

**PROMULGATION**

THIS PLAN SUPERSEDES PREVIOUS NORTH COVENTRY TOWNSHIP PLANS DEVELOPED FOR RESPONSE TO A MAJOR EMERGENCY OR DISASTER, EXCEPT THAT THE *RADIOLOGICAL EMERGENCY RESPONSE PLAN for INCIDENTS at LIMERICK GENERATING STATION* SHALL REMAIN IN FULL EFFECT FOR INCIDENTS AT THAT FACILITY. THIS PLAN WAS ADOPTED BY THE BOARD OF SUPERVISORS UNDER RESOLUTION;

NO. \_\_\_\_\_

DATED \_\_\_\_\_

BOARD OF SUPERVISORS:

\_\_\_\_\_  
Chairman

\_\_\_\_\_  
Vice Chairman

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_  
EMERGENCY MANAGEMENT COORDINATOR,  
NORTH COVENTRY TOWNSHIP

This plan was prepared by the North Coventry Township Emergency Planning Committee in cooperation with the Chester County Emergency Management Agency and the Pennsylvania Emergency Management Agency.

**RESOLUTION NO.....**

**NORTH COVENTRY TOWNSHIP EMERGENCY OPERATIONS PLAN**

THIS RESOLUTION, approved and adopted by the Supervisors of North Coventry Township, Chester County, Pennsylvania, on the date hereafter set forth.

WITNESSTH:

WHEREAS, Section 7503 of the Pennsylvania Emergency Management Services Code, 35 Pa. C.S. Section 7101 et seq. mandates that North Coventry Township prepare, maintain and keep current an emergency operations plan for the prevention and minimization of injury and damage caused by a major emergency or disaster within North Coventry Township.

WHEREAS, in response to the mandate stated above, North Coventry Township has prepared an emergency operations plan to provide prompt and effective emergency response procedures to be followed in the event of a major emergency or disaster: and

WHEREAS, North Coventry Township has also prepared an emergency operations plan in order to reduce the potential affects of a major emergency or disaster and to protect the health, safety and welfare of the residents of North Coventry Township. (North Coventry Township Emergency Operations Plan may be used to supplement a response to an emergency at the Limerick Nuclear Generating Station, however, it shall not supersede the established response plan to a Radiological Emergency at the Limerick Generating Station.)

NOW, THEREFORE, we, the undersigned Supervisors of North Coventry Township do hereby approve, adopt and place into immediate effect the *North Coventry Township Emergency Operations Plan* and accompanying documents. This plan shall be reviewed on a bi-annual basis to make certain that it conforms to the requirements of the Chester County Emergency Operations Plan and PEMA Directive number D2007-1.

Board of Supervisors of North Coventry Township

\_\_\_\_\_, Chairman

ATTEST

\_\_\_\_\_

\_\_\_\_\_

**Date**

\_\_\_\_\_

\_\_\_\_\_

(Secretary)

\_\_\_\_\_



NORTH COVENTRY T O W N S H I P  
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# North Coventry Township

## EMERGENCY OPERATIONS PLAN (EOP)

### 1. PURPOSE

- A. The purpose of this plan is to provide for the protection of persons and property in North Coventry Township in the event of a natural, technological or terrorism emergency or disaster, in accordance with the Pennsylvania Emergency Management Services Code, 35 Pa. C.S., Section 7101 et seq., as amended, also referenced as P.L. 1332.
- B. To establish procedures to alert the public and provide information and appropriate protective action instructions, if necessary.
- C. To provide for coordination and use of available municipal resources during an emergency.
- D. To define the role and responsibilities of municipal officials and the emergency management coordinator. To define emergency functions and make assignments to municipal and volunteer staff.
- E. To coordinate and cooperate with county efforts in accordance with the Chester County Emergency Operations Plan.

