

District Response Plan

Overview

The District Response Plan (DRP) has been developed to provide the framework for District government entities to respond to a public emergency in the District metropolitan area. The plan unifies the efforts of District organizations for a comprehensive and effective approach for responding to and reducing the impacts of a public emergency. The plan establishes a process and structure for the efficient, coordinated, and effective delivery of agency assistance to the District in times of a public emergency. The DRP outlines how the District agencies and the departments will work in a collaborative manner both internally, among themselves, and externally with regional and Federal partners. The ultimate goal is to respond in a methodical and efficient manner to public emergencies within the District that threaten life, property, public safety, and the environment.

The DRP contains four main sections: the Basic Plan, Functional Annexes, Supporting Annexes, and Appendices. The contents of each section are listed below:

Basic Plan

The Basic Plan outlines how District agencies will respond to, recover from, and mitigate the impact of a disaster. The Basic Plan contains sections that describe policies, planning assumptions, concept of operations, operational life cycle, responsibilities, and preparedness cycle.

- **Introduction:** A basic overview of the origin and purpose of the DRP.
- **Policies:** A summary of pertinent District and Federal policies, authorities, resource coordination and management, and outreach and information dissemination.
- **Planning Assumptions:** A summary of assumptions when applying the DRP in an emergency event.
- **Concept of Operations:** Describes how the DRP adopts the principles of an existing national incident management system and the incident command system (ICS), works with other emergency plans, integrates response, recovery and mitigation actions, and defines roles and responsibilities and establishes teams.
- **Operational Lifecycle:** Outlines initial and continuing actions, as well as recovery operations.
- **Responsibilities:** Describes the roles of primary agencies for the 15 Emergency Support Functions (ESFs), the District of Columbia schools and area universities, and non-profit and volunteer organizations.
- **Preparedness Cycle:** An overview of the maintenance of the DRP and the coordination of planning, training, and exercises.

Concept of Operations

The DRP adopts the principles of an existing national incident management system and the ICS. It employs the principles of unified command where organizations are operating in the Emergency Operations Center (EOC) with parallel and overlapping

authorities. The District Mayor and the Consequence Management Team (CMT) Director will lead and manage the agencies engaged in emergency responses coordinated under this plan. The District has adopted four operational levels to classify the estimated impact of an emergency event on the operations of the District government:

- Normal Operations—employing daily operations to ensure readiness;
- Operation Level 1—monitoring phase;
- Operation Level 2—partial activation of the CMT in response to highly probably hazardous conditions; and
- Operation Level 3—full activation of the CMT in response to extremely hazardous conditions that are imminent or occurring.

Because of the unique setting of the District as its own entity within the seat of the Federal government, and depending on the public emergency situation, the DRP may be the only plan implemented in the response, or it may be implemented in accordance with other plans. In some cases, the DRP may be employed in concert with Federal plans including the National Contingency Plan and/or the Federal Radiological Emergency Response Plan. Additionally, the DRP is compatible to the Federal Response Plan (FRP), which allows for the DRP assumption that the FRP would be used by FEMA and other Federal agencies to support the District. For terrorism scenarios occurring within the boundaries of the National Capitol Region (NCR), the response would be led by a national level Emergency Response Team (ERT), known as the NCR ERT, instead of the normal practice of running the ERT out of the FEMA Region III office in Philadelphia.

Functional Annexes

Each of the 15 ESF Annexes to the Basic Plan outline the purpose and scope of each function, the operating policies, planning assumptions, concept of operations, and responsibilities of the lead and support agencies.

- ESF #1—Transportation (District Department of Transportation);
- ESF #2—Communications (Office of the Chief Technology Officer);
- ESF #3—Public Works and Engineering (Department of Public Works);
- ESF #4—Firefighting (DC Fire and Emergency Medical Services Department);
- ESF #5—Information and Planning (DC Emergency Management Agency);
- ESF #6—Mass Care (Department of Human Services);
- ESF #7—Resource Support (Office of Contracting and Procurement);
- ESF #8—Health and Medical Services (Department of Health);
- ESF #9—Urban Search and Rescue (DC Fire and Emergency Medical Services Department);
- ESF #10—Hazardous Materials (DC Fire and Emergency Medical Services Department);
- ESF #11—Food (Department of Human Services);
- ESF #12—Energy (DC Energy Office);

- ESF #13—Law Enforcement (Metropolitan Police Department);
- ESF #14—Media Relations and Community Outreach (Executive Office of the Mayor); and
- ESF #15—Donations and Volunteer Management (DC Emergency Management Agency).

