



Region 6 Response Support Corps Orientation

Course Objective

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This course is designed as an introduction to the Response Support Corps (RSC) Program, including a brief explanation of the broader context of emergency response and specific information on what may be required of RSC members.

Course Objective

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This course is intended for new and prospective members to the RSC.

The content for this course includes requirements and expectations to being a member of RSC. This incorporates the basis for and background of, and clarifies the commitment and expectations of participating in the RSC.

Course Objective

The course also includes an introduction to the emergency response framework, which will provide RSC members a basic understanding of the emergency response structure, as well as the statutes, regulations, and policies that establish this structure



Introduction

to the RSC

Program

What is the Response Support Corps (RSC)?

The RSC is the Agency's standing resource of volunteers who provide critical support to the Agency during an emergency response.

This reserve of employees stands ready to provide whatever is needed, based on their qualifications.

Each region and headquarters has its own reserve of RSC members that can be activated when needed to assist with an emergency response.



What is the Response Support Corps (RSC)?

The RSC program is part of an overall mechanism by which EPA ensures preparation for an Agency-wide response...

... and the program augments EPA's Emergency Response Program by providing support to On-Scene Coordinators (OSCs).



Region 6 RSC -- History

Region 6 first used approximately 60 Region 6 volunteers during the Columbia Shuttle disaster and recovery in 2003.

The National RSC program was formally established in September 2003, as part of implementing EPA's National Approach to Response (NAR).



Region 6 RSC -- History

Since then, Region 6 RSC members have been involved in various emergency responses, including Hurricanes Katrina, Rita, Ike, Gustav, Isaac; state flooding events; Deep Water Horizon tragedy; large-scale fires; and Gold King Mine incident.

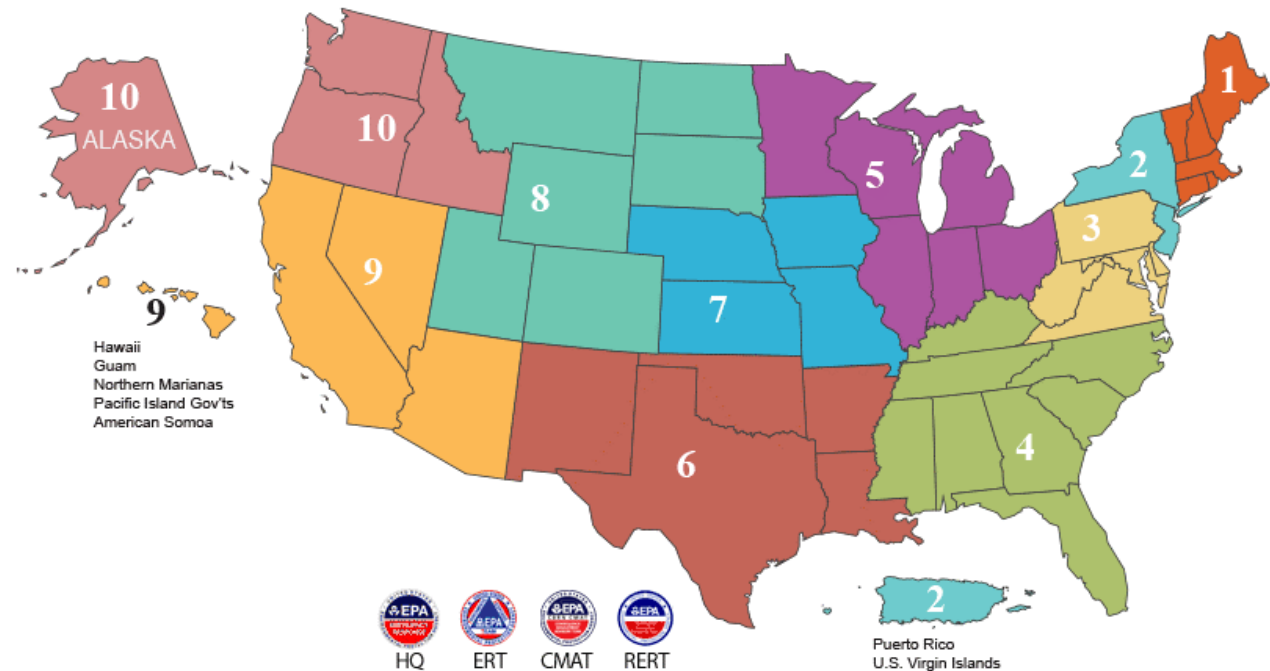


RSC members from other regions have provided support to Region 6 during many of these responses.

Region 6 RSC -- Administration

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Each Region and Headquarters has an RSC Coordinator to facilitate the recruitment, training, and maintenance of the RSC program.



The National RSC Coordinator is Craig Beasley

The Region RSC Coordinator is Susan Webster

Each Division within Region has a RSC Coordinator for their division

Who Is Eligible to Join?

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All EPA employees are eligible to join the RSC.

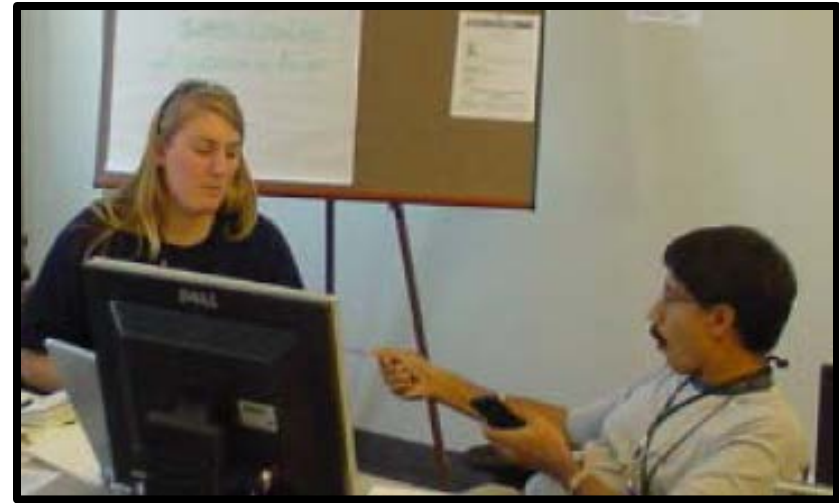
However, an employee should discuss with their manager and/or direct supervisor, and coordinate with the Division RSC coordinator, on becoming a member.



What is Expected of RSC Members?

As a member of the RSC, you will be expected to:

- 1. Seek/receive approval of your manager/supervisor on your desire to become a member.**
- 2. Complete this RSC Orientation session and other trainings required of all RSC members.**
- 3. Be willing and capable, with reasonable notice, of rapid deployment to either the Regional Emergency Operations Center (REOC) or the field.**



What is Expected of RSC Members?

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(continued) As a member of the RSC, you will be expected to:

- 4. Commit to serving the full duration of your deployment.**
- 5. Work the same schedule as other emergency personnel. This is typically normally more than 8 hours/day and generally more than 5 days/week.**
- 6. Have a basic understanding of the Incident Command System (ICS).**
- 7. Perform the job that you are appointed to fill, whether it is administrative or technical.**





RSC members may be activated during incidents and events of regional or national significance

- **Significant environmental emergency (e.g., Deepwater Horizon)**
- **Natural disaster (e.g., floods, hurricanes, earthquakes)**
- **Nationally-significant incident requiring EPA assistance (e.g., Columbia Shuttle recovery)**
 - **Terrorist attack requiring a national EPA response (e.g., World Trade Center/Pentagon)**

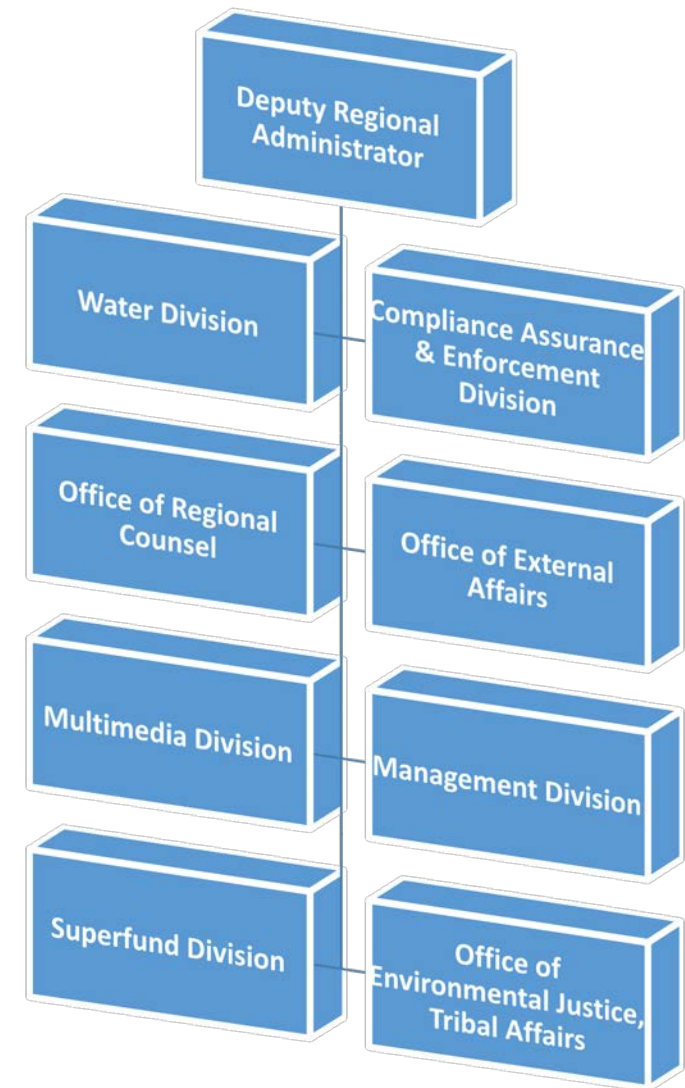
RSC Activation

The Regional Incident Coordination Team (RICT) receives the request for personnel assistance and activates the RSC

The requested positions are filled based on members' skills and availability

Your supervisor determines availability in their division and selects personnel options

Region 6 may request support or assistance from Headquarters or other Regions





If an RSC member is activated in support of a response, the member may be asked to either work at:

- **Regional Emergency Operations Center (REOC), or**
- **In some cases, at the incident site**

Deployment duration will depend on the nature of the event and response required

RSC Activation

Once activated, RSC members may be asked to fill a variety of roles:

- **Leading field sampling teams**
- **Sampling of environmental media and/or hazardous materials as part of a field support team**
- **Providing technical advice and support to OSCs and field teams**
- **Managing information technology and/or GIS support**
- **Assisting with travel and finance issues**
- **Providing phone duty and general field office support**



- Once deployed, the activities of an RSC member are directed by authorities at the location, and not their home office
- RSC members may be reassigned once on location, but must meet the health and safety requirements of the new assignment



- Expect work hours beyond your normal work hours, under potentially stressful conditions

