



City of Pittsburgh Emergency Operations Plan

2023

Volume I: Basic Plan

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22. Water System Failure Plan
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FOREWORD

The City Emergency Operations Plan (EOP) outlines how the City government complies with and implements the specific aspects of the Pennsylvania Emergency Management Services Code (PA CS Title 35 Sections 7101-7707) and it incorporates the provisions of the Counter-Terrorism Preparedness, Planning, and Response Act (Act 2002, PL 1967, No. 227) and the Commonwealth of Pennsylvania Emergency Management Agency (PEMA).

"The City will adopt and enforce the most up-to-date codes as legally permissible under the Pennsylvania Construction Codes Act (PCCA), as adopted and amended. The Department of Permits, Licenses, and Inspections ("PLI") is responsible for enforcing zoning, building construction, property maintenance and contractor licensing codes. PLI staff shall be adequately prepared and ready to identify damaged buildings and conduct safety inspections following a natural event hazard."

The City Plan is organized as follows:

The **Basic Plan** presents the policies and the concepts of operations that guide how the City will assist disaster, emergency, and terrorism stricken public facilities and agencies. The plan also summarizes City planning assumptions, response and recovery actions as well as responsibilities.

Appendices cover other information such as terms and definitions, acronyms, abbreviations, plan changes, revisions, etc.

The **Emergency Support Function Annexes** describe the mission, concept of operations and responsibilities of the primary and support agencies involved in the implementation of the specific response functions. The Emergency Support Function Annexes have been categorized according to the National Incident Management System (Command, Operations, Planning, Logistics, and Finance).

Incident, Hazard, or Event Specific Annexes outline the response to specific events or situations. This category includes planning considerations for the specific hazard. The configuration allows the flexibility to expand this plan to incorporate site-specific plans as required by federal or Commonwealth regulations, or the City hazards vulnerability analysis.

Counter-Terrorism Measures based on Homeland Security advisory information, these documents are agency specific and explain and outline any changes or additional actions that agency may undergo in the event that the security advisory level changes.

EXECUTIVE SUMMARY

General: This plan prescribes emergency response procedures for the City of Pittsburgh, while it reflects the structure of emergency management throughout the Commonwealth of Pennsylvania and the nation. This plan serves as an emergency management link between local municipalities and the Commonwealth government while incorporating the federal organizational concepts of the National Response Framework (NRF).

All emergency response activities within the City will utilize the National Incident Management System (NIMS). This includes prescribed incident command structures that will be used by local emergency responders at the scene of emergencies, and at the City Emergency Operations Center (EOC).

This plan employs a functional, all-hazards approach that manages the assistance that the City is likely to need or provide by defining fifteen Emergency Support Functions (ESFs). These functions are basically the same as those at the Commonwealth and federal levels.

Organization: The plan is divided into four sections. This allows users to separate those portions that may contain personal information (the items in Sections III and IV) or information that may need to be kept confidential.


Section I contains:

- The Basic Plan which describes procedures and principles for organizing emergency response throughout the City. It contains overarching structures and assigns responsibilities to various organizations in the City.
- A listing of Related Supporting Plans that;
 - depend on this plan for assignment of responsibilities and operational principles and may supplement this plan during specific emergencies,
 - because of regulatory requirements or the specific nature of the hazards they address, should stand alone,
 - are published separately, and incorporated into this plan by reference,
 - in some cases, contain personal or sensitive information and are exempted from the provision of the Right-to-Know Law, and from release to the general public.
- Appendices that provide additional information (definitions, explanation of terms, maps, etc.) that will be helpful during emergency response.

Section II contains ESF Annexes that describe the fifteen emergency support functions and how they will be accomplished.

CERTIFICATION OF BIENNIAL REVIEW

This Emergency Operations Plan has been reviewed by the City of Pittsburgh Office of Emergency Management and Homeland Security.

Date	Signature
06/29/2023	

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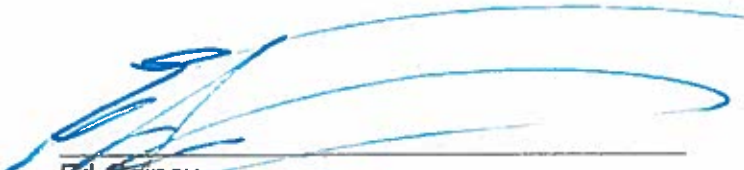
PROMULGATION

The primary role of government is to provide for the welfare of its citizens. The welfare and safety of citizens is never more threatened than during disasters. The goal of emergency management is to ensure that mitigation, preparedness, response, and recovery actions exist so that public welfare and safety is preserved.

The City of Pittsburgh Emergency Operations Plan provides a comprehensive framework for city emergency management. It addresses the roles and responsibilities of government organizations and provides a link to local, Commonwealth, Federal and private organizations and resources that may be activated to address disasters and emergencies in the City of Pittsburgh.