Supporting Annexes

The following supporting annexes, which are in the development stage, will provide additional information pertinent to the DRP and the District of Columbia:

- Animal Protection Annex;
- Logistics and Facilities Annex;
- Financial Management Annex;
- Occupational Safety and Health Annex;
- Recovery Function Annex;
- Special Events Annex;
- National Capital Region Annex;
- Terrorism Annex;
- Bioterrorism Plan; and
- Emergency Surface Transportation Evacuation Plan.

Appendices

The following appendices, which are currently under review, will provide reference information pertinent to the DRP and the District of Columbia:

- Appendix A: Catalog of Agreements;
- Appendix B: Authorities;
- Appendix C: References;
- Appendix D: Definitions and Acronyms; and
- Appendix E: Hazards Affecting the District of Columbia.

A brief summary of each ESF of the DRP is described below.

DRP Emergency Support Function #1—Transportation

ESF #1—Transportation covers surface transportation resources of District of Columbia government entities, other government participants, and civilian organizations that have the capacity to perform emergency transportation response missions in the event of a public emergency. ESF #1 also serves as a coordination point for response operations and restoration of the transportation infrastructure. ESF #1 is directed by the District Department of Transportation (DDOT), with support provided by numerous District, Federal, and regional organizations, as well as one private/public carrier.

For purposes of ESF #1, transportation is defined as those surface transportation actions, responsibilities, requirements, and resources that are required to support the

DRP. Transportation encompasses all transit surface modes, including land-based wheeled vehicles, trucks, and buses traveling on streets, roads, highways, and bridges; waterways adjacent to the District; rail routes; and transportation infrastructures (roads, routes, and bridges) and assets that move people and supplies in and out of the District of Columbia.

ESF #1 offers a comprehensive approach to manage surface transportation support, services, and infrastructure essential for emergency response; to provide public transportation to temporarily replace or augment services affected in an emergency; to restore the transportation infrastructure; and to ensure the existence of routes tailored to promote the movement of goods, services, equipment, and personnel toward any emergency location. DDOT will coordinate all supporting District and regional agencies (Montgomery County and Prince Georges County, Maryland; Arlington County and Fairfax County, Virginia) in the D.C. Emergency Management Agency (EMA) Emergency Operations Center (EOC).

DRP Emergency Support Function #2—Communications

ESF #2—Communications ensures the provision of communications support to District response efforts following a declared public emergency under the DRP. The primary agency coordinating this ESF is the Office of the Chief Technology Officer (OCTO).

ESF #2 coordinates District actions to be taken to provide the required communications support to District emergency response elements. This ESF will coordinate the establishment of required temporary communications and the restoration of permanent communications. Where appropriate, services may be furnished under provisions of the Telecommunications Service Priority system. ESF #2 applies to all District departments and agencies that may require communications services or whose communications assets may be employed during an emergency response.

The Chief Technology Officer will be the single point of contact for the communications industry in the emergency area and will coordinate the industry's response. Immediately upon receipt of information about the public emergency and upon notification of ESF #2 activation, the Chief Technology Officer will contact the DC EMA Director for information and guidance on the situation and ongoing response planning, and will coordinate ESF #2 response preparations. ESF #2 will selectively activate specific support activities based on the nature and scope of the event, the types of service disruption (e.g., voice, data, e-mail, Internet), and the OCTO and other District resources required to support response efforts.

DRP Emergency Support Function #3—Public Works and Engineering

ESF #3—Public Works and Engineering provides the following to assist the District in meeting goals related to lifesaving and life-sustaining actions, damage mitigation, and recovery activities following a public emergency:

- Technical advice and evaluation;
- Engineering services;
- Contracting for construction management and inspection;

- Contracting for the emergency repair of water and wastewater treatment facilities;
- Potable water and ice; and
- Emergency power support.