RSC

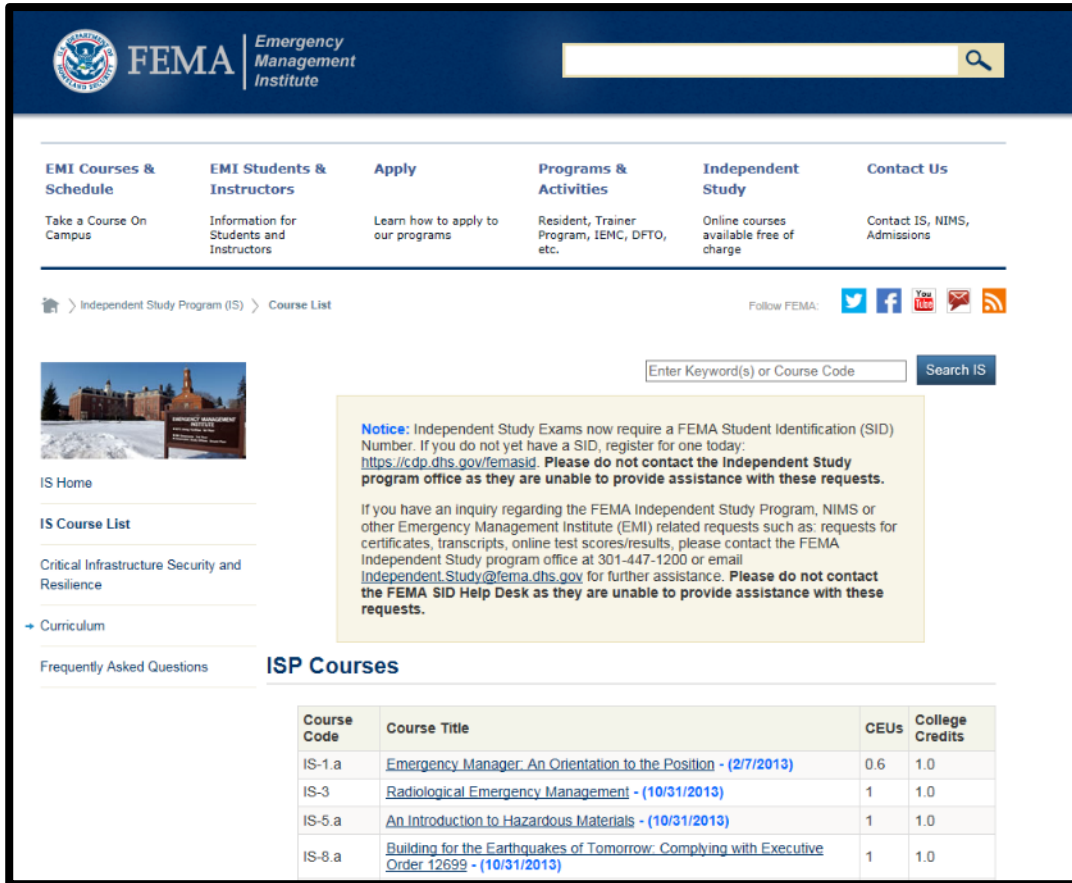
Requirements



Region 6 wants to ensure RSC members deployed to the field return safely.

So it is imperative all RSC members fulfill the training and health and safety requirements, as well as recommended training options.

Those deployed to the field will have additional requirements above those who may be asked to work in the REOC.



The screenshot shows the FEMA Emergency Management Institute website. The header includes the FEMA logo and a search bar. The main navigation menu has links for EMI Courses & Schedule, EMI Students & Instructors, Apply, Programs & Activities, Independent Study, and Contact Us. The Independent Study section is highlighted, showing a list of courses. A notice box states: "Notice: Independent Study Exams now require a FEMA Student Identification (SID) Number. If you do not yet have a SID, register for one today: <https://icdp.dhs.gov/femasid>. Please do not contact the Independent Study program office as they are unable to provide assistance with these requests." Below the notice, a table lists the courses:

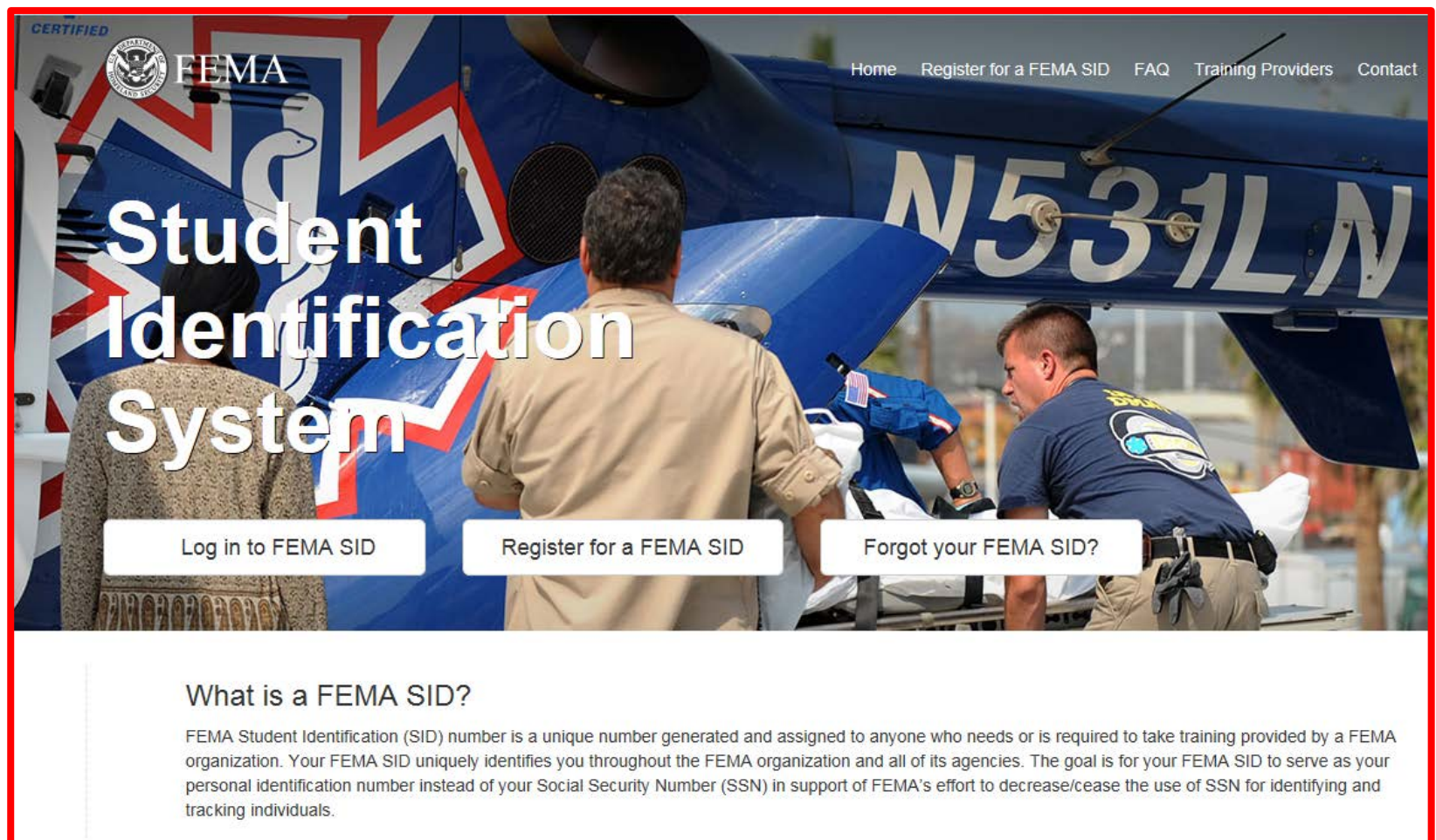
Course Code	Course Title	CEUs	College Credits
IS-1.a	Emergency Manager: An Orientation to the Position - (2/7/2013)	0.6	1.0
IS-3	Radiological Emergency Management - (10/31/2013)	1	1.0
IS-5.a	An Introduction to Hazardous Materials - (10/31/2013)	1	1.0
IS-8.a	Building for the Earthquakes of Tomorrow: Complying with Executive Order 12699 - (10/31/2013)	1	1.0

All RSC members are expected to complete the ICS-100.b and ICS-200.b courses, which can be found on the FEMA Independent Study Course website.

<http://training.fema.gov/is/crslist.aspx>

100.b -- Introduction to Incident Command System, ICS-100
200.b -- ICS for Single Resources and Initial Action Incidents

Notice: The FEMA Independent Study Exams now require a FEMA Student Identification (SID) Number. If you do not yet have a SID, register for one today: <https://cdp.dhs.gov/femasid>



Student Identification System

Log in to FEMA SID Register for a FEMA SID Forgot your FEMA SID?

What is a FEMA SID?

FEMA Student Identification (SID) number is a unique number generated and assigned to anyone who needs or is required to take training provided by a FEMA organization. Your FEMA SID uniquely identifies you throughout the FEMA organization and all of its agencies. The goal is for your FEMA SID to serve as your personal identification number instead of your Social Security Number (SSN) in support of FEMA's effort to decrease/cease the use of SSN for identifying and tracking individuals.

It is recommended RSC members also complete the IS-700.a, IS-800.b, and IS-810 courses on the FEMA Independent Study website.

ESF #10

Oil and Hazardous Materials Response



FEMA

ESF #10 – Oil and Hazardous Materials Response
IS-810 – February 2009
Visual 1

700.a -- National Incident Management System (NIMS) An Introduction
800.b -- National Response Framework, An Introduction
810 -- Emergency Support Functions (ESF) #10 - Oil and Hazardous Materials Response Annex

RSC Requirements -- Training

RSC members may participate in supplemental training, which could include incident specific positions, such as Planning Section Chief, Liaison or Safety Officer.

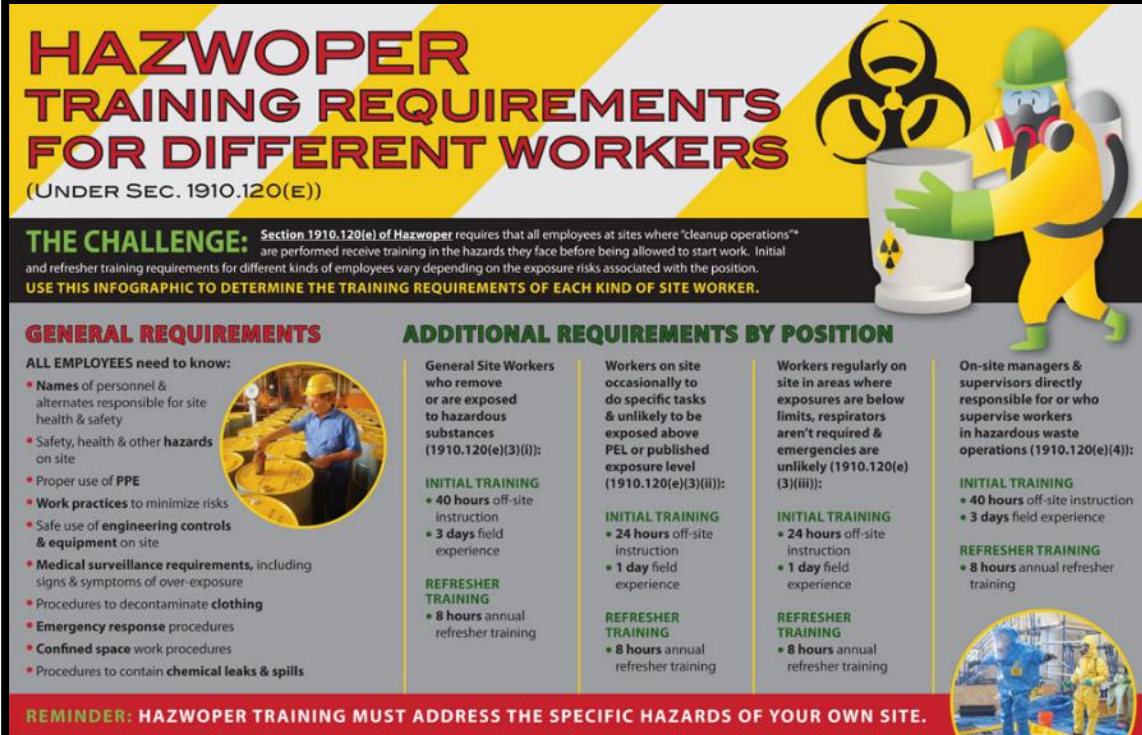
Members may be required to attend more ICS specific training depending on their specific position assignment within the ICS



Again, RSC members will not be trained to perform technical job functions that are outside the parameters of their current position

For those RSC members who are deployed into the field to support response operations, HAZWOPER training must be completed before deployment can be approved.

