



# Region 6 Response Support Corps Orientation

# Course Objective



**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



**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**

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**to the RSC**

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**Program**

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# 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

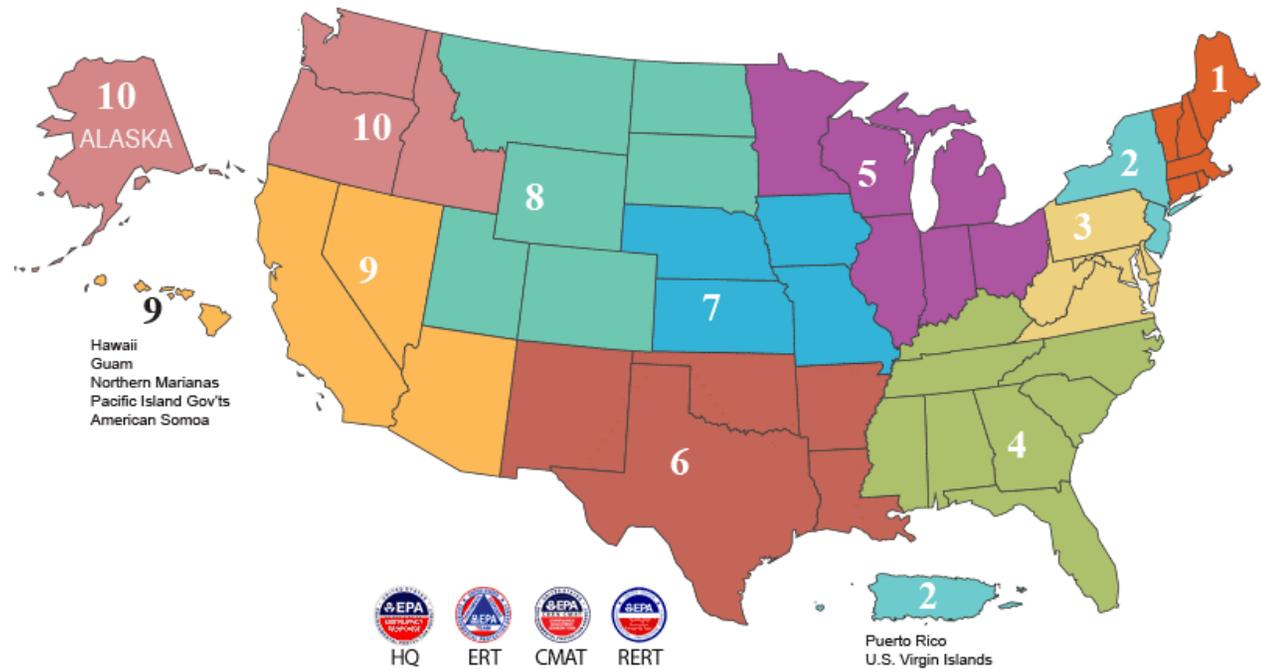
Since then, Region 6 RSC members have been involved in various emergency responses, including Hurricanes Katrina, Rita, Ike, Gustav, Isaac; state flooding events; Deep Water Horizon tragedy; large-scale fires; and Gold King Mine incident.



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

# Region 6 RSC -- Administration

**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?

**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:**

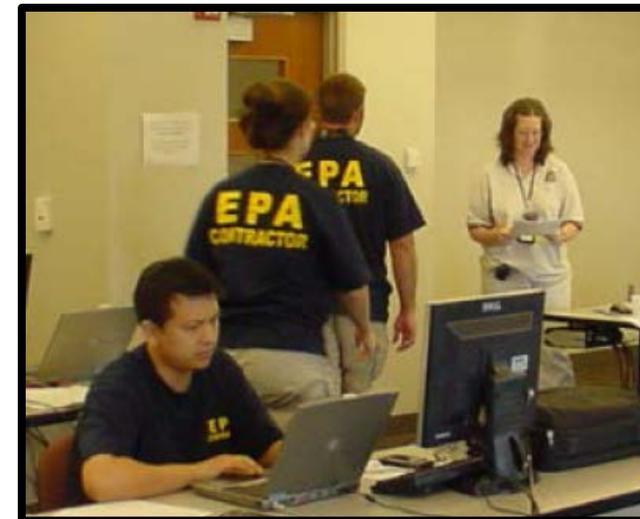
- 1. Seek/receive approval of your manager/supervisor on your desire to become a member.**
- 2. Complete this RSC Orientation session and other trainings required of all RSC members.**
- 3. Be willing and capable, with reasonable notice, of rapid deployment to either the Regional Emergency Operations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



# What is Expected of RSC Members?

**(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)**

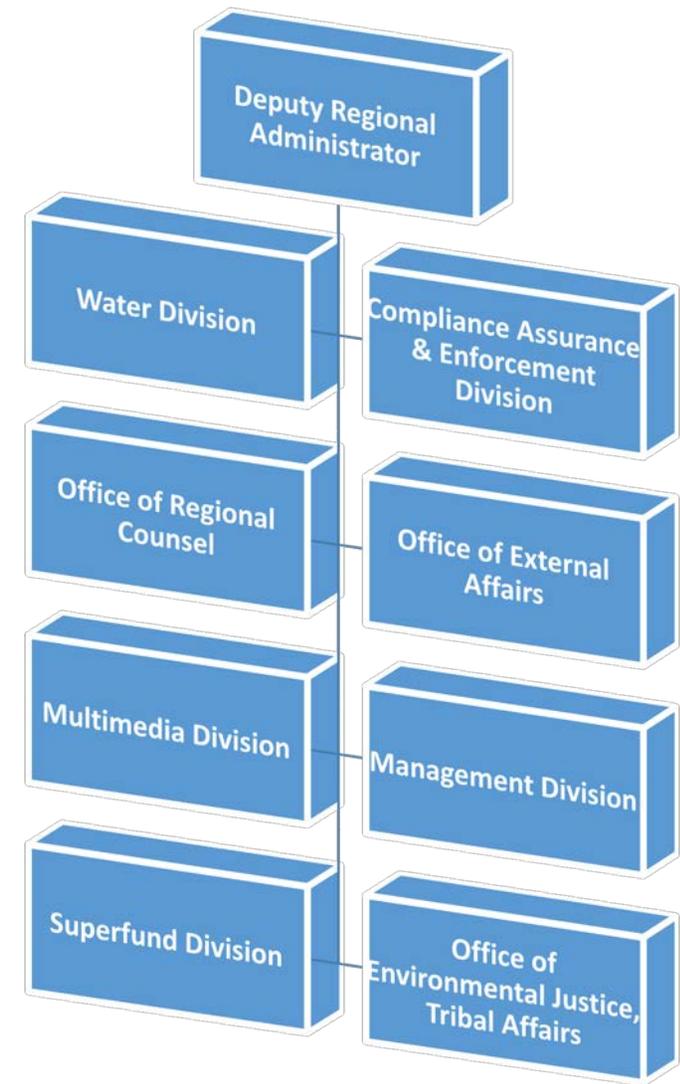
# RSC Activation

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





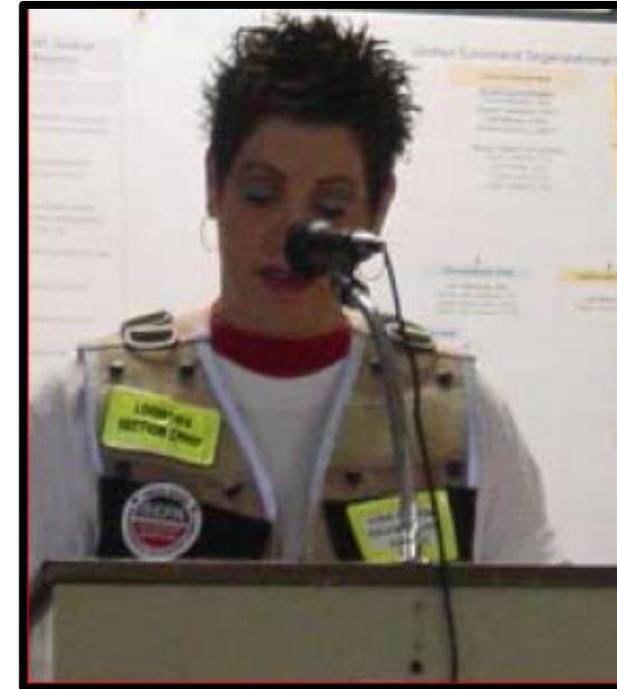
**If an RSC member is activated in support of a response, the member may be asked to either work at:**