The lead District agency is the Department of Public Works (DPW), with support from five other District agencies and the U.S. Army Corps of Engineers.

Under ESF #3, DPW will be fully mobilized during public emergencies to ensure the continuity of District services to citizens. In addition, DPW will participate in the EOC with representatives from appropriate District and Federal agencies, as well as regional essential service providers. With respect to all emergencies, DPW will coordinate activities from the EOC with direction from the mayor and key District officials from the Consequence Management Team (CMT). DPW will provide overall information to ESF #5—Information and Planning on emergency access routes, which include streets, roads, bridges, waterways, and any other facilities necessary for passage of rescue personnel, as well as solid waste disposal.

DRP Emergency Support Function #4—Firefighting

ESF #4—Firefighting provides response and suppression of urban fires resulting from, or occurring coincidentally with, a public emergency in a disaster situation. The District of Columbia Fire and Emergency Medical Services Department (DCFEMS) is the primary agency under this ESF. ESF #4 manages and coordinates firefighting activities including limited search and rescue, containment, suppression, coordination of evacuation in the hazard areas, and delivery of immediate emergency medical services.

DCFEMS maintains an integrated system of firefighting, rescue, and emergency medical units strategically located throughout the city. These units are continually staffed with highly trained firefighters, emergency medical technicians, and paramedics. During extraordinary response efforts, and augmentation of the DRP, requests for DCFEMS assistance and resources may be transmitted from the EOC at EMA—through the DCFEMS Communications Center—to the appropriate fire and rescue units.

In the event of a major emergency, the ESF #4 coordinator will report to the EOC within two hours of notification. The ESF #4 coordinator is a DCFEMS officer with the rank of fire captain or higher, who has a working knowledge of the standard operating procedures, resources, and capabilities of DCFEMS. The coordinator will establish communication links with primary and/or support agencies, incident commanders, and DCFEMS senior command staff; obtain an initial fire situation and damage assessment through established intelligence procedures; and contribute to situation reports.

DRP Emergency Support Function #5—Information and Planning

ESF #5—Information and Planning collects, analyzes, processes, and disseminates information about a potential or actual public emergency to facilitate the overall activities of the District government in providing assistance. DC EMA is the primary

District agency for this function. Fulfilling this mission supports planning and decision making in the field, at operations centers, and by the CMT. During public emergency operations, ESF #5 becomes the Information and Planning Section of the CMT located at the EOC.

Under ESF #5, EMA will collect, analyze, process, and coordinate the dissemination of information regarding hazard threats, emergencies, and disasters. In response to an incident, emergency responders will initially assess the situation to identify the need for response operations. EMA will gather and display certain critical or essential elements of information to facilitate response and recovery activities. If the decision is made to activate the CMT, information required by ESF #5 will be provided by the other ESFs as needed.

Leadership for the Information and Planning Section rests with the Information and Planning Section Chief who reports directly to the director of the CMT. A Deputy Information and Planning Section Chief shall support the Section Chief.

DRP Emergency Support Function #6—Mass Care

ESF #6—Mass Care coordinates the District's efforts to provide mass care needs to victims of a public emergency. These services could include, but are not limited to, providing shelter, food, emergency first aid assistance, disaster welfare information, bulk distribution of relief items, and mental health services. ESF #6 also covers other basic needs services such as drinking water, temporary sewage/waste management receptacles, basic medical and hygiene needs, and related services.

The primary District agency for ESF #6 is the Department of Human Services, with several support agencies. Initial response activities will focus on meeting urgent needs of disaster victims on a mass care basis. Initial recovery efforts may commence as response activities are taking place. As recovery operations are introduced, close coordination will be required between those organizations responsible for recovery operations and voluntary organizations.

DRP Emergency Support Function #7—Resource Support

ESF #7—Resource Support provides logistical/resource support following a public emergency and establishes lines of communication between the primary and supporting ESF #7 agencies and other ESFs.