HAZWOPER training is not required for those RSC members deployed to the REOC or office settings.



HAZWOPER TRAINING REQUIREMENTS FOR DIFFERENT WORKERS
(UNDER SEC. 1910.120(E))

THE CHALLENGE: Section 1910.120(e) of Hazwoper requires that all employees at sites where "cleanup operations" are performed receive training in the hazards they face before being allowed to start work. Initial and refresher training requirements for different kinds of employees vary depending on the exposure risks associated with the position. **USE THIS INFOGRAPHIC TO DETERMINE THE TRAINING REQUIREMENTS OF EACH KIND OF SITE WORKER.**

GENERAL REQUIREMENTS	ADDITIONAL REQUIREMENTS BY POSITION			
ALL EMPLOYEES need to know: <ul style="list-style-type: none">Names of personnel & alternates responsible for site health & safetySafety, health & other hazards on siteProper use of PPEWork practices to minimize risksSafe use of engineering controls & equipment on siteMedical surveillance requirements, including signs & symptoms of over-exposureProcedures to decontaminate clothingEmergency response proceduresConfined space work proceduresProcedures to contain chemical leaks & spills	General Site Workers who remove or are exposed to hazardous substances (1910.120(e)(3)(i)): INITIAL TRAINING <ul style="list-style-type: none">40 hours off-site instruction3 days field experience REFRESHER TRAINING <ul style="list-style-type: none">8 hours annual refresher training	Workers on site occasionally to do specific tasks & unlikely to be exposed above PEL or published exposure level (1910.120(e)(3)(ii)): INITIAL TRAINING <ul style="list-style-type: none">24 hours off-site instruction1 day field experience REFRESHER TRAINING <ul style="list-style-type: none">8 hours annual refresher training	Workers regularly on site in areas where exposures are below limits, respirators aren't required & emergencies are unlikely (1910.120(e)(3)(iii)): INITIAL TRAINING <ul style="list-style-type: none">24 hours off-site instruction1 day field experience REFRESHER TRAINING <ul style="list-style-type: none">8 hours annual refresher training	On-site managers & supervisors directly responsible for or who supervise workers in hazardous waste operations (1910.120(e)(4)): INITIAL TRAINING <ul style="list-style-type: none">40 hours off-site instruction3 days field experience REFRESHER TRAINING <ul style="list-style-type: none">8 hours annual refresher training

REMINDER: HAZWOPER TRAINING MUST ADDRESS THE SPECIFIC HAZARDS OF YOUR OWN SITE.

Initial HAZWOPER training may consist of either the 24-hour or 40 hour course.

Normally, the RSC member's daily job at EPA will determine the level of HAZWOPER training they will receive.

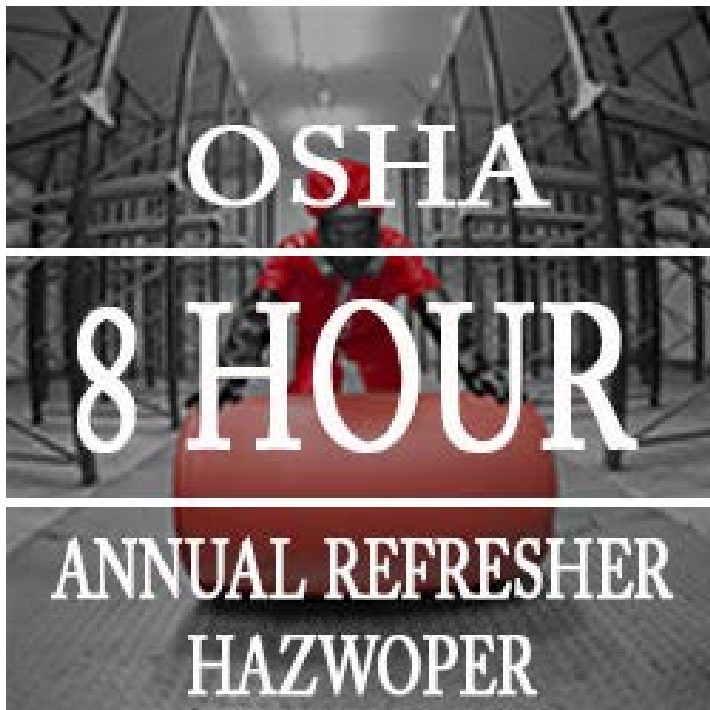


Q: So, what's the difference between 24 and 40 hour HAZWOPER courses?

A: 40-Hour Hazardous Waste Operations training is mandatory for persons engaged in hazardous substance/ waste removal or other associated activities before they begin work at an uncontrolled hazardous waste site. 29 CFR 1910.120 (e) (3) (I) states: "General site workers, such as equipment operators, general laborers and supervisory personnel, engaged in hazardous substance removal or other activities which expose or potentially expose workers to hazardous substances and health hazards shall receive a minimum of 40 hours of instruction.

24-Hour Hazardous Waste Operations is for technicians, contractors, consultants, supervisors and managers, etc. who are not required to have the 40-Hour training prior to working at a hazardous material/waste site. Generally, this training is for persons who might visit a waste site but whose potential for exposure to the hazardous waste is extremely low.

Those RSC members who are deployed to the field must also ensure they are up to date on their HAZWOPER annual refresher training.



Under 29 CFR 1910.120(8), Refresher training, everyone trained and engaged in response activities at any of the levels of certification "shall receive annual refresher training of sufficient content and duration to maintain their competencies.

Field-deployed RSC members must be current on their CPR-First-aid training.

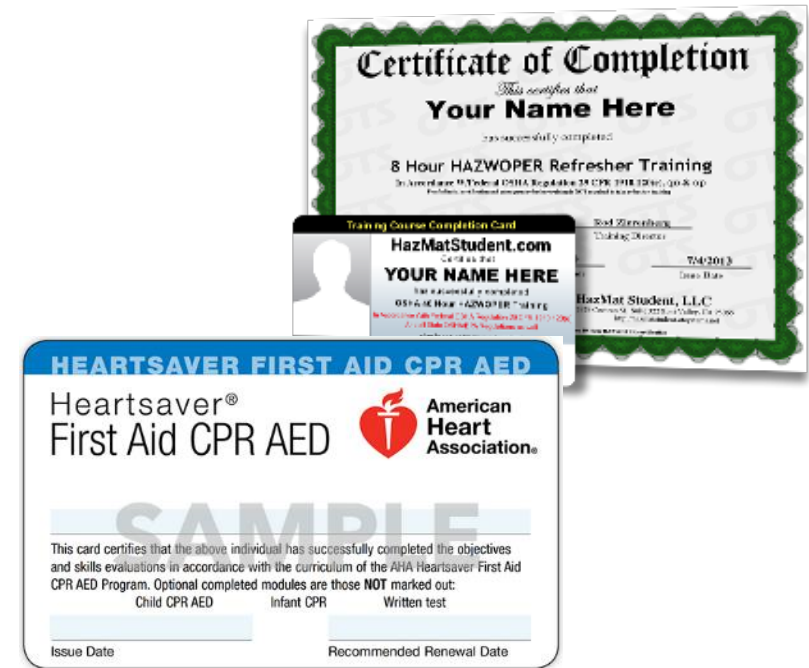
These certifications are good for two years from issuance.



**CPR AND
FIRST AID
CLASSES**

RSC Requirements -- Training

All RSC members must submit H&S training certifications (i.e. HAZWOPER initial/refreshers training and 1st Aid/CPR) to the regional Safety, Health & Environmental Management (SHEM) Program Manager.



The SHEM Manager must ensure personnel meet health and safety training requirements prior to deployment. If an RSC member does have the appropriate training certifications, they will not be cleared to deploy in support of any emergency incident.

If a RSC member is on medical surveillance for their normal position/job function at EPA, it is important to remain current on exams.

If an RSC member (on the agency’s medical surveillance program) is not current, that person will not be cleared to deploy in support of any emergency incident.

U.S. ENVIRONMENTAL PROTECTION AGENCY MEDICAL CLEARANCE STATEMENT NATIONAL OCCUPATIONAL MEDICAL SURVEILLANCE PROGRAM		TYPE OF EXAM: (Nurse to complete) [] BASELINE [] PERIODIC [] EXIT [] DIVER (166)
<div><div>(Nurse to complete)</div><div>Name of Client: _____</div><div>SSN (last four digits only): _____</div><div>Organization/Facility Designator: _____</div><div>Supervisor Name: _____</div><div>Supervisor Phone: _____</div></div> <div><div>(Nurse to complete)</div><div>Health Center Site Code: _____</div><div>Complete Mailing Address: _____</div><div>Health Center Phone and Fax: _____</div><div>SHENP Manager Name: _____</div><div>Complete Mailing Address: _____</div></div>		<div><input type="checkbox"/> Lab Employee (040)</div> <div><input type="checkbox"/> Clean Air Inspector / Enforcement Officer (040)</div> <div><input type="checkbox"/> FIFRA Enforcement Officer (050)</div> <div><input type="checkbox"/> Pesticide Lab Employee (010)</div> <div><input type="checkbox"/> Emergency Response & On-Scene Coordinator (020)</div> <div><input type="checkbox"/> Field Sampling Employee (030)</div> <div><input type="checkbox"/> Remedial Project Officer (100)</div> <div><input type="checkbox"/> TSCA Enforcement Officer (110)</div> <div><input type="checkbox"/> RCRA Enforcement Officer (110)</div> <div><input type="checkbox"/> NESHAP's / AHERA (Asbestos Enforcement Officer) (070)</div> <div><input type="checkbox"/> Wetlands Employee (130)</div> <div><input type="checkbox"/> Radiation Employee (090)</div> <div><input type="checkbox"/> U.S.T. Inspector (120)</div> <div><input type="checkbox"/> NPDES Inspector (080)</div> <div><input type="checkbox"/> Animal Handler</div> <div><input type="checkbox"/> Other (150)</div>
Medical Clearance Statement [To be completed by Medical Review Officer only]		
<p>The above-named EPA employee has been medically examined under the provisions of the EPA National Occupational Medical Surveillance Program and has been advised of the examination findings.</p> <p>I have reviewed the Employee medical history, physical examination findings, and diagnostic tests.</p> <p>In my opinion, this employee:</p> <div><input type="checkbox"/> Is medically qualified to participate in the essential functions of this position and wear all suitable respiratory protective equipment (levels A, B, C, and D).</div> <div><input type="checkbox"/> Is medically qualified to wear only the indicated respiratory equipment: <div><input type="checkbox"/> Negative pressure respirator <input type="checkbox"/> PAPR respirator <input type="checkbox"/> SCBA-type respirator <input type="checkbox"/> Air-line respirator <input type="checkbox"/> The employee should not wear a respirator when experiencing reactive airways disease</div></div> <div><input type="checkbox"/> Is medically qualified to participate in the essential functions of this position, but is not medically qualified to wear respiratory protective equipment (level D only).</div> <div><input type="checkbox"/> Is medically qualified to participate in EPA office and/or laboratory activities, but not field activities.</div> <div><input type="checkbox"/> Reported no need to use respiratory protective equipment for this position.</div> <div><input type="checkbox"/> Is qualified to participate in EPA field and laboratory activities with the following restrictions: <div><input type="checkbox"/> The employee demonstrated hearing loss. Supervisors should be aware of this impairment. The employee should avoid, whenever feasible, all hazardous noise exposures. When avoidance is not feasible he/she should wear appropriate hearing protective equipment.</div><div><input type="checkbox"/> The employee's near and/or far vision was deficient. The employee is advised to review this with his/her regular eye doctor.</div><div><input type="checkbox"/> The employee's lab results were significantly abnormal. The employee is advised to review these abnormalities with his/her regular physician.</div><div><input type="checkbox"/> The employee's RBC cholinesterase and/or serum cholinesterase was reported as abnormal but is not clinically significant and requires no further action.</div><div><input type="checkbox"/> The employee's blood pressure was significantly elevated. The employee is restricted to work activities requiring only mild or moderate exertion. This restriction can be removed by the FOH Health Center when the employee has documented three serial blood pressure readings <160/95.</div></div> <div><input type="checkbox"/> A medical recommendation cannot be made at this time. Further medical evaluation, as described below, is needed:</div> <div><input type="checkbox"/> Is not medically qualified at this time for this position.</div> <div><input type="checkbox"/> Is medically qualified for all EPA driving-related duties and use of breathing apparatuses.</div> <div><input type="checkbox"/> A prescription for antibiotics was signed by the examining physician and sent to the employee's SHENP Manager.</div> <p>The following occupationally-related medical findings were noted during this evaluation: _____</p> <p>My recommendations, if any, include: _____</p> <p>Schedule next exam in: <input type="checkbox"/> One Year <input type="checkbox"/> Two Years <input type="checkbox"/> Exit exam (no further exams will be scheduled)</p> <p>Reviewing Physician's Signature: _____ Date Medical Review Completed: _____</p> <p>Reviewing Physician's Printed Name: _____ _____</p>		

If an RSC member is not enrolled in the Regional Medical Surveillance Program, and will be deployed out to conduct any field activities, the RSC member will undergo medical pre-screening & post-screening.