- **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**

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

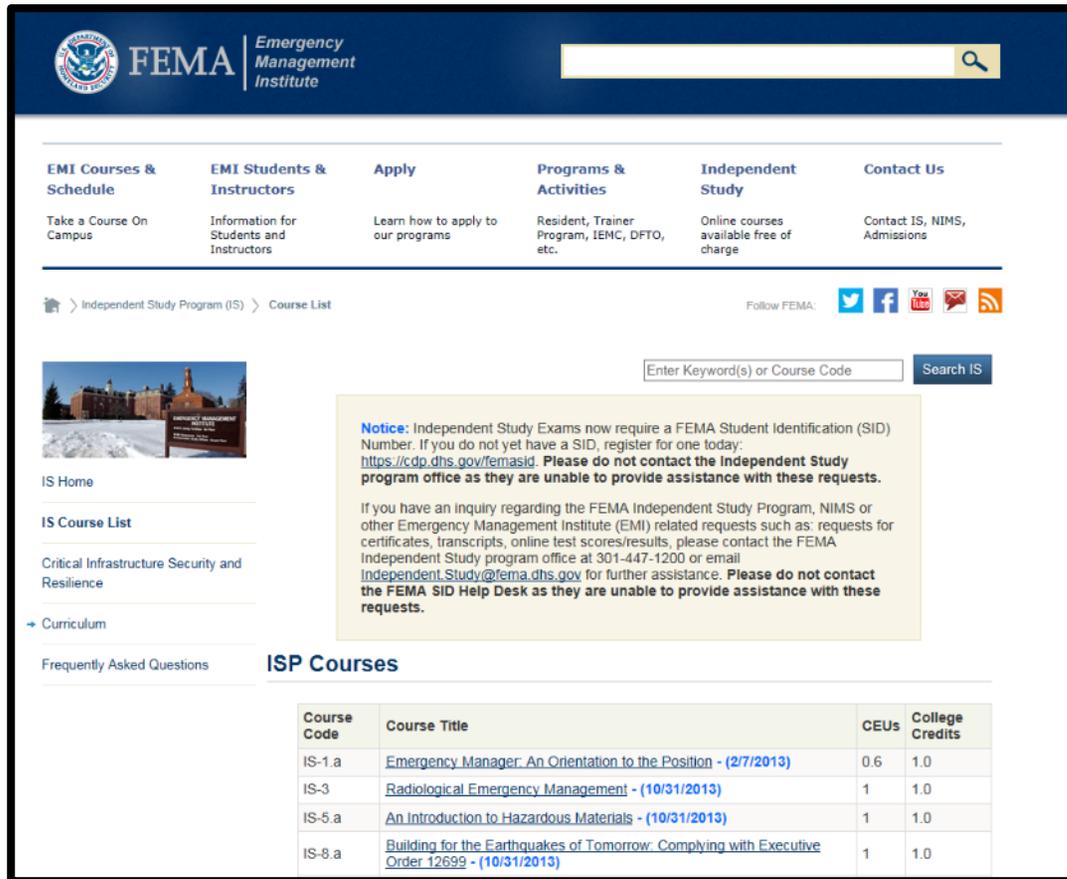
Requirements



**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 the text "Emergency Management Institute". Below the header is a navigation menu with links for "EMI Courses & Schedule", "EMI Students & Instructors", "Apply", "Programs & Activities", "Independent Study", and "Contact Us". The "Independent Study" link is selected, leading to a page titled "Independent Study Program (IS) > Course List". A search bar is present with the text "Enter Keyword(s) or Course Code" and a "Search IS" button. 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://cdp.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 is a table of ISP courses.

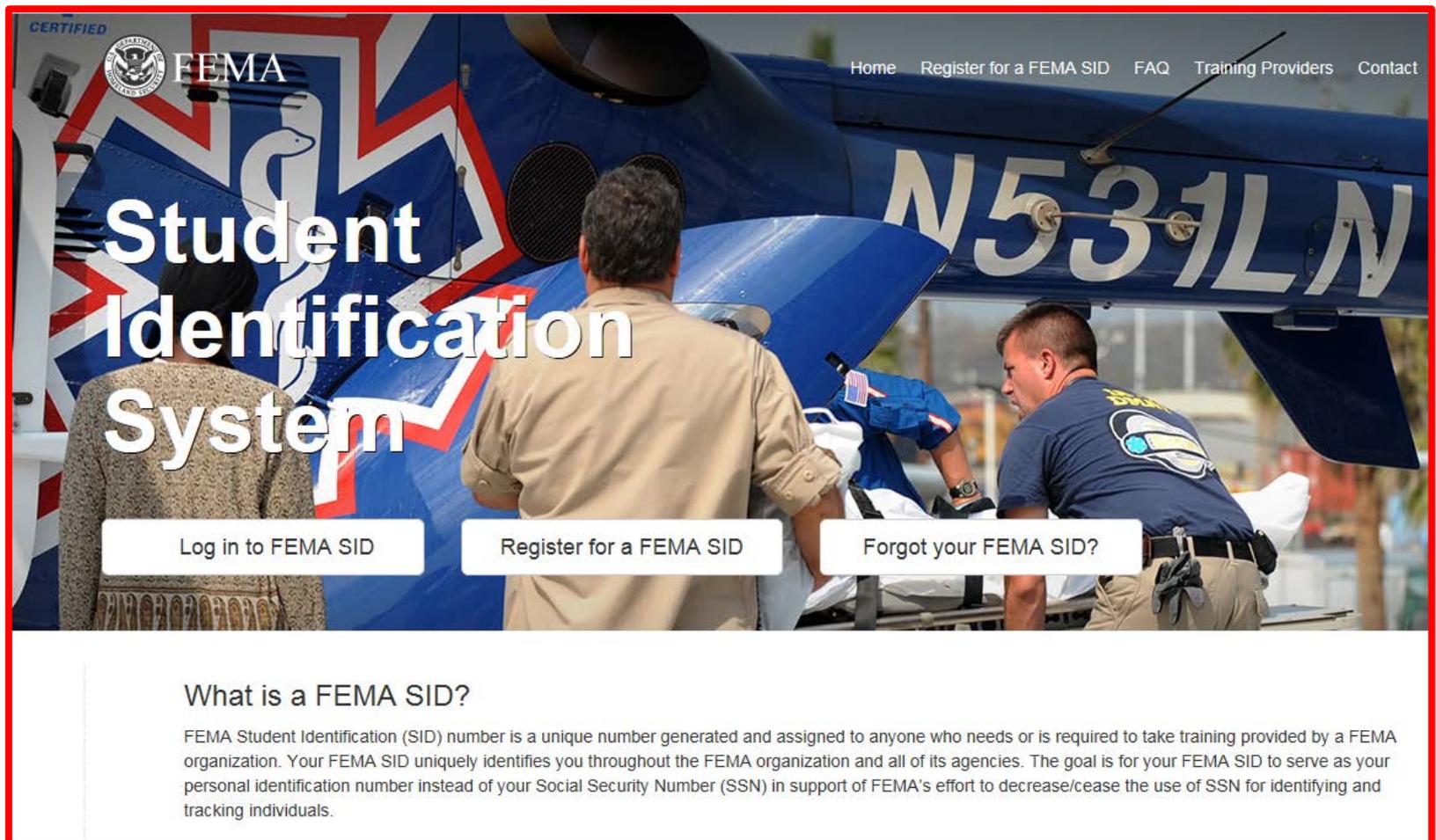
Course Code	Course Title	CEUs	College Credits
IS-1.a	<a href="#">Emergency Manager: An Orientation to the Position - (2/7/2013)</a>	0.6	1.0
IS-3	<a href="#">Radiological Emergency Management - (10/31/2013)</a>	1	1.0
IS-5.a	<a href="#">An Introduction to Hazardous Materials - (10/31/2013)</a>	1	1.0
IS-8.a	<a href="#">Building for the Earthquakes of Tomorrow: Complying with Executive Order 12699 - (10/31/2013)</a>	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			
<p><b>ALL EMPLOYEES need to know:</b></p> <ul style="list-style-type: none"><li>Names of personnel &amp; alternates responsible for site health &amp; safety</li><li>Safety, health &amp; other hazards on site</li><li>Proper use of PPE</li><li>Work practices to minimize risks</li><li>Safe use of engineering controls &amp; equipment on site</li><li>Medical surveillance requirements, including signs &amp; symptoms of over-exposure</li><li>Procedures to decontaminate clothing</li><li>Emergency response procedures</li><li>Confined space work procedures</li><li>Procedures to contain chemical leaks &amp; spills</li></ul>	<p><b>General Site Workers</b> who remove or are exposed to hazardous substances (1910.120(e)(3)(i)):</p> <p><b>INITIAL TRAINING</b></p> <ul style="list-style-type: none"><li>40 hours off-site instruction</li><li>3 days field experience</li></ul> <p><b>REFRESHER TRAINING</b></p> <ul style="list-style-type: none"><li>8 hours annual refresher training</li></ul>	<p><b>Workers on site</b> occasionally to do specific tasks &amp; unlikely to be exposed above PEL or published exposure level (1910.120(e)(3)(ii)):</p> <p><b>INITIAL TRAINING</b></p> <ul style="list-style-type: none"><li>24 hours off-site instruction</li><li>1 day field experience</li></ul> <p><b>REFRESHER TRAINING</b></p> <ul style="list-style-type: none"><li>8 hours annual refresher training</li></ul>	<p><b>Workers regularly on site</b> in areas where exposures are below limits, respirators aren't required &amp; emergencies are unlikely (1910.120(e)(3)(iii)):</p> <p><b>INITIAL TRAINING</b></p> <ul style="list-style-type: none"><li>24 hours off-site instruction</li><li>1 day field experience</li></ul> <p><b>REFRESHER TRAINING</b></p> <ul style="list-style-type: none"><li>8 hours annual refresher training</li></ul>	<p><b>On-site managers &amp; supervisors</b> directly responsible for or who supervise workers in hazardous waste operations (1910.120(e)(4)):</p> <p><b>INITIAL TRAINING</b></p> <ul style="list-style-type: none"><li>40 hours off-site instruction</li><li>3 days field experience</li></ul> <p><b>REFRESHER TRAINING</b></p> <ul style="list-style-type: none"><li>8 hours annual refresher training</li></ul>