### 2. SITUATIONS AND ASSUMPTIONS

- A. The community is subject to a variety of natural hazards. The most likely and damaging of these include, but are not limited to: fires, flooding, storms, tornadoes, dam failure, and droughts.
- B. Additionally, certain manmade hazards may impact public safety in the community. These include, but are not limited to: civil unrest, terrorism, hazardous materials accidents, nuclear power plant accidents, and nuclear attacks.
- C. Training, response checklists, and other accompanying documents are based on the statements in 2A. & B. of this plan.
- D. Adjacent municipalities and other governments will render assistance in accordance with the provisions of intergovernmental and mutual aid support agreements in place at the time of the emergency. ( refer to Notification & Resource Manual)
- E. In the event of an emergency involving 2 or more municipalities within our County, the Emergency Management Division will activate the Chester County Emergency Operations Center (EOC) to coordinate response and recovery efforts for local governments with the County, State and Federal authorities. Similarly, if the county requires additional assistance, it will call on mutual aid from adjacent counties, the South East Pennsylvania Regional Task Force, or from the Commonwealth of Pennsylvania. Ultimately, the Commonwealth can ask the federal government for assistance in dealing

with a major disaster or emergency.

### **3. CONCEPT OF OPERATIONS/CONTINUITY OF GOVERNMENT**

- A. The Board of Supervisors is responsible for the protection of the lives and property of the citizens. It exercises primary supervision and control over the four phases of emergency management (mitigation, preparedness, response and recovery) and activities within the municipality.
  - 1. The line of succession of the Board of Supervisors is from the Chairman to the Vice Chairman. The remaining three members shall be positioned by tenure on the Board of Supervisors.
  
- B. A municipal Emergency Management Coordinator (EMC) is appointed by the Governor and shall act on behalf of the elected officials. An Emergency Operations Center (EOC) has been designated by the municipality, and may be activated by the EMC or the elected officials during an emergency.
  - 1. The line of succession to the Emergency Management Coordinator is the Deputy Coordinator followed by the Public Information Officer.
  - 2. The line of succession to each department head is according to the Operating Procedures established by each department.
  
- C. This plan embraces an "all-hazards" principle: that most emergency response functions are similar, regardless of the hazard. The EMC will mobilize resources and personnel as required by the emergency situation.
  
- D. The EMC and elected officials will develop mutual aid agreements with other municipalities within and outside Chester County for reciprocal emergency assistance as needed.
  
- E. Emergency response by the municipal government or its agents will follow procedures in the Chester County Incident Management Standard Operating Procedures.
  - 1. When more than one County is affected by an emergency, the Pennsylvania Emergency Management Agency (PEMA) will provide overall coordination, direction, and control.
  
- F. Implementation of the Emergency Operations Plan shall follow the guidelines of the National Incident Management Systems (NIMS)
  
- G. When the EMC receives notice of a potential emergency from the Federal Homeland Security Advisory System or from National Weather Service watches and warnings, partial activation of the EOC in preparation for the emergency will be considered.

1. Emphasis will be to meet basic human needs such as food, shelter, and medical care and to resume, as soon as possible, basic services such as water, electricity, and sanitation.
2. The Emergency Management Coordinator will mobilize the Emergency Operations Center (EOC) at the North Coventry Township Municipal Building, 845 S. Hanover St. Pottstown, Pennsylvania, when an emergency situation requires it.
3. The Emergency Management Organization Staff will follow prescribed standard operating procedures which describe in detail how their functions are carried out and utilize checklists as necessary.
4. Any decision to implement protective actions will be made by municipal officials or, in their absence, the Emergency Management Coordinator
5. If required to evacuate, the Board of Supervisors and the EOC will relocate to a pre-selected alternate seat of government at: (refer to Notification & Resource Manual). If possible, the EOC will be the last organization to leave the hazard area.
6. During the recovery phase, the EMA will provide generally the same services as those provided by staff members and forces during the disaster event. Damage assessment will be expedited and a report forwarded through the county EMA.