Screenings will be conducted to document existing medical conditions and any exposures the RSC member may have experienced in the field.





If an RSC member is enrolled in the Respiratory Protection Program, they must stay current on fit testing.

If an RSC member is not current on fit testing, that person will not be cleared to deploy in support of any emergency incident.

This includes keeping your respiratory equipment in workable condition, maintaining it to manufacturer specifications.

All RSC members must process through the Regional Health and Safety Office prior to deployment.

The Health & Safety Office will provide you with an initial health and safety briefing brief on expected site conditions in the area the RSC member is deploying.





If an RSC member needs Personal Protective Equipment (PPE) to conduct any field activities during an emergency response, submit a Goods & Services request, category 3. This request must have management approval.

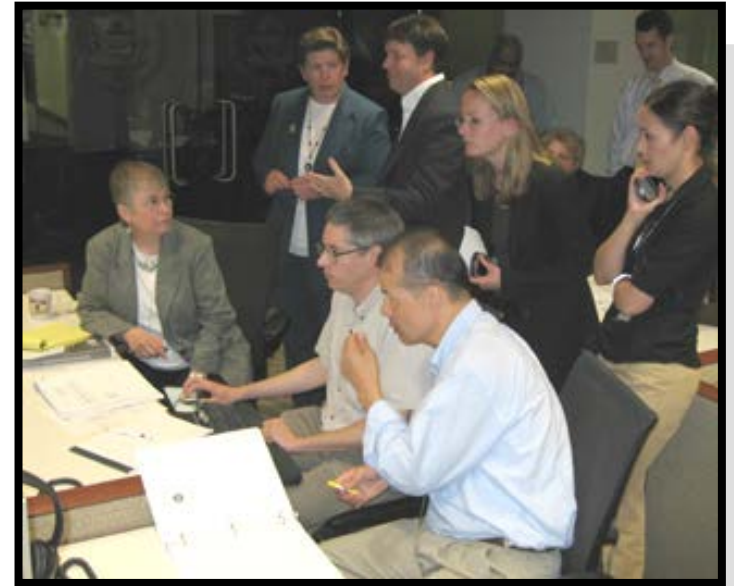
Once approval is obtained, the H&S Office will obtain all necessary PPE.

RSC Requirements – Exercises

Exercises provide valuable training for RSC members in working with personnel from local, state, and Federal response communities

RSC members are encouraged to participate in at least one exercise annually

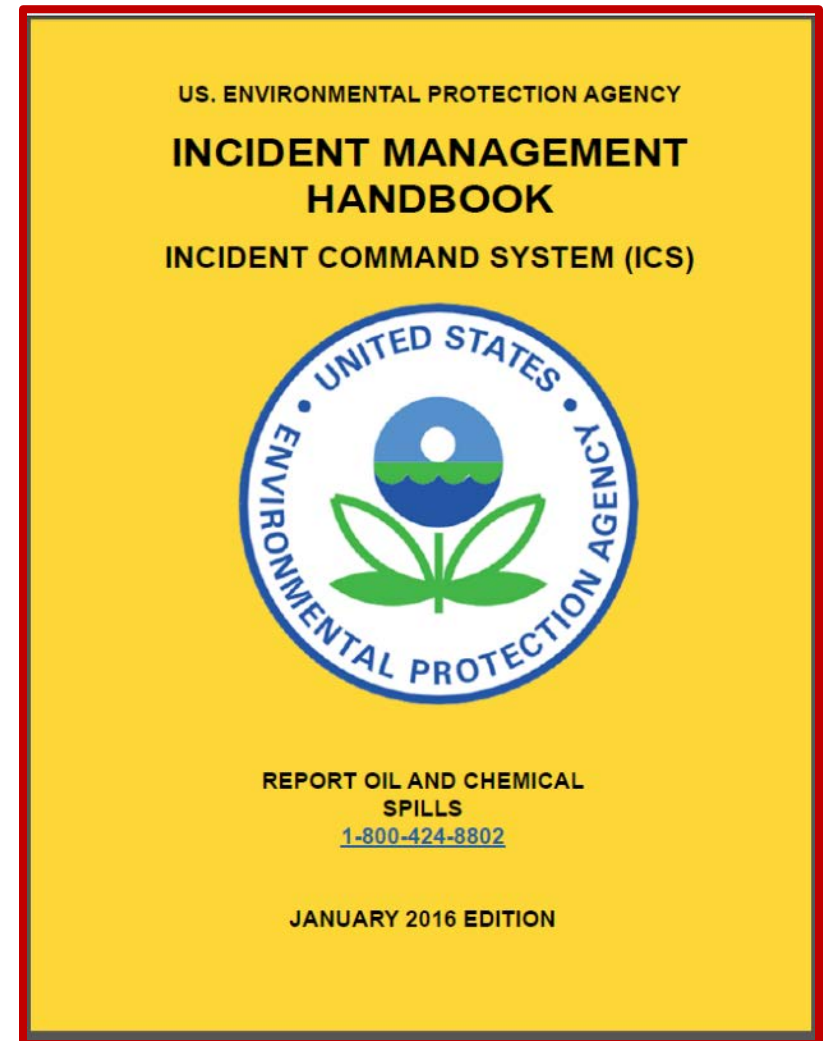
RSC members will be notified of opportunities to participate in exercises, such as full scale or table top exercises which are conducted within the Region.



Introduction to the Emergency Response Framework

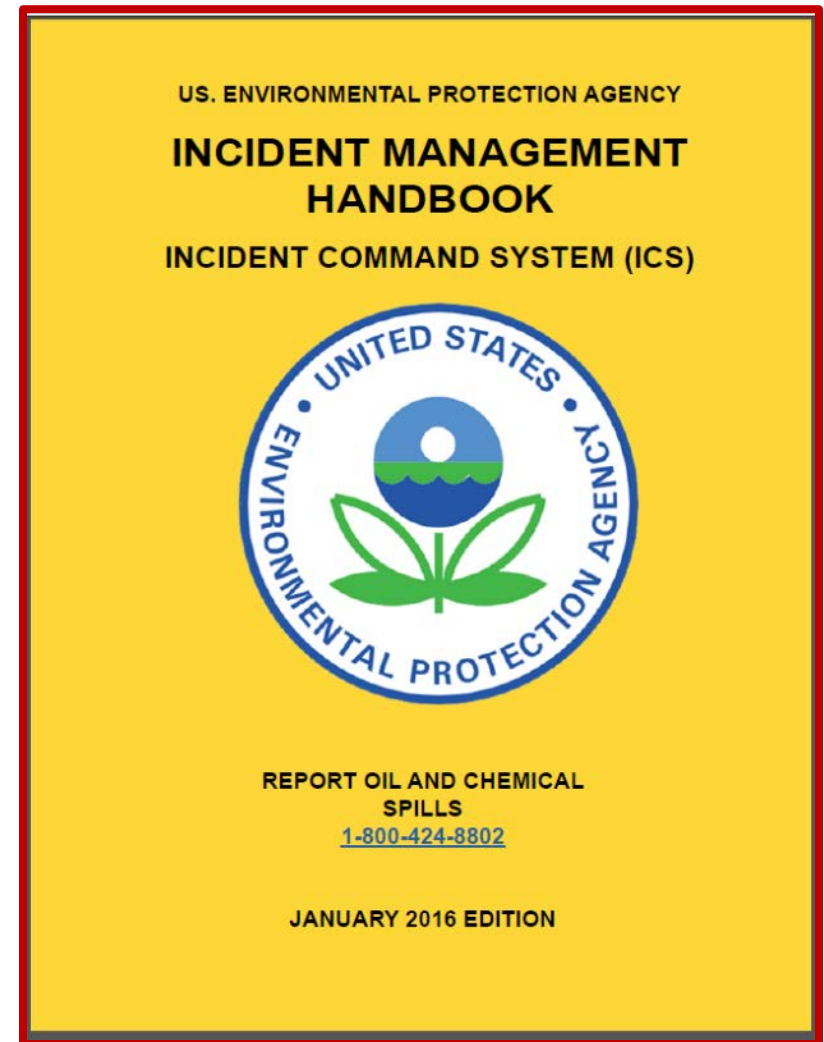
Current emergency response policies and guidelines provide a standard framework for structuring and coordinating effective response to emergency situations, including:

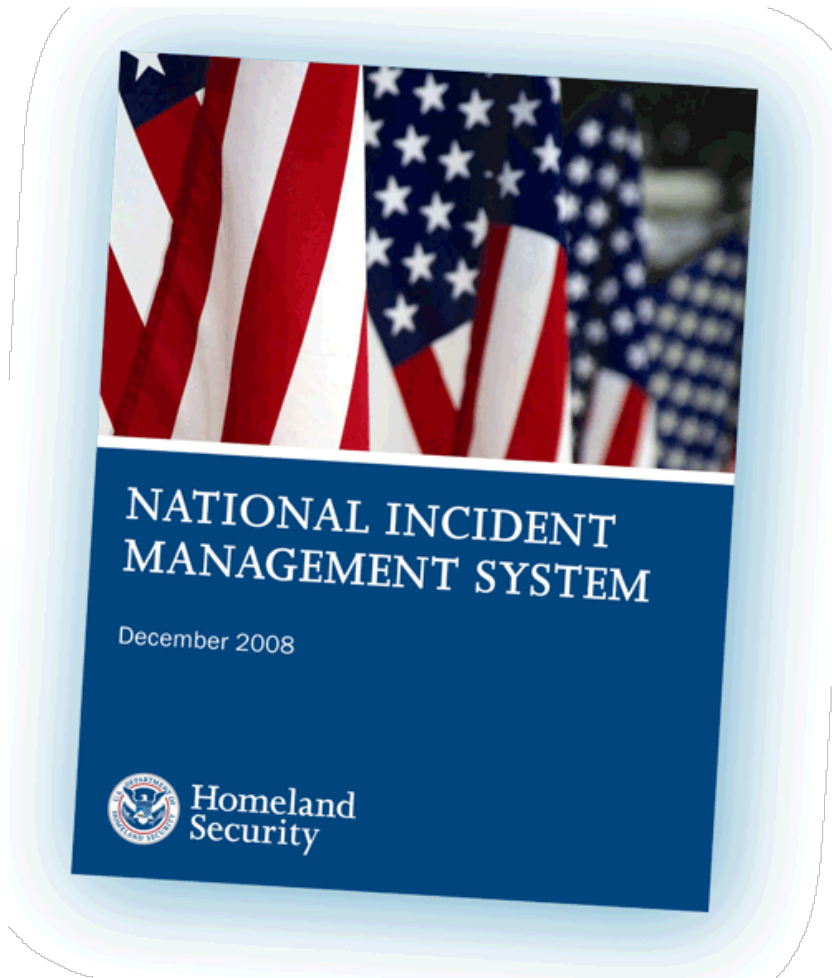
- **Emphasize preparedness**
- **Establish a unified approach to incident response**
- **Coordinate between agencies, jurisdictions, and individual responders**
- **Integrate multiple disciplines and fields of expertise**



The emergency response process is structured to provide a nationally consistent approach integrating multiple authorities.