**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.**



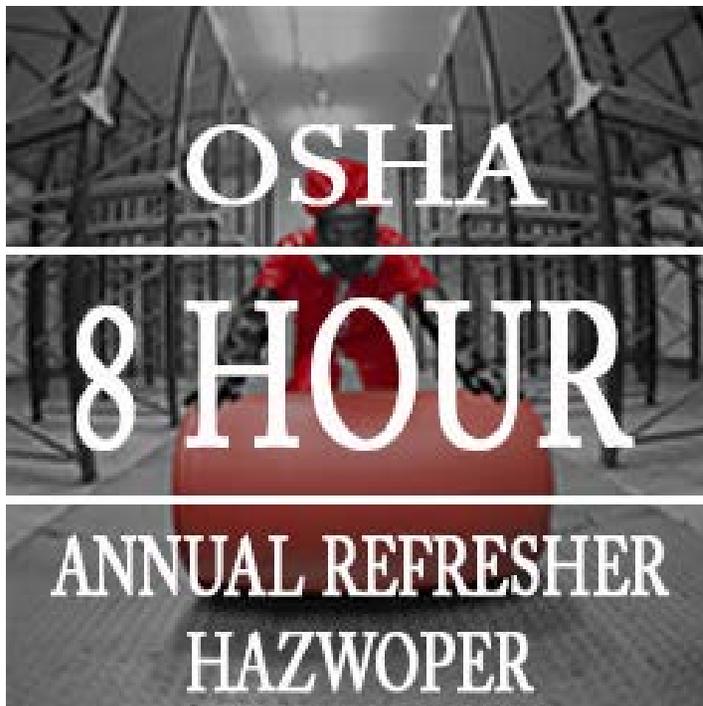
**Q: So, what's the difference between 24 and 40 hour HAZWOPER courses?**

**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.

# RSC Requirements -- Training

**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.**

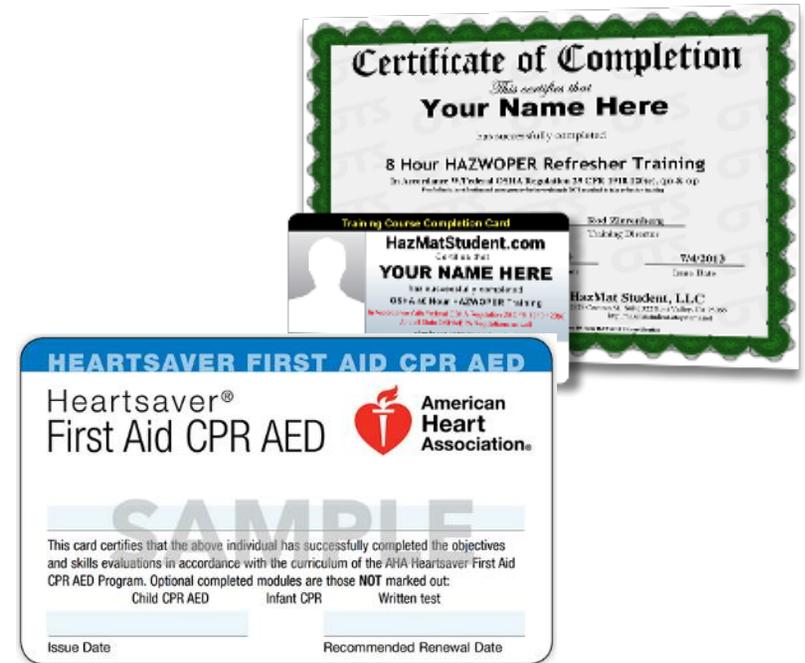
**These certifications are good for two years from issuance.**



**CPR AND  
FIRST AID  
CLASSES**

# RSC Requirements -- Training

All RSC members must submit H&S training certifications (i.e. HAZWOPER initial/refresher 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 not have the appropriate training certifications, they will not be cleared to deploy in support of any emergency incident.

# RSC Requirements – Medical Surveillance

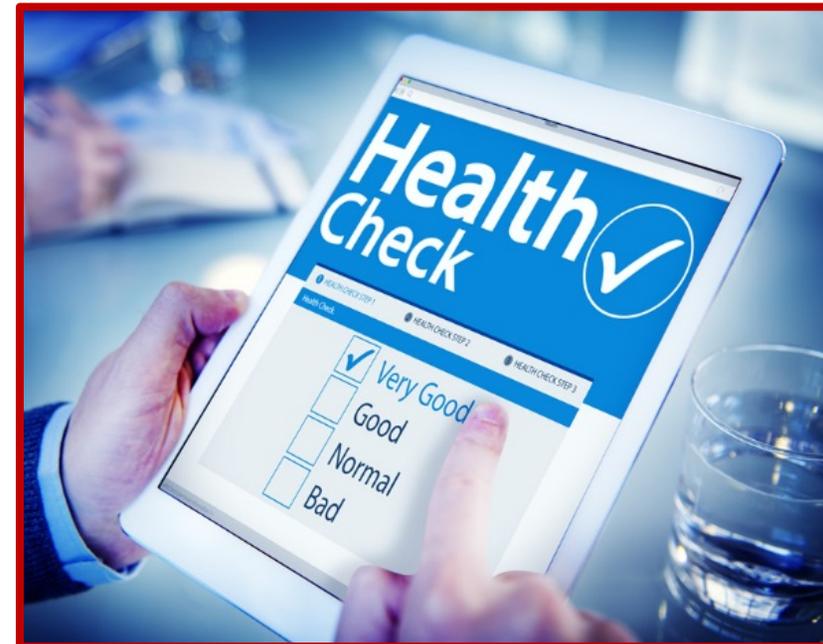
If a RSC member is on medical surveillance for their normal position/job function at EPA, it is important to remain current on exams.

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) <input type="checkbox"/> BASELINE <input type="checkbox"/> PERIODIC <input type="checkbox"/> EXIT <input type="checkbox"/> DIVER (166)
<b>(Nurse to complete)</b> Name of Client: _____ SSN (last four digits only): _____ Organization/Facility Designator: _____ Supervisor Name: _____ Supervisor Phone: _____		<b>(Nurse to complete)</b> Health Center Site Code: _____ Complete Mailing Address: _____ Health Center Phone and Fax: _____ SHEMP Manager Name: _____ Complete Mailing Address: _____
<b>Medical Clearance Statement [To be completed by Medical Review Officer only]</b>		
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. I have reviewed the Employee medical history, physical examination findings, and diagnostic tests. In my opinion, this employee: <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). <input type="checkbox"/> Is medically qualified to wear only the indicated respiratory equipment: <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. <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). <input type="checkbox"/> Is medically qualified to participate in EPA office and/or laboratory activities, but not field activities. <input type="checkbox"/> Reported no need to use respiratory protective equipment for this position. <input type="checkbox"/> Is qualified to participate in EPA field and laboratory activities with the following restrictions: <input type="checkbox"/> When avoidance is not feasible he/she should wear appropriate hearing protective equipment. <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. <input type="checkbox"/> The employee's lab results were significantly abnormal. The employee is advised to review these abnormalities with his/her regular physician. <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. <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. <input type="checkbox"/> A medical recommendation cannot be made at this time. Further medical evaluation, as described below, is needed: <input type="checkbox"/> Is not medically qualified at this time for this position. <input type="checkbox"/> Is medically qualified for all EPA diving-related duties and use of breathing apparatuses. <input type="checkbox"/> A prescription for antibiotics was signed by the examining physician and sent to the employee's SHEMP Manager.		
The following occupationally-related medical findings were noted during this evaluation: _____		
My recommendations, if any, include: _____		
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)		
Reviewing Physician's Signature: _____		Date Medical Review Completed: _____
Reviewing Physician's Printed Name: _____		Page 10 of 10