#### **4. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES**

The emergency responsibilities and functions listed below require actions which are common to all types of major emergencies or disasters, (i.e., dangerous storms, hazardous materials accidents, nuclear incidents). The Emergency Operations Center (EOC) staff will prepare, maintain, and be guided by Standard Operating Procedures (SOP) which prescribe implementing procedures and/or emergency response checklists. Individuals assigned to these functions are required to coordinate their actions with the Emergency Management Coordinator, who will coordinate the overall action with the County Emergency Management Agency and with other municipalities involved.

##### **A. COMMAND**

###### **Elected Officials:**

1. Provide ultimate command and control functions over all response activities within North Coventry Township;
2. Designate appropriate persons within the municipality's response organizations who are fully trained and qualified, and are empowered to act in the interest of public safety (Chiefs, Staff Officers, etc.);
3. Ensure compliance with this plan, and any pertinent procedures and documents

- issued, which impact the provision of emergency services in North Coventry Township;
4. Are responsible for establishing a municipal emergency management organization;
  5. Provide for continuity of operations;
  6. Establish lines of succession for key local government positions, (chain of command) and ensure that all key personnel are trained in and utilize the National Incident Command System (NIMS).
  7. Provide for the training, response capability, and protection of the emergency response organizations that serve North Coventry Township;
  8. Designate departmental emergency operating centers and alternatives;
  9. Prepare and maintain this EOP in consonance with the Chester County Emergency Operations Plan;
  10. Designate, establish, equip and staff an EOC;
  11. Recommend an EMC for appointment by the governor who may act on their behalf, if necessary;
  12. Issue declarations of disaster emergency if the situation warrants;
  13. Issue Executive Orders necessary for the security and well being of the residents of North Coventry Township; and
  14. Apply for federal post-disaster funds, as available.

**Emergency Management Coordinator (EMC):**

1. Prepares and maintains an EOP for the municipality subject to the direction of the elected officials; reviews and updates as required;
2. Maintains coordination with the county EMA, and provides prompt information in emergencies, as available;
3. In coordination with the county EMA, identifies hazards and vulnerabilities that may affect the municipality;
4. Identifies resources within the municipality that can be used to respond to a major emergency or disaster situation and requests needed resources from the county EMA; (This should include both public and private resources and mass care facilities)
5. Develops and maintains an emergency management organization and a trained staff appropriated for the needs and resources of North Coventry Township. A functional organization chart is outlined in Figure 1, Pg.9 The staff must be capable of maintaining 24-hour operations. All personnel shall be approved and appointed by the Board of Supervisors.
6. Mobilizes, directs and coordinates the EOC during an emergency;
7. Compiles cost figures for the conduct of emergency operations above normal operating costs;
8. Attends training and workshops provided by the county and other sources to maintain proficiency and currency (as mandated by PEMA) in emergency management and emergency response planning and procedures; and
9. Develops standard operating procedures (SOP) and Implementing Procedures in coordination with the staff to carry out their responsibilities and functions and the functions of the Emergency Operations Center.

## B. PUBLIC INFORMATION

### **Public Information Officer (PIO):**

1. In cooperation with the Emergency Management Coordinator, develops and maintains the Implementing Procedures for the Public Information function;
2. Assists in the development, review and maintenance of the EOP;
3. Responds to the EOC or the field, as directed;
4. Coordinates public information to the media; and
5. Advises elected officials and the EMC about Public Information activities.

## C. OPERATIONS

### **Communication and Warning Officer (CWO):**

1. In cooperation with the Emergency Management Coordinator, develops and maintains the Implementing Procedures for the Communications and Warning function;
2. Assists in the development, review and maintenance of the EOP;
3. Trains staff members on the operation of communications system;
4. Ensures ability to communicate between the EOC, field operations and the county EMA;
5. Assists with notification of citizens of the municipality;
6. Responds to the EOC or the field, as directed; and
7. Advises elected officials and the EMC about Communications activities.