ESF #7 sets the stage for the District to continue operations in the event of a public emergency. The primary District agency for ESF #7 is the Office of Contracting and Procurement, with numerous District agencies, as well as the U.S. Department of Health and Human Services as support.

Requests for response-related resources from any District agencies are funneled through ESF #7 and its designated resource manager. This manager will: supervise the activities of personnel involved in managing resources; coordinate with the CMT Director and key organizations' representatives in the EOC regarding needs/priorities;

monitor potential resource shortages and advise key staff on the need for action; and identify facilities/sites that may be used to store needed resources and donations. Blanket purchase agreements may be used to obtain office supplies, equipment, and response gear (e.g., gloves, masks, disinfectant).

Resource requirements needed under ESF #7 include emergency relief supplies, space, office equipment, office supplies, telecommunications, contracting services, transportation services, and personnel.

DRP Emergency Support Function #8—Health and Medical Services

ESF #8—Health and Medical Services provides coordinated District medical assistance and resources to respond to public health and medical care needs following a public emergency. Assistance provided under ESF #8 is directed by the Department of Health and is supported by several District agencies and private health service providers.

Examples of the support provided under ESF #8 include:

- Assessment of health/medical needs, including in-patient capacity;
- Health surveillance, including infectious disease surveillance;
- Medical care personnel;
- Health/medical equipment and supplies;
- Patient evacuation;
- In-hospital care;
- Patient tracking;
- Food/drug/medical device safety;
- Worker health/safety;
- Radiological/chemical/biological hazards consultation and technical assistance;
- Mental health care for victims, worried well, response personnel, health and medical personnel, and general public;
- Public health informational/risk communication on public health issues; and
- Fatality management and victim identification.

DRP Emergency Support Function #9—Urban Search and Rescue

ESF #9—Urban Search and Rescue (US&R) rapidly deploys components of DCFEMS to provide specialized lifesaving assistance in the event of a public emergency involving structural collapse. DCFEMS is the primary agency for ESF #9, and is supported by several other District agencies, as well as FEMA.

As the primary agency, DCFEMS will activate the US&R system for any incident or anticipated incident that is determined likely to result in collapsed structures. The likelihood of activation depends on the nature and magnitude of the event, the suddenness of onset, and the existence of US&R resources in the affected area.

Operational activities include conducting physical search and rescue in collapsed buildings, providing emergency medical care to trapped victims, assessment and

control of gas and electricity and hazardous materials, and evaluating and stabilizing damaged structures.

DRP Emergency Support Function #10—Hazardous Materials

ESF #10—Hazardous Materials provides a coordinated response to actual or potential discharges and/or releases of oil, chemical, biological, radiological, or other hazardous substances in the District of Columbia.

Within the context of ESF #10, the term “hazardous materials” is defined broadly to include oil; hazardous substances under the Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA), as amended; pollutants and contaminants defined under Section 101 (33) of CERCLA; and certain chemical, biological, and radiological material, including weapons of mass destruction.

The ESF #10 primary agency, DCFEMS, focuses on the control, containment, identification, assessment, mitigation, and monitoring of hazardous material releases into the environment, with support from several District agencies and the U.S. Environmental Protection Agency. In addition, ESF #10 addresses the delivery of emergency medical services to victims of hazardous material incidents, the decontamination of victims and emergency responders, and the coordination of the cleanup and disposal of hazardous materials.

DRP Emergency Support Function #11—Food


ESF #11—Food identifies, secures, and arranges for the transportation and provision of food and feeding assistance to affected victims and response staff/volunteers following a public emergency or other event requiring an emergency response.

To accomplish this function, activities will be undertaken to identify food assistance needs in the aftermath of a public emergency. As the primary agency for ESF #11, the Department of Human Services will coordinate with the American Red Cross, EMA, and other Federal, local, and voluntary organizations to determine food assistance needs; obtain appropriate food supplies; arrange for transportation of food supplies; and authorize disaster food stamp assistance.