**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**

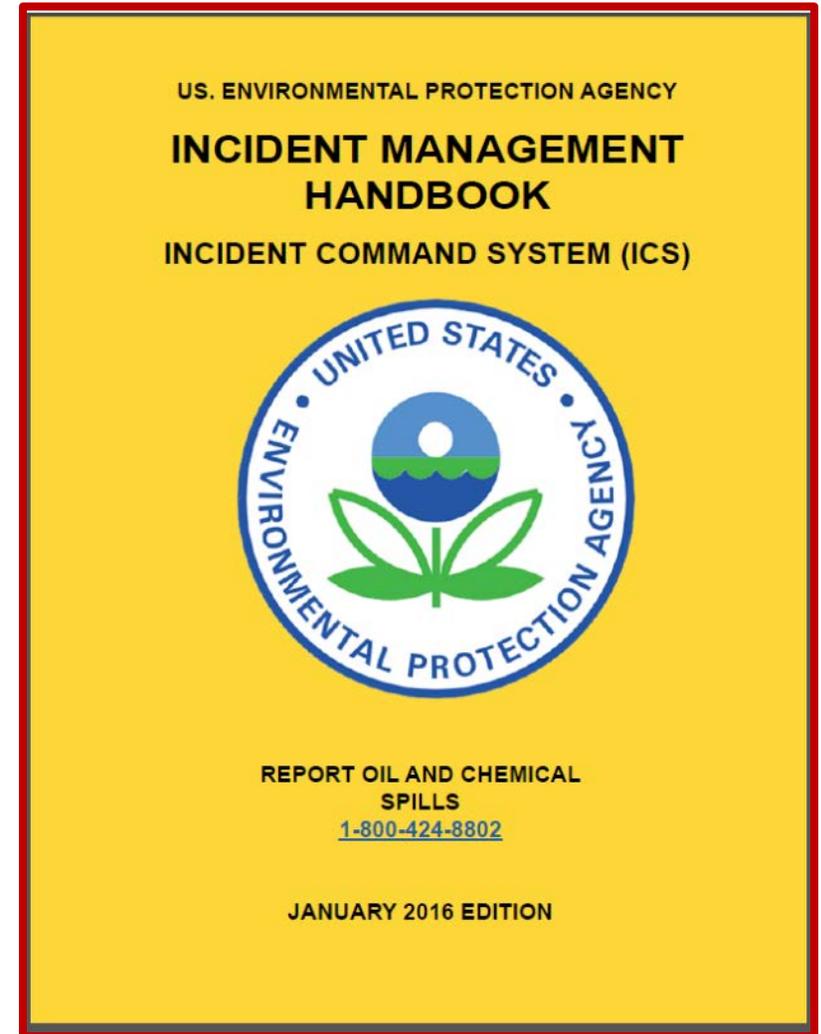
**RSC members will be notified of opportunities to participate in exercises, such as full scale or table top exercises which are conducted within the Region.**



**Introduction to**  
**the Emergency**  
**Response**  
**Framework**

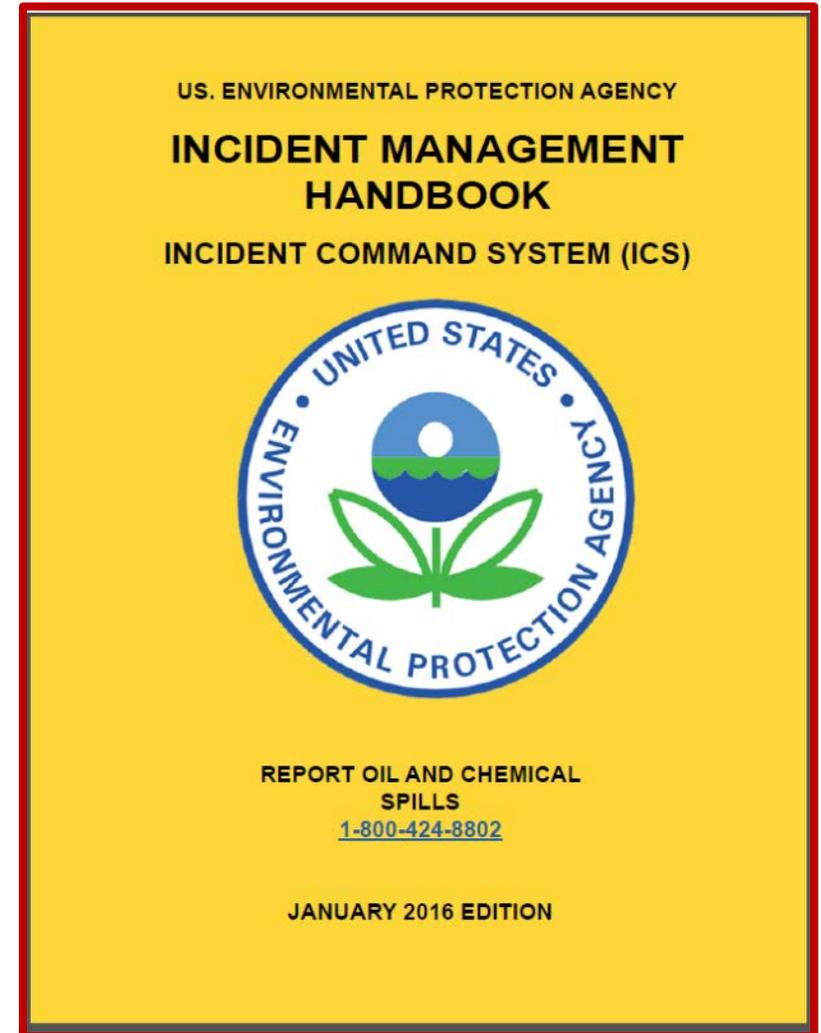
**Current emergency response policies and guidelines provide a standard framework for structuring and coordinating effective response to emergency situations, including:**

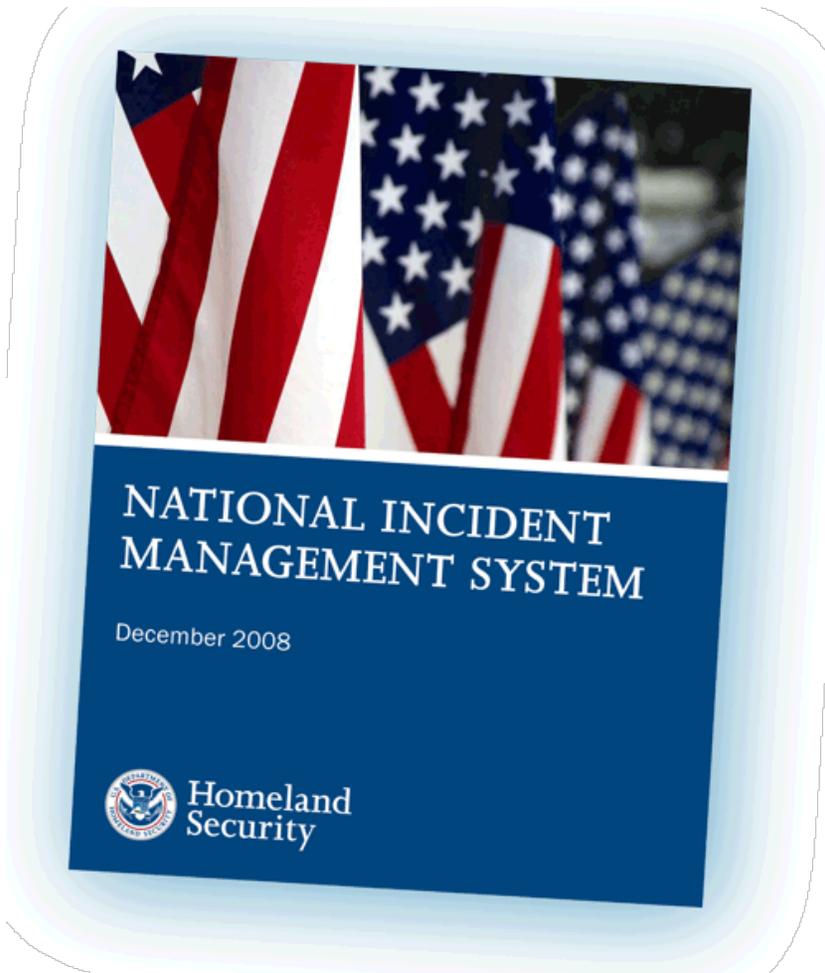
- **Emphasize preparedness**
- **Establish a unified approach to incident response**
- **Coordinate between agencies, jurisdictions, and individual responders**
- **Integrate multiple disciplines and fields of expertise**



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

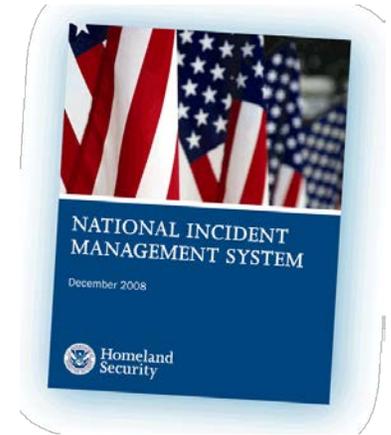
**Emergency response policies and guidelines are designed to be flexible enough to remain relevant and applicable in many types of incidents and at varying degrees of response complexity.**





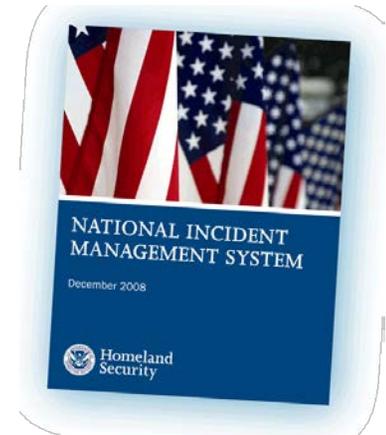
**Emergency response policies which EPA personnel are expected to follow are interrelated, and these policies are designed to supplement and augment each other.**

**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.**



**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

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

- 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.