Emergency response policies and guidelines are designed to be flexible enough to remain relevant and applicable in many types of incidents and at varying degrees of response complexity.



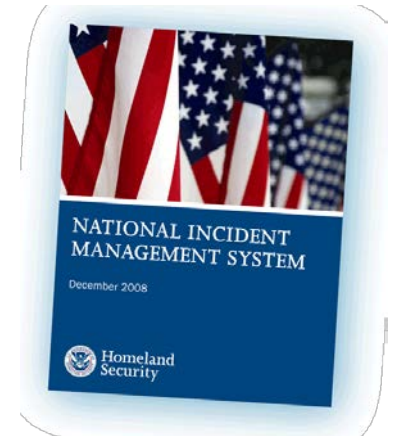


Emergency response policies which EPA personnel are expected to follow are interrelated, and these policies are designed to supplement and augment each other.

Emergency response policies are intended to be flexible and to build on each other. They are not “stand alone,” but rather are interconnected to form a comprehensive and consistent strategy for response.

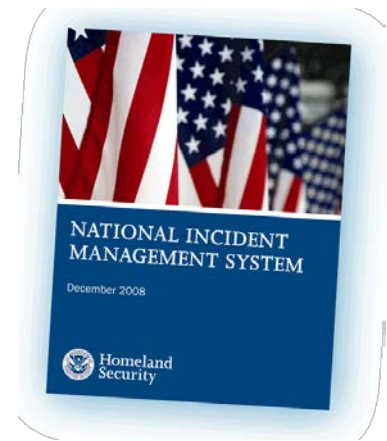
Response Framework -- Introduction

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Each of the following key emergency response policies will be covered in more detail in subsequent slides:

- **National Response Framework (NRF):** The NRF establishes national-level policy and operational direction for responding to all types of incidents.
- **National Contingency Plan (NCP):** The NCP was developed by EPA for responding to oil and hazardous substance spills and releases.



(continued) Each of the following key emergency response policies will be covered in more detail in subsequent slides:

- **NIMS/ICS: NIMS and ICS provide a common national baseline for structuring an actual response – focus less on policy and more on implementation.**
- **NAR: EPA's mechanism for implementing the response structure set by the NRP and NIMS, and for meeting homeland security responsibilities.**

Response Framework – Policy Framework

Response Authorities	Stafford Act		Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA) / Clean Water Act (CWA)	
DHS Plans/Guidance/ Policy	National Response Plan (NRP)		National Incident Management System (NIMS)	
EPA National Plans/Guidance/ Policy	National Approach to Response (NAR)	NIMS Implementation Plan	National IMT Guidance	National RSC Guidance
EPA Regional Plans/Guidance/ Policy	Regional / Area Contingency Plans	Regional IMT Implementation		Regional RSC Implementation

- The NRF was originally released in January, 2008, as a result of a Homeland Security Presidential Directive (HSPD-5).
- The purpose of HSPD-5 was to enhance the ability of the U.S. to manage domestic incidents by establishing a single, comprehensive national incident management system.
- The NRF establishes a single, comprehensive approach to domestic incident management to coordinate the hierarchy of responders and jurisdictions during a response

Homeland Security Presidential Directive-5

February 28, 2003

SUBJECT: Management of Domestic Incidents

Purpose

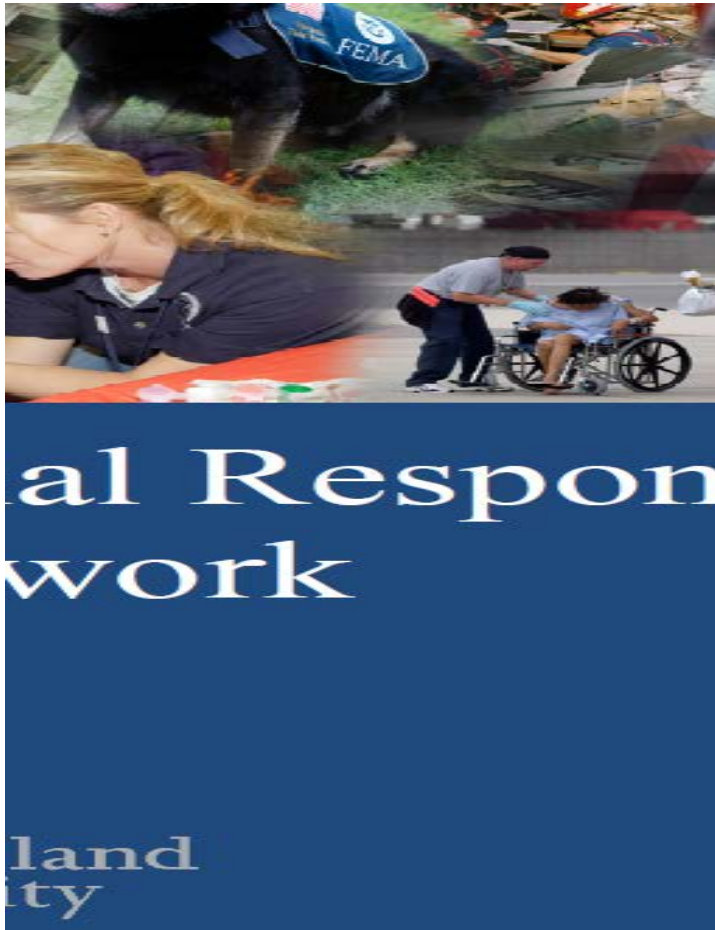
1. To enhance the ability of the United States to manage domestic incidents by establishing a single, comprehensive national incident management system.

Definitions

2. In this directive:
 - a. the term "Secretary" means the Secretary of Homeland Security;
 - b. the term "Federal departments and agencies" means those executive departments enumerated in 5 U.S.C. 101, together with the Department of Homeland Security, independent establishments as defined by 5 U.S.C. 104(1); government corporations as defined by 5 U.S.C. 103(1); and the United States Postal Service;
 - c. the terms "State," "local," and the "United States" when it is used in a geographical sense, have the same meanings as used in the Homeland Security Act of 2002, Public Law 107-296.

Policy

3. To prevent, prepare for, respond to, and recover from terrorist attacks, major disasters, and other emergencies, the United States Government shall establish a single, comprehensive approach to domestic incident management. The objective of the United States Government is to ensure that all levels of government across the Nation have the capability to work efficiently and effectively together, using a national approach to domestic incident management. In these efforts, with regard to domestic incidents, the United States Government treats crisis management and consequence management as a single, integrated function, rather than as two separate functions.
4. The Secretary of Homeland Security is the principal Federal official for domestic incident management. Pursuant to the Homeland Security Act of 2002, the Secretary is responsible for coordinating Federal operations within the United States to prepare for, respond to, and recover from terrorist attacks, major disasters, and other emergencies. The Secretary shall coordinate the Federal Government's resources utilized in response to or recovery from terrorist attacks, major disasters, or other emergencies if and when any one of the following four conditions applies: (1) a Federal department or agency acting under its own authority has requested the assistance of the Secretary; (2) the resources of State and local authorities are overwhelmed and Federal assistance has been requested by the appropriate State and local authorities; (3) more than one Federal department or agency has become substantially involved in responding to the incident; or (4) the Secretary has been directed to assume responsibility for managing the domestic incident by the President.



- The NRF applies to all Federal departments and agencies that participate in a coordinated Federal response, which may include an appropriate combination of Federal, state, local, tribal, private-sector, and nongovernmental entities
- It provides an all-hazards approach to managing natural disasters and man-made emergencies

Response Framework – NRF

- Normally, there are four scenarios which may cause the implementation of the NRF:
 - Federal Agency or Dept. asks DHS for assistance (e.g., Ricin)
 - State or local authority overwhelmed and requests assistance (e.g., Hurricane Katrina)
 - More than one Federal Agency or Dept. substantially involved in response (e.g., Capitol Hill Anthrax)
 - Secretary of DHS directed by the President to manage the incident (e.g., Columbia Shuttle)



The Stafford Act creates the system by which a Presidential Disaster or Emergency Declaration triggers financial and resource assistance through Federal Emergency Management Agency (FEMA).

EPA receives “Missions Assignments” from FEMA with the funds to implement activities. These Mission Assignments are the mechanism by which direction is given by FEMA to EPA and other federal agencies, with the associated funding.



FEMA

**DEPARTMENT OF HOMELAND SECURITY
Federal Emergency Management Agency
MISSION ASSIGNMENT (MA)**

**O&A No. 7000-0002
Expires May 31, 2017**

PAPERWORK BURDEN DISCLOSURE NOTICE

This notice informs you that this form is estimated to average 20 minutes per response. This burden estimate includes the time for reviewing instructions, searching existing data sources, gathering and maintaining the needed data, and completing and reviewing this form. The collection of information is required to obtain or retain benefits. You are not required to respond if the collection of information unless it displays a valid OMB control number. Send comments regarding the accuracy of the burden estimate and any suggestions for reducing this burden to the Information Collection Project Manager, Department of Homeland Security, Federal Emergency Management Agency, 505 C Street SW, Washington, DC 20412-0100. Paperwork Reduction Project (1548-009). **NOTE:** Do not send your completed form to this address.

I. TRACKING INFORMATION (FEMA Use Only)

Date	Resource Requested Number
Program Code/Event Number	Date/Time Received

II. ASSISTANCE REQUIRED ☐ See Attached

Assistance Requested _____

Delivery Location	Internal Control Number	Date/Time Required
Initiator/Requester Name	24 Hour Phone Number	Email Address
Site POC Name	24 Hour Phone Number	Email Address
		Date

III. INITIAL FEDERAL COORDINATION (Operations Section)

Action to:	<input type="checkbox"/> ESF # : _____ <input type="checkbox"/> RSP: _____	Date/Time	Priority	<input type="checkbox"/> 1. Lifesaving <input type="checkbox"/> 2. Life-sustaining <input type="checkbox"/> 3. High <input type="checkbox"/> 4. Normal
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IV. DESCRIPTION (Assigned Agency Action Officer)

Statement of Work _____

Your agency must update the calculated MA estimate at least annually as updated by FEMA's mission restoration activity. Annual data will also be provided to FEMA via reports to the End Users every three years and shall be submitted to FEMA Center M&U-Sigma per the M&U policy and information management plan at <http://www.fema.gov/federalagenciesandaffiliates/informationmanagement>.

Assigning Agency	Projected Start Date	Estimated Projected Cost Dollars
<input type="checkbox"/> New or <input type="checkbox"/> Amendment to MA #: _____	Total Cost Estimated	Total Required FFE Obligation Cycle
ESF/OAF/RDF Action Officer	Phone #	Email

V. COORDINATION (FEMA Use Only)

Type of MA:	<input type="checkbox"/> Direct Federal Assistance State Cost Share (%), (70%, 70%), (20%)	<input type="checkbox"/> Federal Operations Support State Share (%)
State Cost Share Percent %		State Cost Share Amount: \$
Fund Grantee ID -#	-#	Appropriation code: 700070
Mission Assignment Manager (Program)		Title
**FEMA Project Manager/State Director (Program Approval)		Title
*Continuity/Facility Control (Facility Release)		Title

FHMA FORM 000-01

PREVIOUSLY FF 95-120

Page 1 of 2

A Mission Assignment will originate from FEMA, or a State/local request for assistance.