### **Fire and Rescue Officer (FRO):**

1. In cooperation with the Emergency Management Coordinator, develops and maintains the Implementing Procedures for the Fire & Rescue function;
2. Assists in the development, review and maintenance of the EOP;
3. Responds to the EOC or the field, as needed;
4. Coordinates fire and search and rescue services with appropriate personnel at the County Emergency Management Agency.
5. Coordinates decontamination and monitoring of affected citizens and emergency workers after exposure to chemical or radiological hazards;
6. Assumes primary responsibility for route alerting of the public;
7. Assists with evacuation of affected citizens, especially those who are institutionalized, immobilized or injured;
8. Provides for emergency shutdown of light and power;
9. Provides emergency lights and power generation;
10. Assists in salvage operations and debris clearance, coordinates pump operations; and
11. Advises elected officials and the EMC about fire and rescue activities.

### **Police Services Officer (PSO):**

1. In cooperation with the Emergency Management Coordinator, develops and maintains the Implementing Procedures for the Police Services function;
2. Assists in the development, review and maintenance of the EOP;
3. Responds to the EOC or the field, as directed;

4. Coordinates security and law enforcement services; with appropriate personnel at the County Emergency Management Agency;
5. Establishes security and protection of critical facilities, including the EOC;
6. Provides traffic and access control in and around affected areas;
7. Assists with route alerting and notification of threatened population;
8. Assists with the evacuation of affected citizens, especially those who are institutionalized, immobilized or injured;
9. Assists in the installation of emergency signs and other traffic movement devices;
10. Assists in search and rescue operations; and
11. Advises elected officials and the EMC about Police Services operations.

**Health/Medical Officer (HMO):**

1. In cooperation with the Emergency Management Coordinator, develops and maintains the Implementing Procedures for the Health/Medical Services function;
2. Assists in the development, review and maintenance of the EOP;
3. Responds to the EOC or the field, as directed;
4. Maintains a listing of hearing impaired, handicapped and special needs residents, providing copies to municipal and county EMAs;
5. Coordinates emergency medical services activities within the municipality, and with appropriate personnel at the County Emergency Management Agency;
6. Coordinates institutional needs if evacuation or relocation becomes necessary for day care, adult care facilities and schools;
7. Coordinates medical services as needed to support shelter operations;
8. Assists in search and rescue operations;
9. Assists in mortuary services;
10. Assists in provisions of inoculations for the prevention of disease; and
11. Advises elected officials and the EMC about Health/Medical Services activities.

**Hazardous Material Officer (HZO):**

1. In cooperation with the Emergency Management Coordinator, develops and maintains the implementing procedures for hazardous materials function.
2. Assists in the development, review and maintenance of the EOP.
3. Reports to the EOC or field as directed.
4. Conduct hazardous materials training for municipal personnel and emergency responders.
5. Provide emergency hazardous materials services in coordination with fire and rescue services and the Local Emergency Planning Committee (LEPC). (REF: SARA TITLE III Sections 301-303)
6. Coordinate municipal hazardous material actions with other has-mat agencies; and
7. Advises elected officials and EMC about hazardous materials activities.

**Radiological Officer (RDO):**

1. In cooperation with the Emergency Management Coordinator, develops and maintains the implementing procedures for radiological services function.
2. Assists in the development, review and maintenance of the EOP.
3. Responds to the EOC or the field as directed.
4. Maintains an inventory of Dosimeters and Potassium Iodide (KI)
5. Ensures the orientation of EOC personnel and emergency workers in the use of

- Dosimeters, KI, and exposure control; and
6. Advises elected officials and the EMC about radiological services activities.

**D. PLANNING (N.C. Township Emergency Planning Committee):**

1. Collects, evaluates and provides information about the incident;
2. Determines status of resources;
3. Establishes information requirements and reporting schedules;
4. Supervises preparation of an Incident Management Plan; and
5. Assembles information on alternative strategies.

**E. LOGISTICS (EMC or as delegated):**

1. Provides materials, services and facilities in support of the emergency;
2. Develops procedures for rapidly ordering supplies and equipment and to track their delivery and use; and
3. Participates in the preparation of the Incident Management Plan.