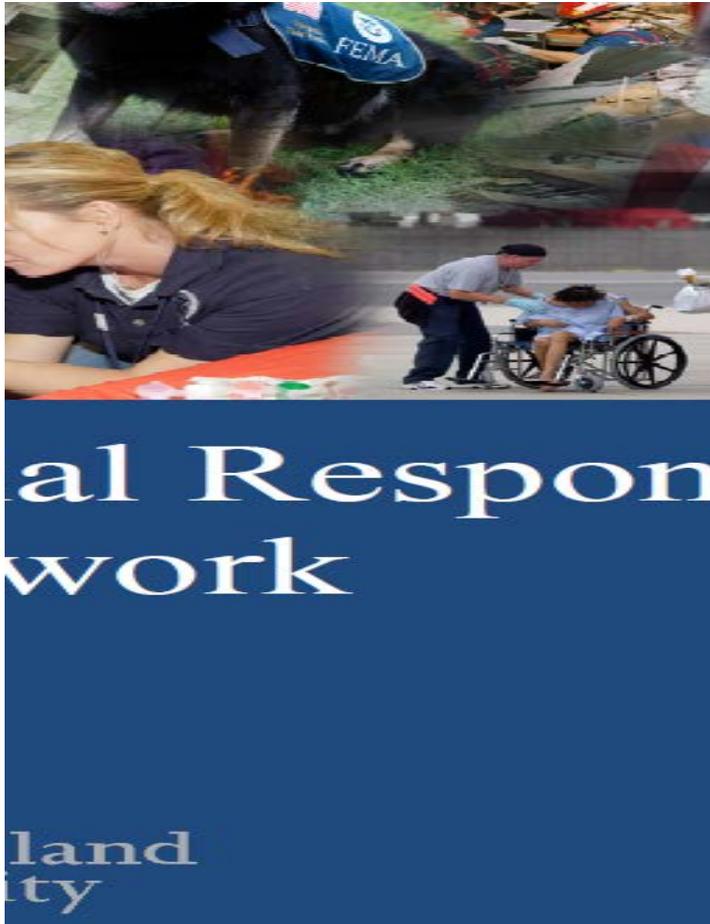
#### Definitions

#### 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**

- **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)

OMB No. 1600-0002  
Expires May 31, 2017

PAPERWORK BURDEN DISCLOSURE NOTICE

Public reporting burden for this form is estimated to average 20 minutes per response. The 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 to this collection of information unless it displays a valid OMB control number. Send comments regarding this burden estimate or any aspect of this collection of information, including suggestions for reducing this burden to Information Collection (Management), Department of Homeland Security, Federal Emergency Management Agency, 500 C Street, SW, Washington, DC 20412-0100, Paperwork Reduction Project (1600-0002). **NOTE:** Do not send your completed form to this address.

**I. TRACKING INFORMATION (FEMA Use Only)**

State \_\_\_\_\_ Resource Request Number \_\_\_\_\_  
Program Code/Event Number \_\_\_\_\_ Date/Time Received \_\_\_\_\_

**II. ASSISTANCE REQUIRED**  See Attached

Assistance Requested \_\_\_\_\_  
Delivery Location \_\_\_\_\_ Incident Control Number \_\_\_\_\_ Date/Time Required \_\_\_\_\_

Initiator/Requester Name \_\_\_\_\_ 24 Hour Phone Number \_\_\_\_\_ Email Address \_\_\_\_\_ Date \_\_\_\_\_  
Site POC Name \_\_\_\_\_ 24 Hour Phone Number \_\_\_\_\_ Email Address \_\_\_\_\_ Date \_\_\_\_\_

**III. INITIAL FEDERAL COORDINATION (Operations Section)**

Action No:  ESF # \_\_\_\_\_  Other: \_\_\_\_\_ Date/Time \_\_\_\_\_ Priority:  1. Lifesaving  3. High  
 RSP: \_\_\_\_\_  2. Life Sustaining  4. Non-vital  See Attached

**IV. DESCRIPTION (Assigned Agency Action Officer)**  See Attached

Statement of Work \_\_\_\_\_

Your agency must consider the unclassified (if relevant) or classified (if applicable) information in this form as unclassified information. If you have any questions, please contact the FEMA Disaster Management Division at FEMA.DM@hhs.gov. For information on this form, please contact the FEMA Disaster Management Division at FEMA.DM@hhs.gov.

Assigned Agency \_\_\_\_\_ Projected Start Date \_\_\_\_\_ Estimated Projected End Date \_\_\_\_\_  
 New or  Amendment to MA #: \_\_\_\_\_ Total Cost Estimated \_\_\_\_\_ Total Required Time Obligation Cycle \_\_\_\_\_

ESF/OFA/ESF Action Officer \_\_\_\_\_ Phone # \_\_\_\_\_ Email \_\_\_\_\_

**V. COORDINATION (FEMA Use Only)**

Type of MA:  Direct Federal Assistance  Federal Operations Support  
 State Cost Share (25%, 50%, 25%)  State Share (25%)

State Cost Share Percent: % \_\_\_\_\_ State Cost Share Amount: \$ \_\_\_\_\_  
Fund Obligor: 25 \_\_\_\_\_ 50 \_\_\_\_\_ 100000000 \_\_\_\_\_ Appropriation code: 700000

Mission Assignment Manager (Signature) \_\_\_\_\_ (Title) \_\_\_\_\_  
FEMA Project Manager/Watch Director (Program Approval) \_\_\_\_\_ (Title) \_\_\_\_\_  
Coordinator/Watch Control (Watch Review) \_\_\_\_\_ (Title) \_\_\_\_\_

FEMA FORM 0700-8 PREVIOUSLY FF 95-129 Page 1 of 2

**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).**

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

**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**

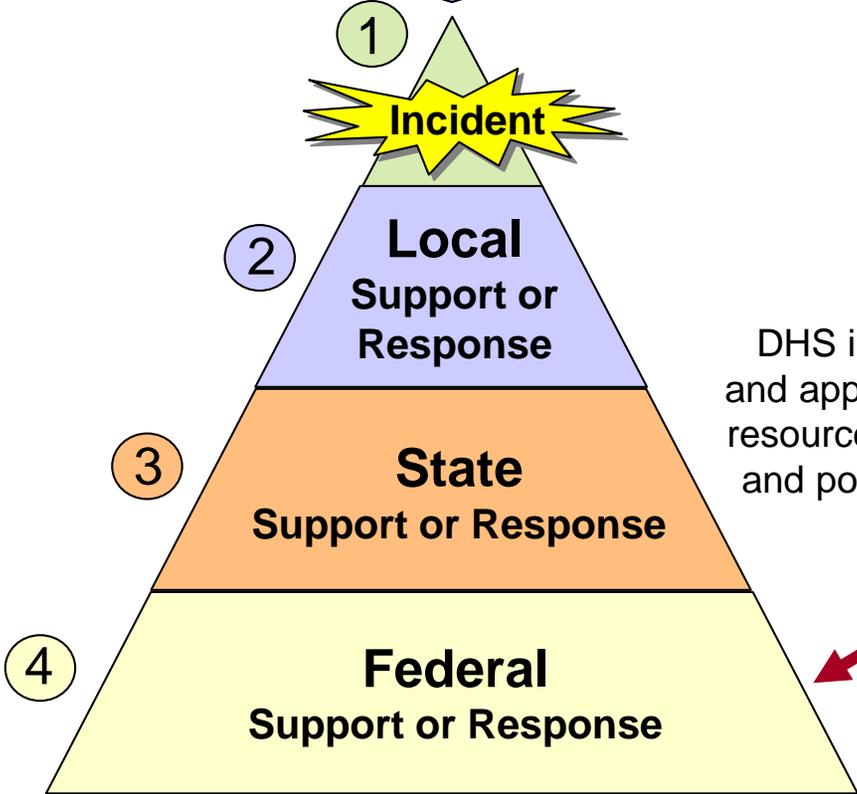
**EPA may call upon other ESFs (other federal agencies) for support during a response**

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

# NIMS & NRF Relationship

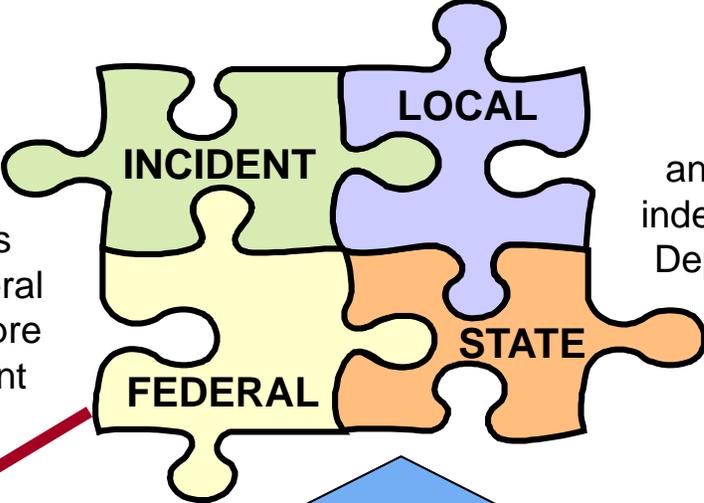
**National Incident Management System (NIMS) Standardized process and procedures for incident management**

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.

