First responder safety.
  - Evacuation boundaries and support.

#### **READ ENTIRE CHECKLIST AT BEGINNING OF EACH SHIFT**

The following checklist is used in conjunction with the position checklist from the Orange County Operational Area and/or County of Orange Emergency Operations Plan. The checklist below will only contain action items associated directly to an aircraft accident response.

- Communicate with the Planning and Intelligence Section Chief at the JFSOC.
- Monitor weather, surf and tide conditions and forecast potential impacts for advanced planning.
- Coordinate with federal partners on situation awareness information and obtain their operational objectives for inclusion of the EOC Action Plan.
- Develop the EOC Action Plan utilizing the general responsibilities listed above.
- Maintain communications with the EOC Liaison regarding external agencies situational status.
- Direct the GIS support staff to develop a map overlay for WebEOC, and have a printable version available upon request.
- Ensure damage assessment operations document any wreckage information received.

## Logistics Section

### Logistics Section Chief

**Responsible Agency:** County Executive Office

The Logistics Section will utilize position checklists from the OA EOP, County of Orange EOP and other activated Annexes. The Logistics Section Chief will be responsible for activation of positions within this section. Specific requests the Logistics Section may encounter during an aircraft accident may include:

- Transportation support.
- Fuel (gasoline, propane and CNG).
- Changeable message signs.
- Roadway barricades (i.e., k-rail, cones, stop signs).
- Personal Protective Equipment for first responders.
- Deceased Storage bags.
- Facility location for temporary morgue operations, Local Assistance Center or a Family Assistance Center.
- Communication resources for state and federal partners.

### **READ ENTIRE CHECKLIST AT BEGINNING OF EACH SHIFT**

The following checklist is used in conjunction with the position checklist from the Orange County Operational Area and/or County of Orange Emergency Operations Plan. The checklist below will only contain action items associated directly to an aircraft accident response.

- Support the Care and Shelter Branch, FAC and/or JFSOC resource request for transportation needs including specific requests for para transit to support people with disabilities and access and functional needs.
- Identify potential locations for a Local Assistance Center or Family Assistance Center and provide information to the Care and Shelter Branch Director.
- Support any field operations request which may include:
  - Fuel (gasoline, propane and CNG).
  - Changeable message signs.
  - Roadway barricades (i.e., k-rail, cones, stop signs).
  - Personal Protective Equipment for first responders.
  - Deceased Storage bags.
- Assist the Coroner Branch with locating temporary morgue site.
- Supply 800MHz radios to outside agencies.
- Support and assist with finding facility locations for temporary morgue operations, LAC, FAC or temporary evidence storage facility as needed.

## **Finance and Administration Section**

Responsibilities for the Finance and Administration Section will follow the checklists located in the OA EOP and/or County of Orange EOP.