**Mass Care Services Officer (MCO)**

1. Maintain resource lists of personnel to assist in the management of mass care shelters;
2. In conjunction with the American Red Cross, ensure all personnel on resource list are trained appropriately;
3. Coordinate needs for mass care shelters and report to appropriate personnel at County Emergency Management Agency; and
4. Assist American Red Cross and County EMA personnel in the opening and operation of mass care shelters as necessary.

**Transportation Services Officer (TSO)**

1. Coordinate needs for transportation in the event evacuation becomes necessary;
2. In cooperation with appropriate personnel from that County Emergency Management Agency, arrange evacuation transportation for residents without transportation or those with special needs;
3. Establish pickup points and maintain list of individuals with transportation needs; and
4. Maintain an inventory of municipal transportation resources.

**Public Works and Resource Services Officer (PWO)**

1. Coordinate provision of equipment and supplies from public and private sources and maintain resource lists and contacts;
2. In coordination with the EMC, determine the "unmet" needs for the municipality.
3. Coordinate or direct the protective actions and restoration of public utilities and municipal facilities;
4. Maintain records of expenditures and resources used during a disaster;
5. Identify and train personnel to comprise damage assessment teams to assist in the development of damage assessment reports; and
6. Make situation and damage reports to the EMC and assist in the assessment of damage by local, county or state teams.

**F. FINANCE (EMC, elected officials and/or as delegated):**

1. Maintains oversight of all financial and cost analysis activities associated with the

- emergency; and
- 2. Tracks costs and personnel time records; and
- 3. Assist the Emergency Management Coordinator in the assessment of damage by local, county or state teams.

**Damage Assessment Officer: (DAO)**

- 1. In cooperation with the Emergency Management Coordinator, develops and maintains the implementing procedures for damage assessment functions.
- 2. Assists in the development review and maintenance of the EOP.
- 3. Responds to the EOC or field as directed.
- 4. Conducts a “windshield” damage assessment providing the county EMC with parameters of disaster, mass care, roads closed, etc.
- 5. Makes situation and damage reports to the EMC.
- 6. Identifies municipal personnel to assist county with formal disaster assessment.
- 7. Provides county with personnel to assist with formal disaster assessment.
- 8. Advises elected officials and the EMC about damage assessment activities.