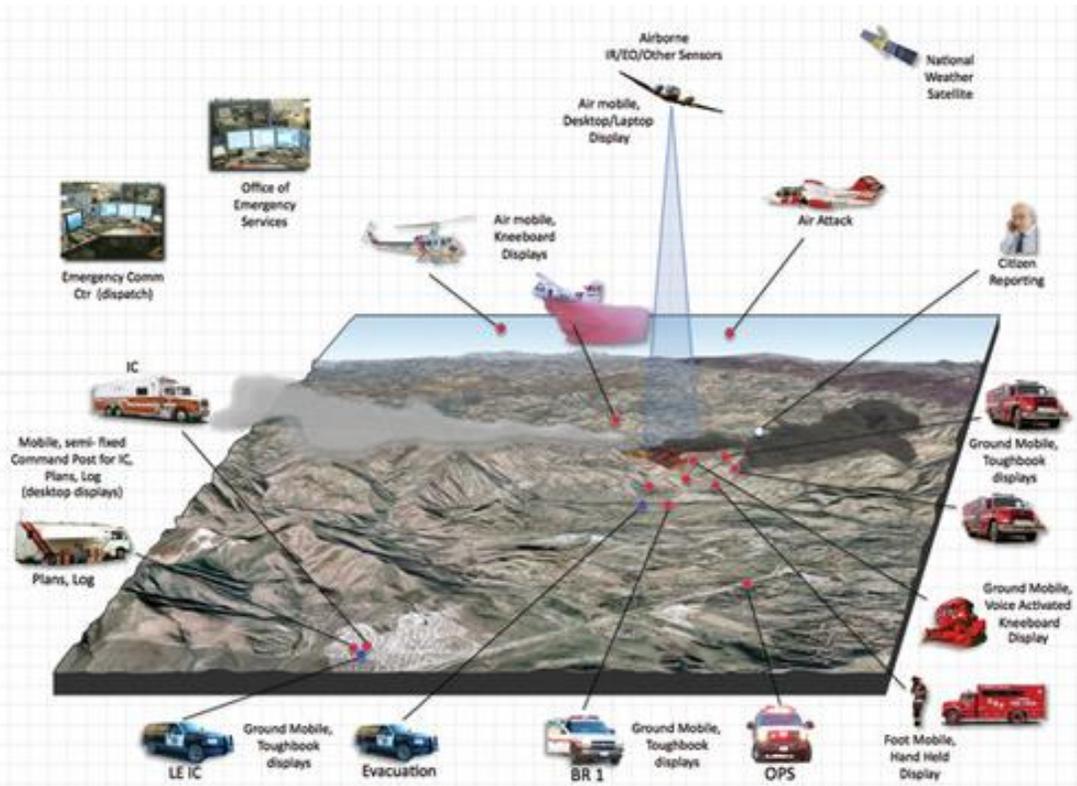
The underlying principles of common structure and common language facilitate the scalability of ICS.



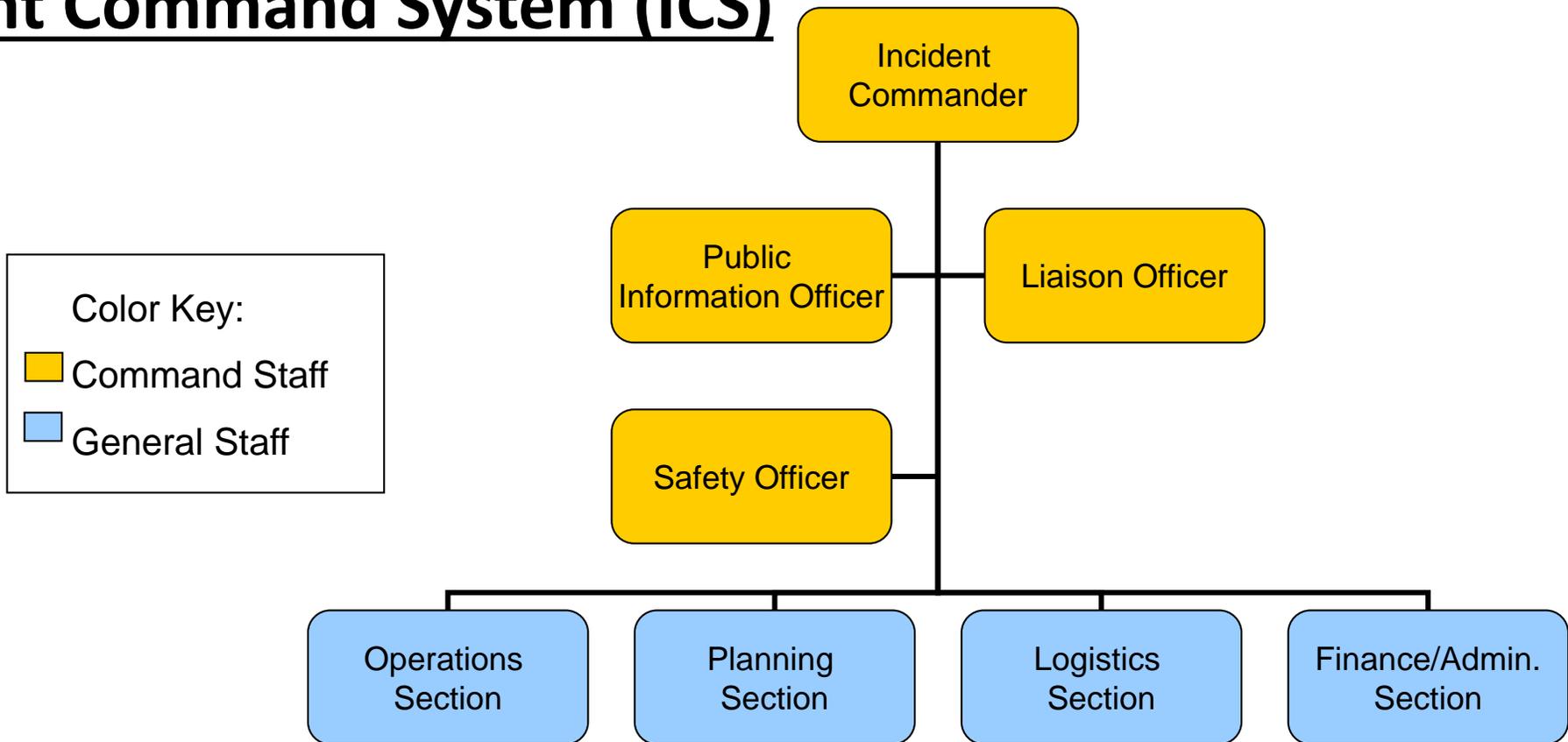
# Incident Command System (ICS)

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**

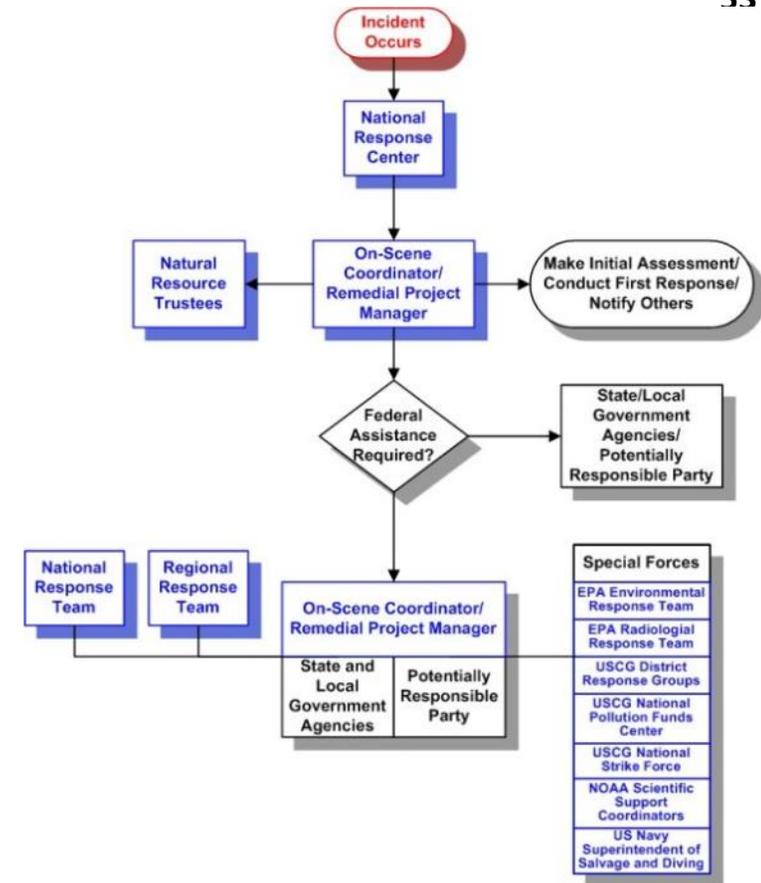
**Generally members will fall under General Staff – Operations, Planning, Logistics and Finance**