Mission Assignments are based on Emergency Support Function (ESF) capabilities.

RSC members assigned to field activities should understand what the mission assignment is, and what the bounds of that mission assignment are (the Statement of Work).

The ESFs serve as the primary operational-level mechanism to provide assistance to State, local and tribal governments or to Federal departments and agencies

EPA is the Coordinator and Primary Agency along with the Coast Guard for ESF #10: Oil and Hazardous Materials

EPA may call upon other ESFs (other federal agencies) for support during a response

Coordinating Agency	EPA	
Primary Agencies	EPA USCG	
Support Agencies	USDA DOC/NOAA DOD DOE HHS/CDC/ATSDR DHS/FEMA DOI	DOJ DOL/OSHA DOS DOT GSA NRC

NIMS & NRF Relationship

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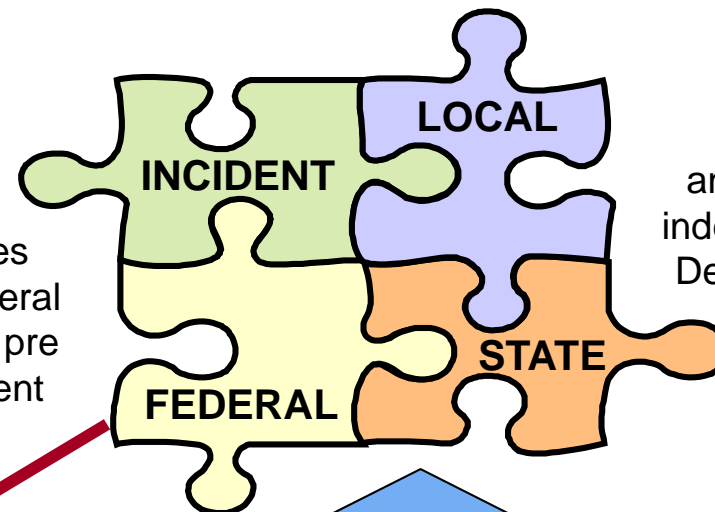
National Incident Management System
(NIMS) Standardized process and
procedures for incident management

NIMS aligns command & control, organization
structure, terminology, communication protocols,
resources and resource typing to enable
synchronization of efforts in response to an
incident at all echelons of government



NRF is activated for
Nationally Significant Events

DHS integrates
and applies federal
resources both pre
and post incident



Resources,
knowledge,
and abilities from
independent federal
Depts. & Agencies

National Response Framework (NRF)
Activation and proactive application of
integrated Federal resources

Incident Command System (ICS)

ICS is the operational structure required by and defined in NIMS. It establishes roles and responsibilities and a reporting structure for incident response and management.

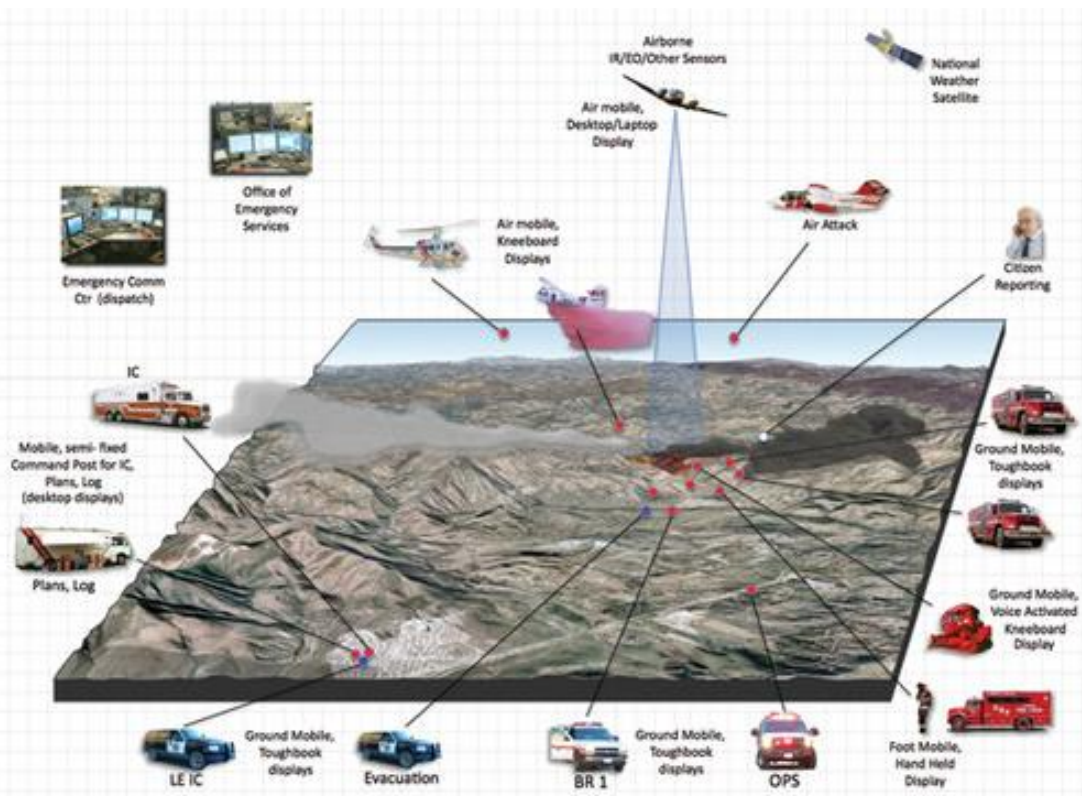
ICS is designed to grow or shrink with the needs of an incident response; ICS can be an extensive and complex network of responders and responding organizations, or can be a linear structure involving a single organization.

The underlying principles of common structure and common language facilitate the scalability of ICS.

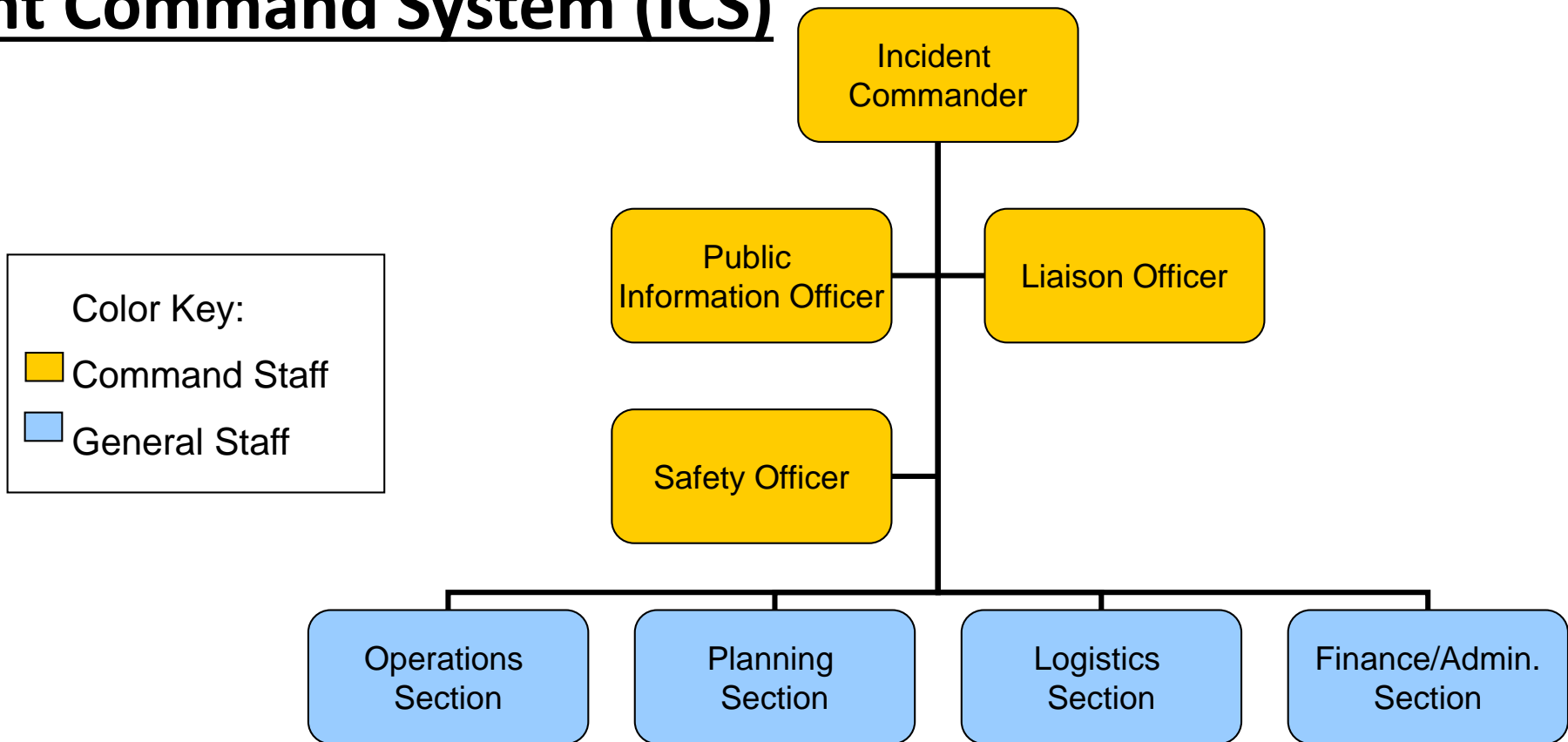


ICS defines the operating characteristics, interactive management components, and organizational structure for coordinating incident management entities engaged in response operations

ICS integrates facilities, equipment, personnel, procedures, and communications into a common organizational structure



Incident Command System (ICS)



RSC members may be deployed to work under the Command Staff as a PIO, Liaison or Safety Officer

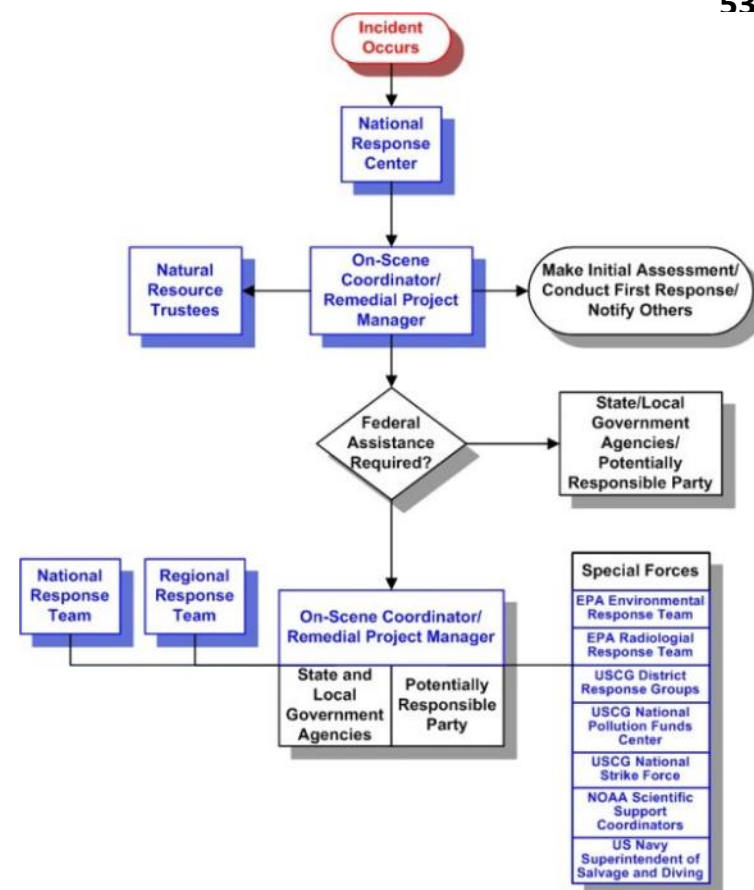
Generally members will fall under General Staff – Operations, Planning, Logistics and Finance

National Contingency Plan (NCP)

The NCP is EPA's mechanism to prepare for and respond to oil and hazardous materials releases, but can include terrorism incidents

The NCP ensures Federal resources and expertise are available immediately for incidents beyond the capabilities of local and state responders

It provides the framework for the National Response System (NRS), which is a multi-layered response network of local, state, and Federal agencies, industry, and other organizations that share expertise and resources



National Contingency Plan (NCP)

The NCP was first developed over 30 years ago to provide a system for Federal response to oil and hazardous substance spills and releases.