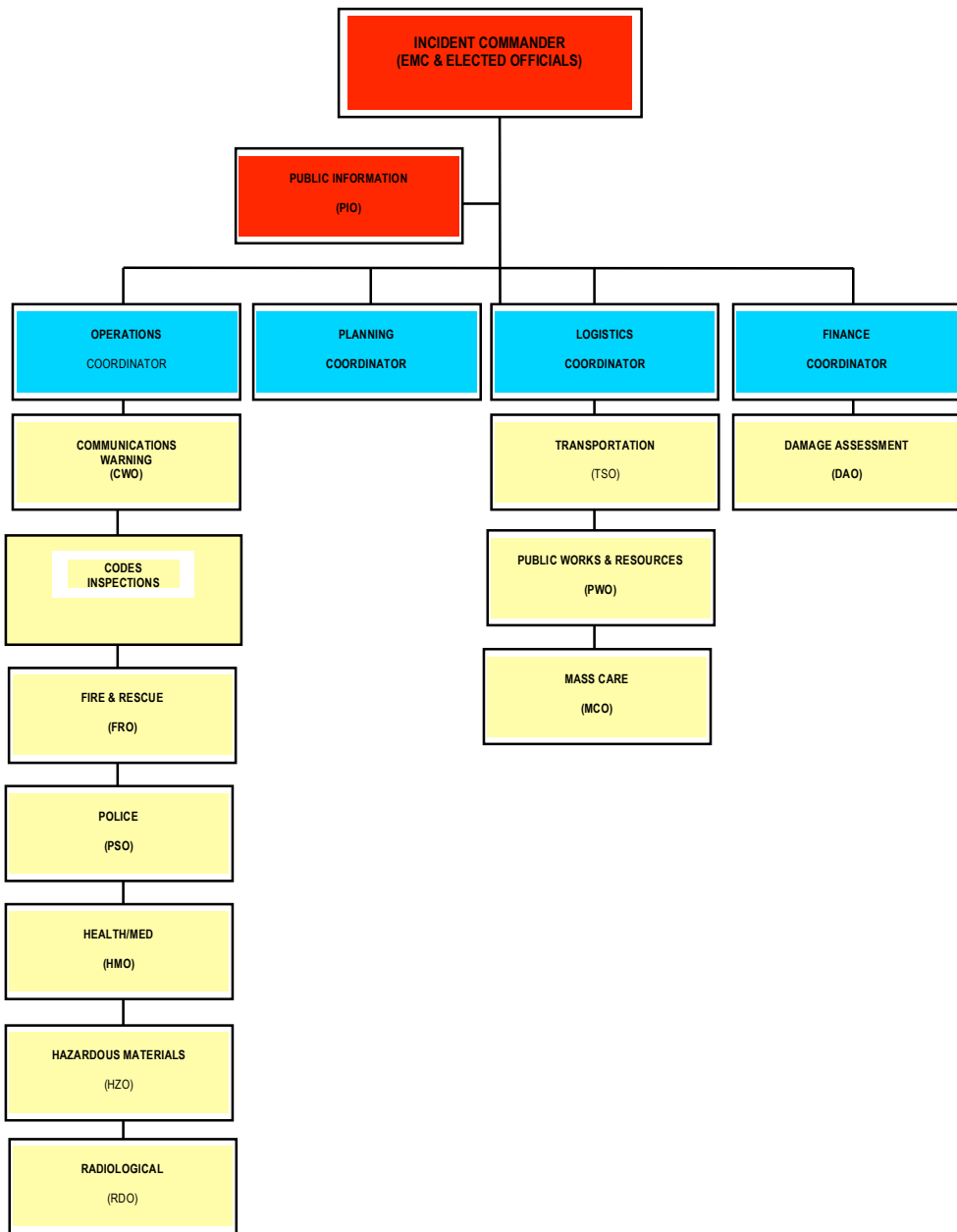


Figure 1

## 5. ORGANIZATIONAL CHART

## 6. REFERENCES

- A. The Pennsylvania Emergency Management Services Code 35 Pa. C.S. Section 71017707, as amended
- B. Pennsylvania Emergency Management Agency, "Commonwealth of Pennsylvania Multi-Hazard Identification and Risk Assessment," July, 2000
- C. Commonwealth of Pennsylvania, Emergency Operations Plan, as re-promulgated on October 12, 2001
- D. Chester County Emergency Operations Plan
- E. Chester County Hazard Vulnerability Analysis; August 1993
- F. National Response Plan

## 7. ACCOMPANYING DOCUMENTS

- A. Homeland Security Presidential Directive – (HSPD-5)
- B. Governor’s Proclamation-Implementing the National Incident Managements System
- C. ICS/NIMS Training Pyramid
- D. North Coventry Township Resolution # 06-12-06

## 8. DEFINITIONS

- A. **Access Control Points (ACPs)** – Manned posts established primarily by State or Municipal police, fire police, and augmented as necessary by the National Guard, around the perimeter of the Township on the roads leading into it for the purpose of controlling access into and out of the area.
- B. **Activate** - To start or place into action on activity or system
- C. **Alerting** – A warning signal by sound, indicating imminent danger or risk
- D. **Amateur Radio Emergency Service (ARES)** – Licensed volunteer radio amateur (HAM) communications personnel, equipped and affiliated with the County
- E. **Control** – To exercise authority with the ability to influence actions, compel or hold in restraint
- F. **Coordination** – Arranging in order, activities of equal importance to harmonize in a common effort.
- G. **Deploy** – To move to the assigned location in order to start operations.