# 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.

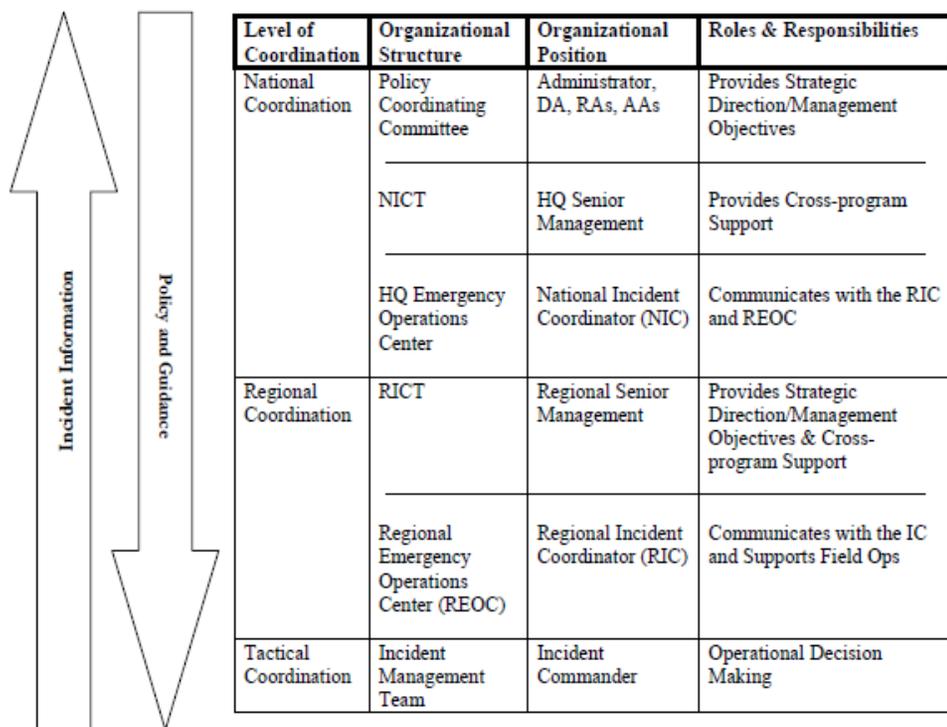
In June 2003, the EPA Administrator introduced a new agency-wide National Approach to Response (NAR) designed to bring together and ensure efficient utilization of existing emergency response assets and to ensure that roles and responsibilities at all levels in headquarters and the regions are clear. 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

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.

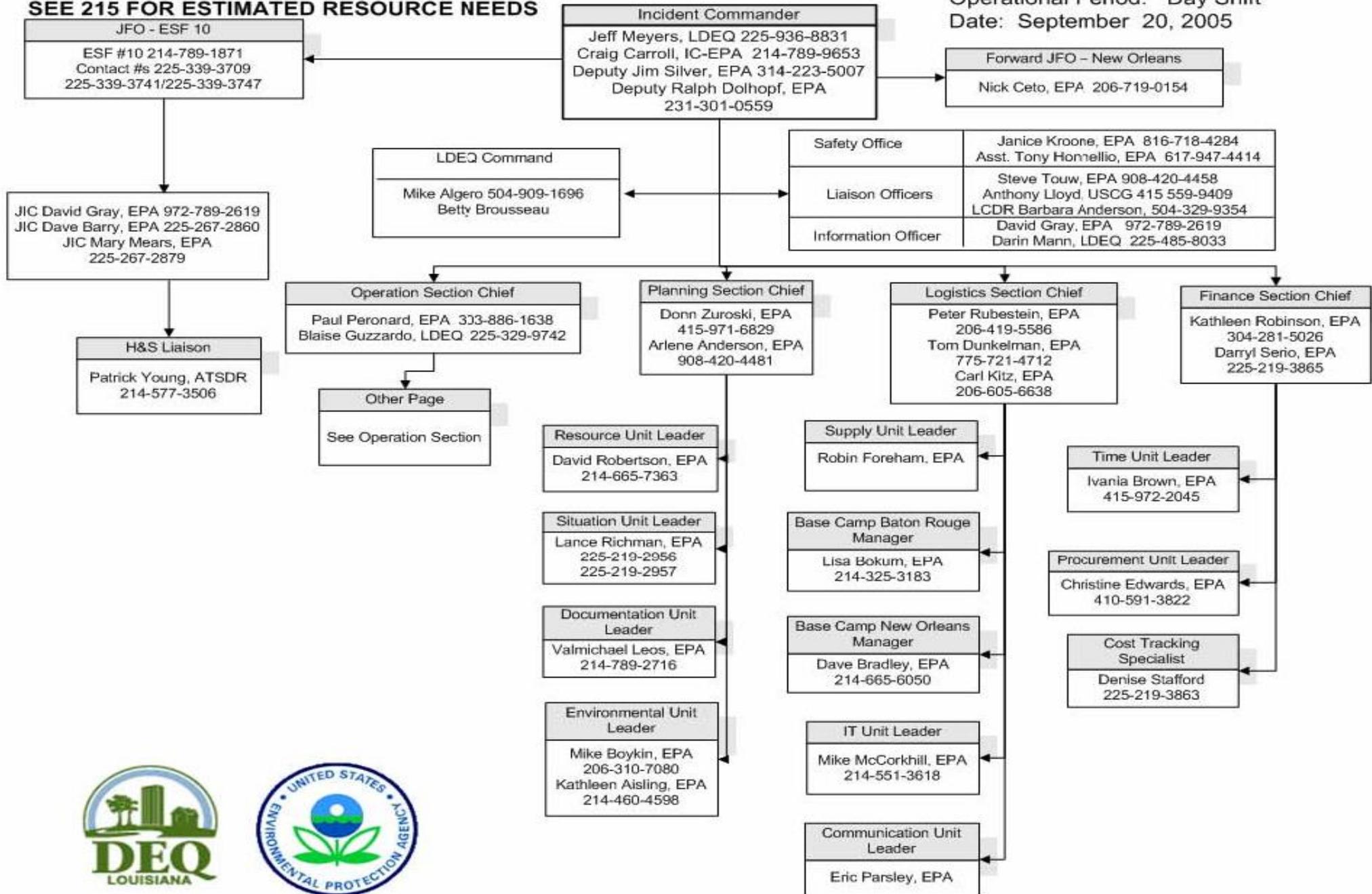


# Org Chart for Hurricane Katrina – 09/20/2005

## ICS 207

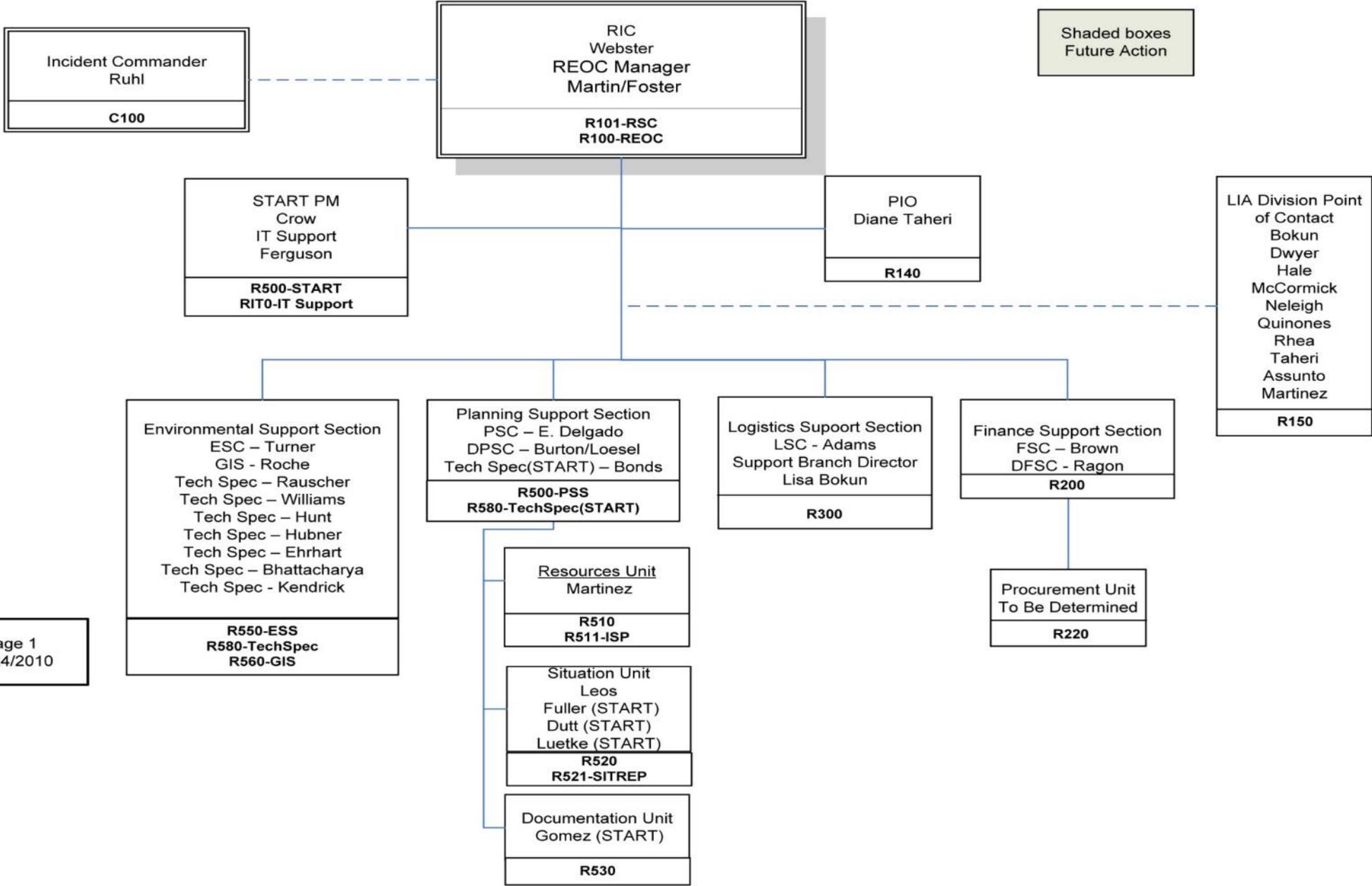
### SEE 215 FOR ESTIMATED RESOURCE NEEDS