At all times, requests for food, including types, amounts, and destination locations, will be processed through the CMT at the EOC. It is expected that the primary District agency under ESF #11, will be the point of contact for all District-initiated requests for food assistance. After initial food assistance requests are forwarded to the EOC, the ESF #11 team leader will coordinate efforts, in conjunction with EMA, to obtain and transport foods and/or authorize disaster food stamps.

DRP Emergency Support Function #12—Energy

ESF #12—Energy helps restore the District’s energy systems following a public emergency. The D.C. Energy Office is the primary agency in the District of Columbia responsible for coordinating with all other governmental department response elements and utilities to restore the District’s energy systems.



ESF #12 gathers, assesses, and shares information on energy system damage and estimates the impact of energy system outages/shortages within the District of Columbia. This ESF facilitates restoration of energy systems and fuel supplies following a public emergency. Power and fuel are critical to protecting lives and property and maintaining the continuity of the government, business, transportation, emergency services, and other critical infrastructures within the District of Columbia.

Each of the ESF #12 primary and support agencies control a variety of assets and resources that may be used in response to any event involving energy or multi-hazard problems. Damage to an energy system in one geographic region may affect energy supplies in other regions that rely on the same delivery systems.

DRP Emergency Support Function #13—Law Enforcement

ESF #13—Law Enforcement provides for the safety of citizens and security of property during public emergencies. It prescribes the procedures for the command, control, and coordination of District law enforcement personnel to support emergency operations. It also establishes interagency relationships between the primary ESF #13 District agency, Metropolitan Police Department (MPD), and federal law enforcement agencies.

ESF #13 manages and coordinates law enforcement activities and provides personnel, equipment, and securities in support of District agencies during public emergencies. ESF #13 provides for the interface of MPD with the DRP as a member of the District CMT, as well as its execution of crisis management activities in the law enforcement area.

In the event of an emergency, MPD will dispatch personnel to the affected area, help establish mutual aid liaisons (as appropriate), and assess the situation. These personnel will coordinate any requests for additional District law enforcement resources and make requested resources immediately available. Coordination of the use of other city, local, and Federal law enforcement agencies also will be managed by MPD.

DRP Emergency Support Function #14—Media Relations and Community Outreach

ESF #14—Media Relations and Community Outreach provides guidance on the media relations and community outreach function to expedite the District's ability to help citizens recover from the effects of a public emergency. This function supports District agencies, as needed, after a public emergency in gathering and disseminating information to the public. ESF #14 serves as a direct link to media outlets, community leaders, and District residents, and works in close coordination with other program elements to develop and deliver critical information during and immediately following a public emergency. The primary District agency for ESF #14 is the Executive Office of the Mayor.

In the event of a public emergency involving the activation of Federal Response Plans, ESF #14 will coordinate with the Federal community and other District agencies to

support information collection and dissemination to the public, media, and other interested parties. Similarly, in the event of a multi-jurisdictional event involving both the District and surrounding areas, ESF #14 will coordinate and collaborate with media, community, and public information personnel from these jurisdictions to support communities and provide the media and public with needed and useful information.

Specific activities of ESF #14 are to assess and convey the nature of the emergency to the public in a form that is factually accurate as quickly as possible, provide critical information to the media and general public concerning the emergency response, and provide information about the public emergency support assistance.

DRP Emergency Support Function #15—Donations and Volunteer Management

ESF #15—Donations and Volunteer Management provides guidance on the District’s role in donations management in a public emergency and establishes a consistent framework for coordinating with volunteer organizations supporting a response. Under ESF #15, any reference to donated goods and services means unsolicited goods and unaffiliated volunteer services. ESF #15 is a framework for the coordination, acceptance, control, receipt, storage, distribution, and disposal of donation management responsibilities.

Guidance outlined under ESF #15 applies to all agencies, organizations, and personnel with direct and indirect donations management responsibilities under the DRP. The coordination of donated goods and funds and use of volunteer management systems are essential for providing food, congregate sheltering, and emergency first aid, as well as for coordinating emergency volunteer response and other essential recovery operations.

EMA will serve as the primary agency for managing donations during a public emergency under ESF #15. However, management of donations requires a coordinated effort by numerous District agencies, voluntary and community-based organizations, the business sector, the media, and FEMA.