- H. **Direction** – Providing authoritative guidance, supervision and management of activities or operations along a prescribed course to reach an attainable goal.
- I. **Direct-reading Dosimeter** – A device that measures accumulated exposure to radiation
- J. **Emergency Alert System (EAS)** – The system composed of broadcast and Cable facilities, which have voluntarily agreed to use their facilities for the dissemination of emergency information to the general public.
- K. **Emergency Alter System (EAS) Announcements** – Announcements made at the County level for the specific purpose of providing information, instructions or directions from the County Commissioners; or their designated official representative, to permanent residents and transients within the County. EAS announcements at the State level are made only when they are applicable statewide. Priorities for EAS announcements are specified in law; first to the Federal government, second to local County governments, and third to State governments. Restriction on use of EAS announcements does not preclude appropriate use of newspapers, radio and television for public information statements.
- L. **Emergency Management or Emergency Preparedness** – The judicious planning, assignment and coordination of all available resources in an integrated program of prevention, mitigation, preparedness, response and recovery for emergencies of all kind, whether from enemy or terrorist attack, man-made or natural sources.
- M. **Emergency Worker** – An individual who has an essential mission to protect the health and safety of the public.
- N. **Evacuation** – The protective action that entails the notification of evacuation actions and procedures as well as the actual movement of the public out of an affected area.
- O. **Mass Care Centers** – Fixed facilities suitable for providing emergency lodging and all essential social services and capable of providing for victims of disaster left temporarily homeless. Feeding may be done within a Mass Care enter (in suitable dining facilities) or nearby.
- P. **Municipality** – The terms “municipality” or “municipal government” are defined as refining, singular or collectively, to cities, boroughs, township and incorporated towns within the Commonwealth of Pennsylvania; “municipality” does not include counties.
- Q. **Notification** – To make known or inform.
- R. **Notification of the Hearing Impaired** – The notification of the hearing impaired can involve telephone contact to the houses of the hearing impaired to determine if special notification assistance is required, contact via a teletypewriter device for the deaf (TDD) from/to the Municipal and/or County EAC, and/or designated Municipal officials or route alert personnel making direct door-to-door contact with hearing impaired individuals and presenting them with a card to instruct them in what is appropriate.
- S. **Notify** – To inform about a condition, event or situation.
- T. **Operational** – Capable of accepting mission assignments at an indicated location with partial staff and resources.

- U. **Political Subdivision** – Any County, city, borough, township or incorporated town within the Commonwealth.
  - V. **Potassium Iodine (chemical symbol KI)** – A thyroid-blockage agent that prevents the accumulation of radioiodine by blocking its absorption by the thyroid gland with the presence of stable (non-radioactive) iodine.
  - W. **Public Information Statements** – Public announcements made by PEMA or County official spokesperson via newspapers, radio, or television to explain government actions being taken to protect the public in event of any public emergency. The purpose of the announcement is to provide accurate information, prevent panic and counteract misinformation and rumors.
- NOTE:** Reference to the emergency situation itself will be made only in the context of the reasons for governmental actions, and not to provide detailed information about it.
- X. **Radio Amateur Civil Emergency Services (RACES)** – Licensed volunteer radio amateur (HAM) communications personnel, equipped and affiliated with the County.
  - Y. **Recovery** – Actions taken over a protracted period of time to repair any physical damages to facilities/property and restore the governmental, economic and social structure of the community.
  - Z. **Route Alerting** – A “back-up” to the public alert system that is implemented in the event of public alert system failure (individual or multiple sirens). Route alerting is a municipal responsibility and is accomplished by designated route alert teams traveling in public address equipped vehicles along assigned routes.
  - AA. **State of Disaster Emergency** – A state of disaster emergency exists whenever the Government issues a declaration of disaster emergency. A disaster emergency shall be declared by executive order or proclamation of the Governor at any time upon finding that a disaster has occurred or that the occurrence or the threat of a disaster is imminent. The state of disaster emergency continues until the Government finds that the threat or danger has passed and terminates it by executive order or proclamation, but no state of disaster emergency may continue for longer than 90 days unless renewed by the Governor.
  - BB. **Support** – To act in a secondary or subordinate role to a primary activity by providing a means of maintenance or subsistence to keep the activity from failing under stress.
  - CC. **Terrorism** – Any premeditated, unlawful act dangerous to human life or public welfare that is intended to intimidate or coerce civilian populations or governments.
  - DD. **Traffic Control Points (TCPs)** – Manned posts established at critical road junctions for the purpose of controlling or limiting traffic. TCPs are used to control evacuation movement.
  - EE. **Transportation Resources or Providers** – Modes of transportation for evacuating schools, homebound individuals, the handicapped and special facilities; generally include ambulances, school buses, trucks, vans, handicapped vehicles, and coach buses for those requiring transportation.
  - FF. **Transportation Staging Area** – A designated location from which transportation resources are coordinated and/or dispatched.