**Incident Name: Hurricane Katrina**  
**Operational Period: Day Shift**  
**Date: September 20, 2005**



# Org Chart for Deepwater – 05/20/2010

## Deepwater Horizon Incident R6 REOC Organization Chart



**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



**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
<a href="#">§8101 (5)</a>	<a href="#">10.5 (ee)</a> <a href="#">10.100</a>	<a href="#">541.2.r</a> <a href="#">542.11</a> <a href="#">544.112</a> <a href="#">544.2</a> <a href="#">545.21</a>	<a href="#">Exh. 5.1</a> <a href="#">Ch. 3-6</a> <a href="#">Ch. 4-1</a>	<a href="#">B-3</a>
<a href="#">§8101 (5)</a>	<a href="#">10.5 (g)</a> <a href="#">10.101</a>	<a href="#">541.2.j</a> <a href="#">542.12</a>	<a href="#">Ch. 3.7</a> <a href="#">Exh. 5.1</a> <a href="#">Ch. 4-8</a>	<a href="#">B-3</a> <a href="#">B-4</a>
	<a href="#">10.5 (x)</a> <a href="#">10.5 (y)</a> <a href="#">10.104</a>	<a href="#">541.2.p</a> <a href="#">541.2.q</a> <a href="#">542.13</a> <a href="#">544.22</a>	<a href="#">Ch. 3.8</a> <a href="#">Ch. 5</a>	<a href="#">B-8</a> <a href="#">B-9</a>

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

- **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

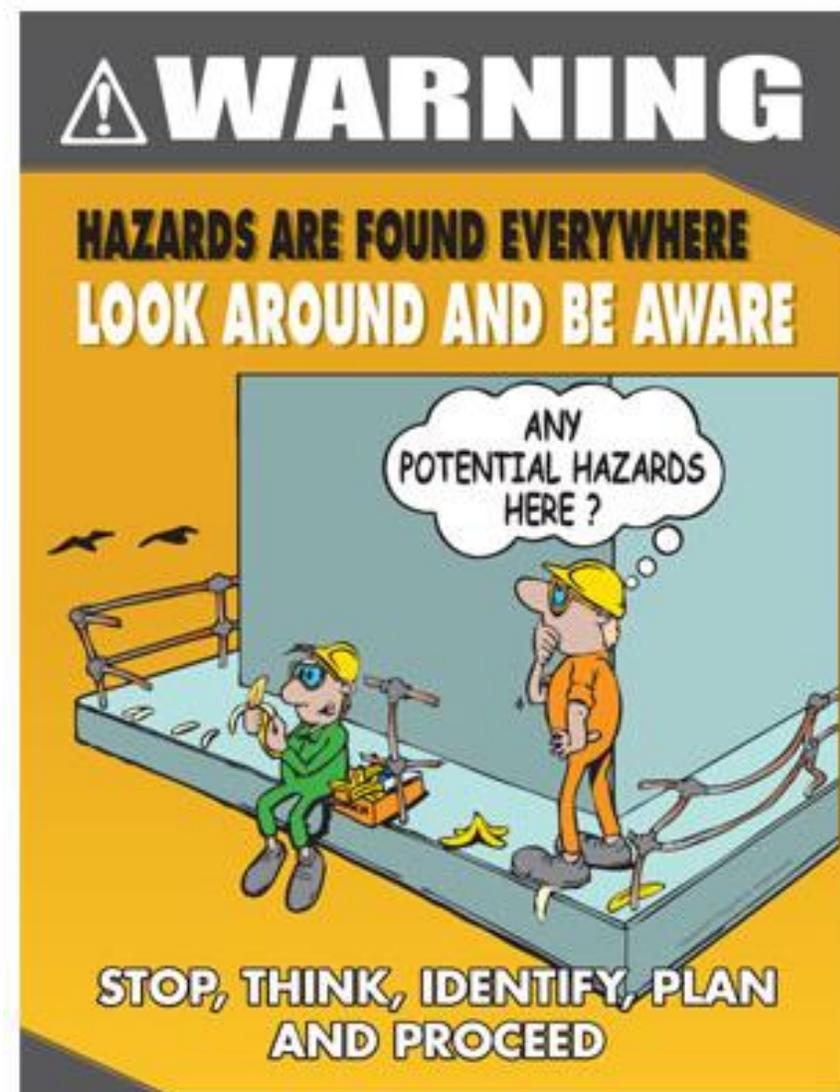




- **Heat-related problems, including heat stroke, heat exhaustion, heat cramps, and fainting. Drink plenty of fluids, wear light-colored, loose-fitting clothing, avoid caffeine, and DO NOT WAIT TO GET THIRSTY.**
- **Fatigue: Follow Work/Rest Guidelines. Especially when driving. Know your limitations.**

## 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.



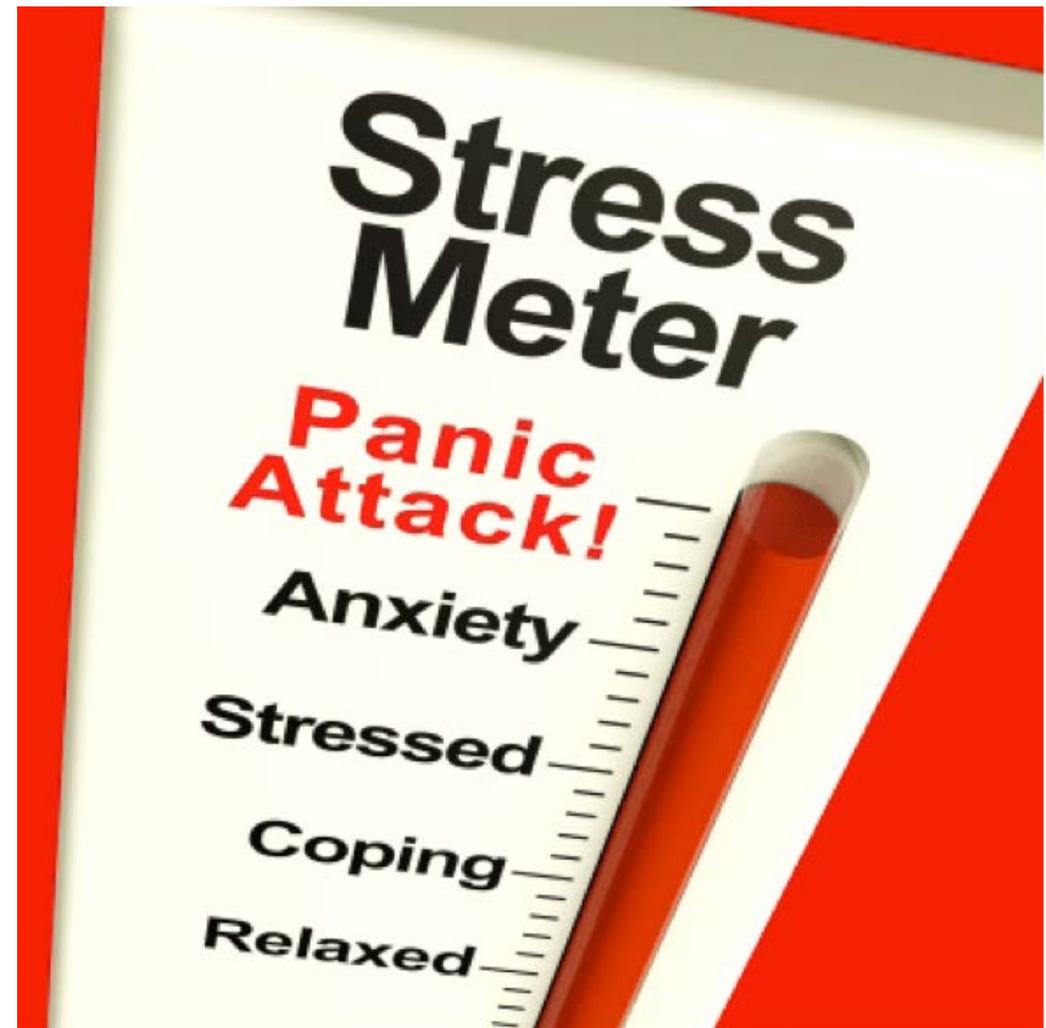
- **Monitor yourself and your reactions and try to pace yourself**
- **Check in regularly with family & friends as well as with colleagues at the site**
- **Avoid working alone**
- **Take brief relaxation/stress management breaks**

**Tips on Managing Stress**

- Positive Attitude
- Support System
- Exercise
- Laughing
- Taking Time for You
- Meditation



- 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

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.**