Whereas the NRF applies to all types of incidents, the NCP is an operational supplement dealing only with oil and hazardous substance releases.

The NCP is the authority and direction we use to respond to spills and releases on a daily basis.

National Oil and Hazardous Substances
Pollution Contingency Plan
AKA National Contingency Plan (NCP)

First Edition
1968



The NAR is the EPA policy that encompasses our national approach to the response program

The NAR:

- Clarifies EPA's specific role in emergency response and incident management.
- Coordinates EPA's response approach with the NRF and NIMS/ICS,
- Is the mechanism by which EPA meets its homeland security responsibilities.

ORDER

Classification No.: 2071
Approval date: 11/12/2008
Review date: 11/12/2011

National Approach to Response

Introduction

In recent years, the United States has faced unprecedented challenges in responding to nationally significant incidents, including the World Trade Center and Pentagon terrorist attacks, the anthrax response, the Columbia Space Shuttle recovery, and most recently hurricanes Katrina and Rita. These events and the possibility of future similar events make it clear that EPA must continue to focus preparedness and response planning on the possibility for multiple, simultaneous significant incidents that could occur across several regions. Additionally, with each major incident, it is also clear that the role of the Agency is expanding to include the expertise of offices and activities across the Agency.

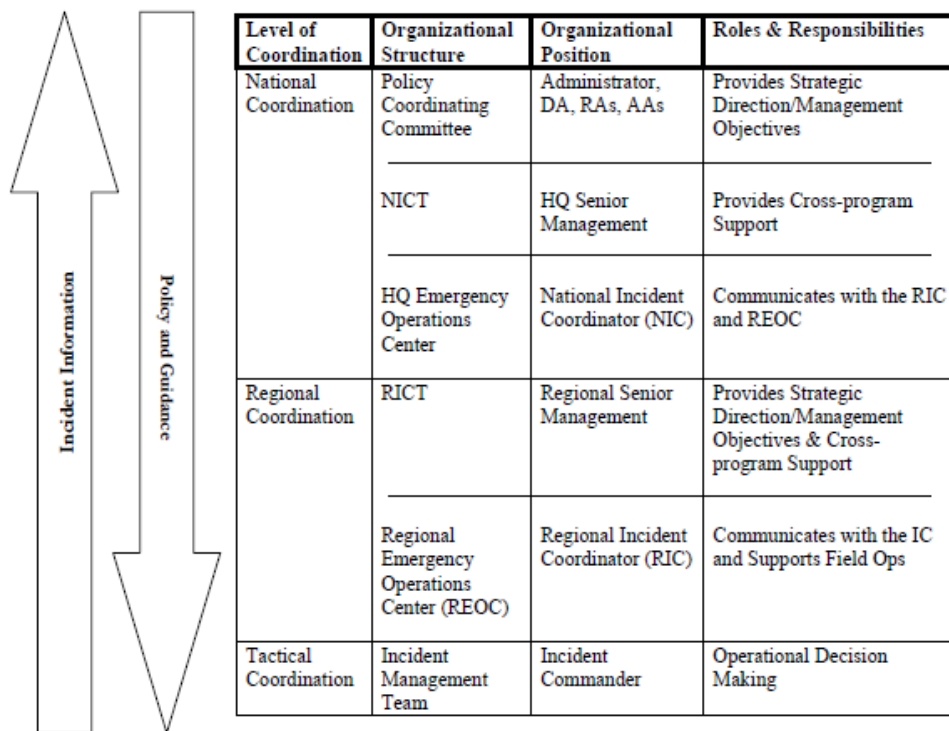
In June 2003, the EPA Administrator introduced a new agency-wide National Approach to Response (NAR) designed to bring together and ensure efficient utilization of existing emergency response assets and to ensure that roles and responsibilities at all levels in headquarters and the regions are clear. This EPA Order supersedes and formalizes the NAR in light of the publication of the newly developed National Response Framework (NRF) which replaces the National Response Plan (NRP), and the National Incident Management System, as well as recent Agency experience with response to major events, including Hurricane Katrina.

Purpose of the Directive

This document supersedes and formalizes EPA's agency-wide National Approach to Response (NAR) policy in accordance with the government-wide NRF. Additionally, it documents EPA's policy for implementation of the government-wide National Incident Management System (NIMS).

Figure 2: National Incident Coordination and Communication

EPA Model for National Incident Coordination



The NAR aligns EPA with the NRF and NIMS. It was developed to address the Agency's role in incident management and homeland security

The NAR provides a structure for planning and preparing for multiple, simultaneous nationally significant incidents, while ensuring the efficient and effective use of EPA's agency-wide assets

ICS Structure in a Real Events

The following two slides are a snapshot of our organizational structure during Hurricane Katrina and the Deepwater Horizon event.

In both events, RSC members played a major role in staffing many of the positions shown on the charts.



Org Chart for Hurricane Katrina – 09/20/2005

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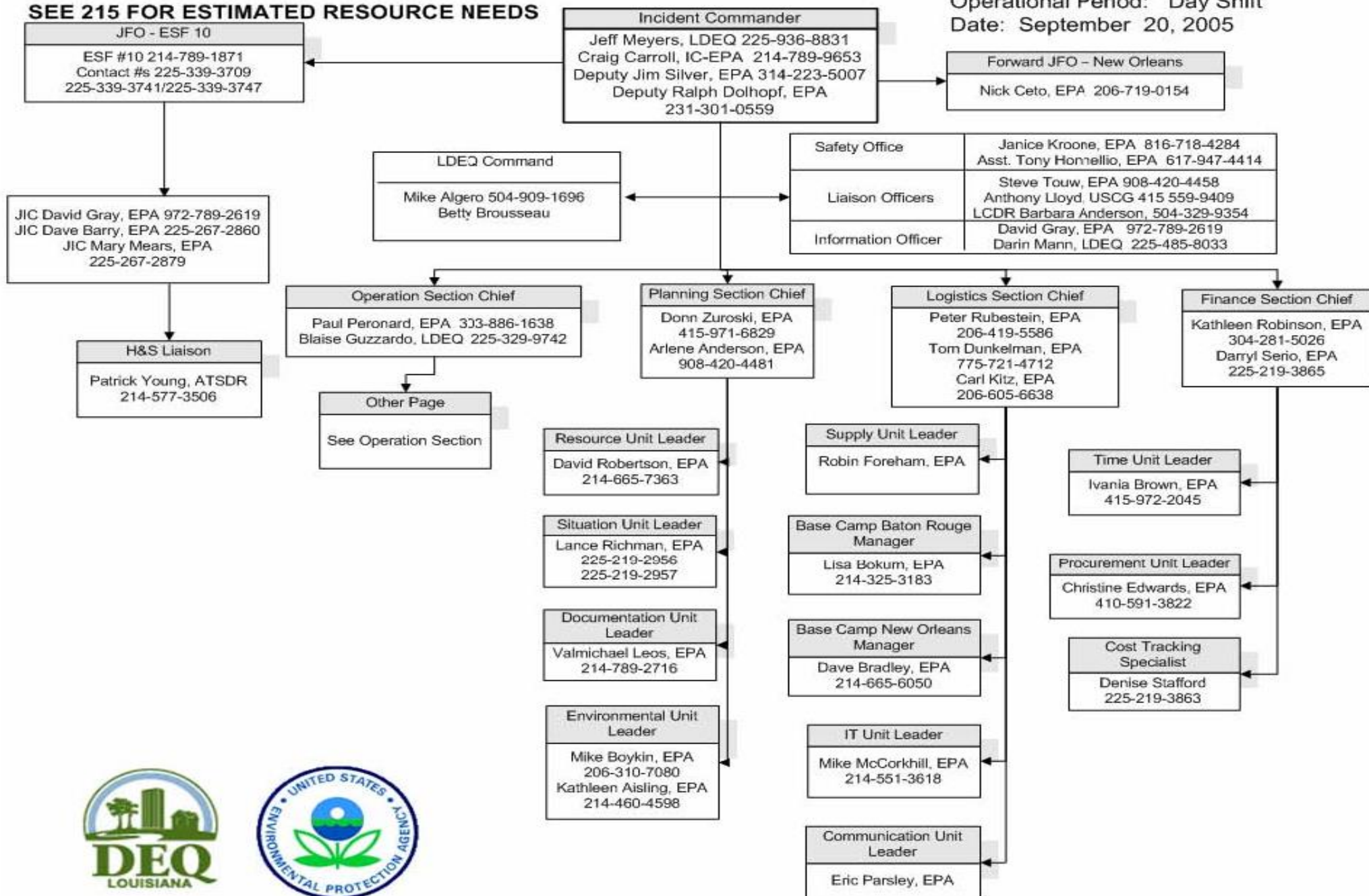
ICS 207