- GG. Unmet Needs** – Capabilities and/or resources required to support emergency operations but neither available nor provided for at the respective levels of government.
- HH. Verification** – Follow-up by the addressee to confirm understanding of the contents of a message or announcement.

**9. ABBREVIATIONS / ACRONYMS**

<b>ACP</b>	Access Control Point
<b>ARES</b>	Amateur Radio Emergency Services
<b>DES</b>	Department of Emergency Services (Chester County)
<b>EAS</b>	Emergency Alert System
<b>EMA</b>	Emergency Management Agency
<b>EMC</b>	Emergency Management Coordinator
<b>EMS</b>	Emergency Medical Services
<b>EOC</b>	Emergency Operations Center
<b>EOP</b>	Emergency Operations Plan
<b>FEMA</b>	Federal Emergency Management Agency
<b>IP</b>	Implementing Procedure
<b>KI</b>	Potassium Iodine
<b>NOAA</b>	National Oceanic and Atmospheric Administration
<b>NWS</b>	National Weather Service
<b>OEP</b>	Office of Emergency Preparedness (Montgomery County)
<b>PEMA</b>	Pennsylvania Emergency Management Agency
<b>PennDOT</b>	Pennsylvania Department of Transportation
<b>PIO</b>	Public Information Officer
<b>PSP</b>	Pennsylvania State Police
<b>RACES</b>	Radio Amateur Civil Emergency Services
<b>SOP</b>	Standard Operating Procedure
<b>TCP</b>	Traffic Control Point
<b>TSA</b>	Transportation Staging Area

**10. TRAINING AND EXERCISES**

- A. The municipal EMC will participate in the Chester County training program and/or request for formal local training sessions to include the following: PEMA's Phase I and Phase II (duties and responsibilities of the EMC and the EMC's work environment), Planning Seminar, EOC Operation and Public Official Training (for municipal officials). All personnel must be certified in the appropriate level of the National Incident Management System (NIMS) as required by ICS/NIMS Training Pyramid.

- B. The above training will be augmented by participating in County exercises including those for review of plans and procedures; exercises in which elected officials and key staff are presented situations as a learning experience; and full scale exercises to evaluate emergency management capability.

## 11. PLAN DISTRIBUTION

- A. Distribution of the Municipal Emergency Operations Plan is as follows:

1. Municipal Officials
2. Emergency Management Coordinator and Staff
3. Medical Facilities
4. Emergency Services - Police, Ambulance, Fire, Rescue
5. School Districts
6. Township Office
7. American Red Cross (Local Chapter)
8. Chester County Emergency Management Agency
9. Pennsylvania Emergency Management Agency (PEMA) Area Office (through the County EMA)

### NOTES:

- (1) Additional copies of the plan can be made available upon specific request and justification to the North Coventry Township Emergency Management Coordinator, and approved by the BOS.
- (2) The North Coventry Township Emergency Management Coordinator is responsible for reviewing and updating this plan annually.

## ANNUAL REVIEW CERTIFICATION

<u>Date</u>	<u>Reviewed by</u>	<u>Signature</u>
1.		
2.		
3.		
4.		
5.		
6.		
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# **EMERGENCY OPERATIONS PLAN**

## **ACCOMPANYING DOCUMENTS**

Homeland Security Presidential Directive/HSPD-5 (8 pages)

Governor's Proclamation (1 page)

ICS/NIMS Training Pyramid (1 page)

North Coventry Township Resolution 06-12-06 (2 pages)

North Coventry Township Emergency Operations Organizational Chart