SEE 215 FOR ESTIMATED RESOURCE NEEDS

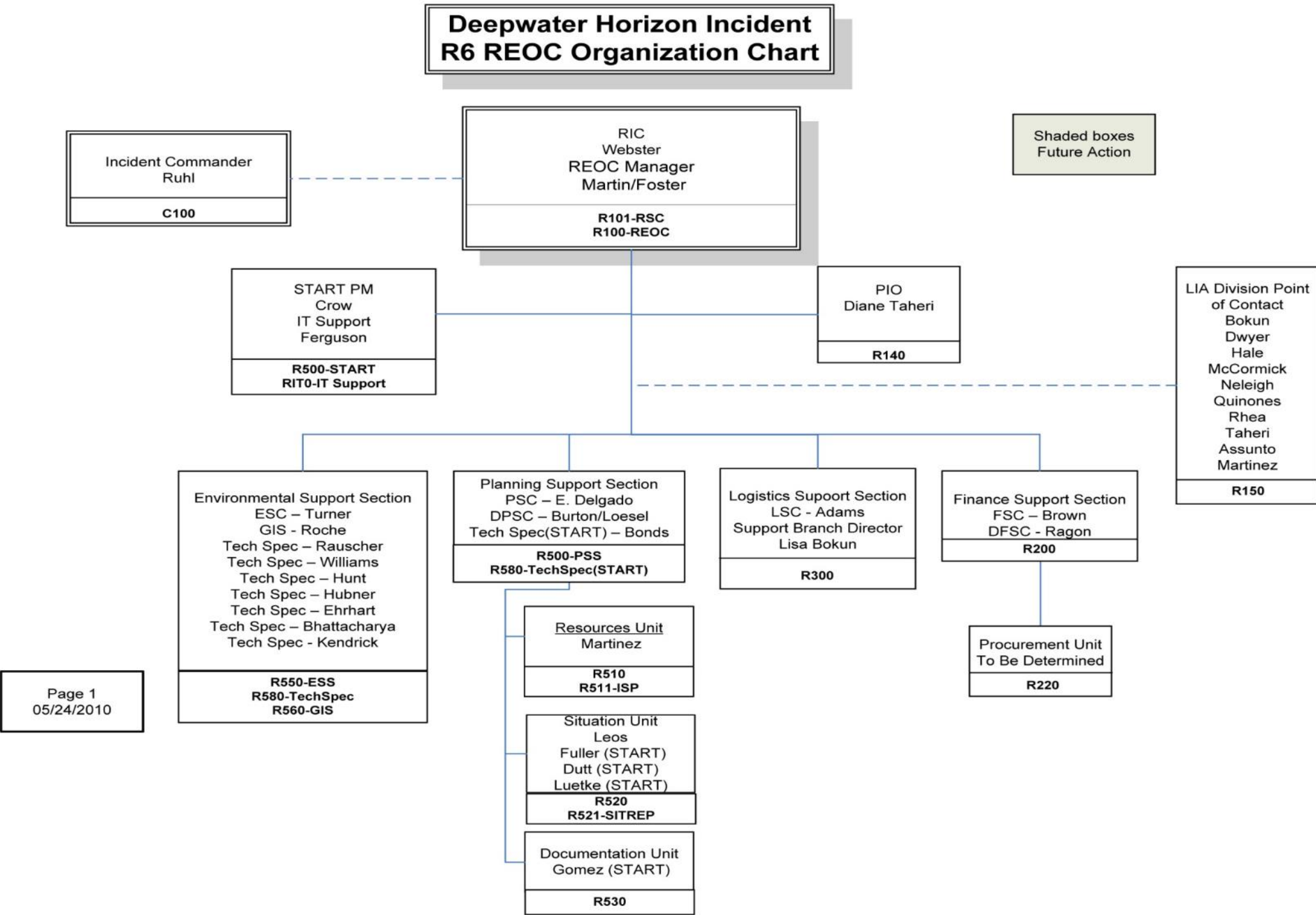
Incident Name: Hurricane Katrina

Operational Period: Day Shift

Date: September 20, 2005



Org Chart for Deepwater – 05/20/2010



Key Points for an RSC Member

Challenges During a Response



Helping Region 6 during a major incident is very important, and may be one of the more rewarding things an RSC member can do during their career, but each person must understand the critical nature of that work, which includes:

Challenges During a Response

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Demands can be incessant and often seem unrealistic, so it is vital to remaining flexible

The message from our agency to the public or other agencies must be consistent, so risk communication to the public is critical, and

Information must be communicated quickly and accurately to ensure decisions are properly made

Contracts – Key Points

Once activated, an RSC member will probably be working around and with EPA emergency response contract personnel, both in the REOC and out in the field.

It is imperative an RSC member:



Contracts – Key Points

- **Be careful not to give the appearance of directing the contractor's work.**
- **Keeping the proper contractual relationship can be difficult while under stressful conditions**
- **Be Careful – Be Professional !!**
- **If an RSC member has questions regarding the contractors – ask the OSC**



Human Resources – Key Points

During a major incident, EPA Region 6 wants all employees to stay safe during the response.

If an RSC member is injured or becomes ill while out in the field:





THREE TYPES OF CLAIMS

- Traumatic Injury
(Form CA-1)
- Occupational Disease
(Form CA-2)
- Recurrence
(Form CA-2a)

FECA 5 USC	20 CFR	ELM	EL 505	CA 550 Q&A
§8101 (5)	10.5 (ee) 10.100	541.2.r 542.11 544.112 544.2 545.21	Exh. 5.1 Ch. 3-6 Ch. 4-1	B-3
§8101 (5)	10.5 (q) 10.101	541.2.j 542.12	Ch. 3.7 Exh. 5.1 Ch. 4-8	B-3 B-4
	10.5 (x) 10.5 (y) 10.104	541.2.p 541.2.q 542.13 544.22	Ch. 3.8 Ch. 5	B-8 B-9

Created by AP/WU Human Relations Department Director, Sue Garney

- Immediately report the situation to the Safety Officer or other member of the Command Staff
- Also immediately report the situation to your normal EPA Supervisor
- Make sure appropriate paperwork is timely and accurately completed

Health & Safety – Key Points

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- **Take Responsibility:** Don't do something you think is unsafe.
- **Accountability:** Make sure someone knows where you are at all times (check in/out, buddy system)
- **Hygiene:** Contaminated Water, bacteria, viruses, debris, or chemicals may be the food and water. Before eating or drinking, wash hands with soap and boiled or treated water

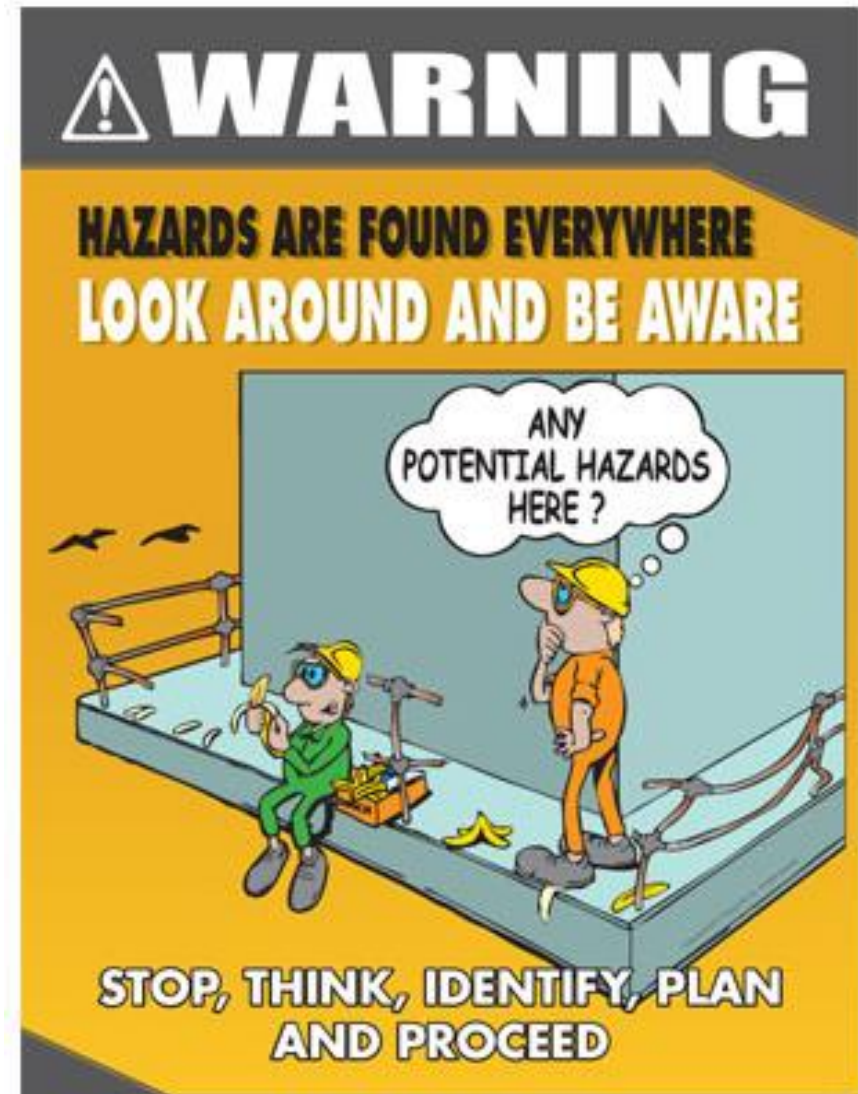




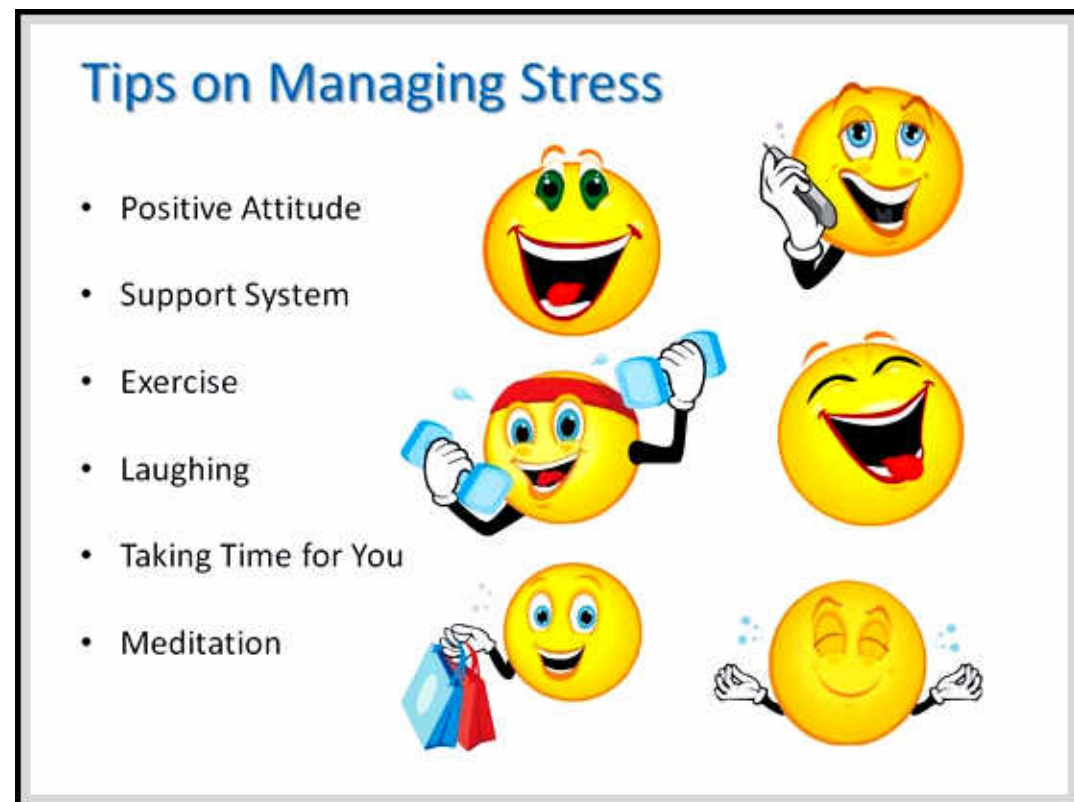
- **Heat-related problems, including heat stroke, heat exhaustion, heat cramps, and fainting. Drink plenty of fluids, wear light-colored, loose-fitting clothing, avoid caffeine, and DO NOT WAIT TO GET THIRSTY.**
- **Fatigue: Follow Work/Rest Guidelines. Especially when driving. Know your limitations.**

Health & Safety – Key Points

- **Awareness/HAZCOM:** the first step to safety is awareness. Pay attention to your surroundings and watch out for your buddy.
- **Contamination Avoidance:** Avoid unnecessary contamination of personnel, equipment, and materials. Do not unnecessarily sit, kneel, or otherwise come in contact with potentially contaminated surfaces.



- **Monitor yourself and your reactions and try to pace yourself**
- **Check in regularly with family & friends as well as with colleagues at the site**
- **Avoid working alone**
- **Take brief relaxation/stress management breaks**



- Take time out for basic bodily care and refreshment
- Accept that you cannot change the situation
- Be gentle with yourself and encourage yourself to be flexible, patient, and tolerant with others and yourself



In

Summary

What to Expect

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Being an RSC member does involve a time commitment, especially during activation/ deployment operations.



So it is important to embrace the emergency response mindset, which includes making quick decisions, working in potentially stressful situations, and keeping a patient and positive attitude.

**“Teamwork:
Simply stated, it is less
me and more we.”**

Anonymous

**As a result, you will see
the Region getting the
job done together in an
expeditious manner**

**You will have the
chance to stay involved
in Agency challenges**

**... and most importantly, you will be helping ensure the
citizens of Region 6 have a better chance in recovering from a
potential devastating event in their lives.**