The City of Pittsburgh Emergency Operations Plan ensures consistency with current policy guidance and describes the coordination with other levels of government. The plan will continue to evolve, by responding to lessons learned from actual disaster and emergency experiences, ongoing planning efforts, training and exercise activities, and Federal and Commonwealth guidance.

With the authority vested in me as the Chief Executive Officer of City of Pittsburgh, I hereby promulgate the City of Pittsburgh Emergency Operations Plan.



Ed Gainey
Mayor, City of Pittsburgh

7/19/2023
Date

PROMULGATION

THIS PLAN WAS ADOPTED BY _____ (elected officials)
UNDER RESOLUTION NO. _____ DATED _____. IT SUPERCEDES ALL PREVIOUS
PLANS.

(Chief Elected Official)

(Elected Official)

(Elected Official)

(Elected Official)

(Elected Official)

(Elected Official)

(Elected Official)

(Secretary)



(Emergency Management Coordinator)

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I. PURPOSE and SCOPE

- A. Purpose:** This plan is to prescribe the activities to be taken by City government and officials to coordinate emergency response activities, provide support to their citizens, and interface with the private sector, and the Commonwealth government for the purpose of protecting lives and property in the event of a natural or human-caused event or disaster. This plan serves to satisfy the requirements of the Pennsylvania Emergency Management Services Code. This plan is designed as an "All-Hazards" plan. Its organization into Emergency Support Functions allows it to be used for disasters and emergencies of all types.
- B. Scope:** The plan will apply to all emergencies that require City-level response and occur within the geographic boundaries of the City of Pittsburgh, and to the use of City emergency response assets for response to emergencies in other jurisdictions. The plan is applicable to all assets of the City government and supporting emergency response organizations within the City.

II. SITUATION AND ASSUMPTIONS

A. Situation

1. **City Location and Description:** The City of Pittsburgh is located in the southwest portion of Pennsylvania and encompasses a land area of 55.37 square miles. According to the 2020 Census of the United States, the population of the City is 302,971. There are 866 miles of secondary and municipal roads in the City.
2. **City Capabilities and Resources:**
 - a. **Communication:** Allegheny County 9-1-1 Center
 - b. **Mutual Aid and Support:** Member of Region 13 All-Hazards Task Force

3. City & Hazard Vulnerability: According to the City Hazard Vulnerability Analysis (HVA), the most likely and damaging hazards are:
 - a. Flooding
 - b. Winter storms
 - c. Dam failure
 - d. High winds
 - e. Technical hazards

B. Assumptions:

1. A major disaster, emergency, or terrorist incident may cause numerous fatalities and injuries, property loss, and disruption of critical infrastructure services, and will have an impact on the regional economic, physical, and social infrastructures.
2. The extent of casualties and damage will depend on factors such as the time of occurrence, the severity of impact, weather conditions, population density, building construction, and the possibility of cascading impacts such as fires, explosions, structural collapse, contamination issues, loss of critical infrastructure and floods.
3. A major disaster or emergency may overwhelm the capabilities of the City.
4. Using the tiered response system, resources and capabilities of Allegheny County, Region 13 Task Force, or Pennsylvania Emergency Management Agency (PEMA) may be requested by the City to provide additional coordination and support, in accordance with the Counterterrorism Planning, Preparedness, and Response Act of 2002.
5. The occurrence of a major disaster or emergency may result in the declaration of a disaster emergency by the Governor. Depending upon the severity of the event, the Governor may request a Declaration of Emergency or Major Disaster from the President or a declaration of Economic Emergency from the administrator of the Small Business Administration.

6. The Pennsylvania Intrastate Mutual Aid System (PIMAS) may make aid available to the City. PIMAS may be utilized in response to emergencies and disasters that require actions beyond the capacity of the City or the County.

III. CONCEPT OF OPERATIONS

A. General:

1. National Incident Management System (NIMS): All emergency response within the City will follow NIMS. This includes:
 - a. The designation of an Incident Commander, and, if necessary, an Incident Management structure
 - b. The use of resource definitions specified by NIMS
 - c. Communication and planning protocols used in NIMS
2. Phasing: All disasters start at the local level. The response will escalate with the scope of the incident.
 - a. The initial response to disasters, emergencies, and terrorism-related incidents is managed by City responders.
 - b. The Office of Emergency Management and Homeland Security (OEMHS) will coordinate the response.
 - c. If City resources become overwhelmed, OEMHS will request external assistance.

B. Intergovernmental Assistance: The City Emergency Management Coordinator (EMC) and elected officials will develop agreements with adjacent jurisdictions, Allegheny County and Region 13 Task Force. Non-routine requests for out-of-city support will be processed through OEMHS.

1. Adjacent jurisdictions will render assistance in accordance with the provisions of mutual aid or intergovernmental support agreements in place at the time of the emergency.
2. Requests for unmet needs will be forwarded to the Commonwealth EOC through Allegheny County Emergency Management.

C. Direction, Control, Coordination, and Support

1. City Elected Officials are responsible for the protection of the lives and property of the citizens and they exercise ultimate control of emergency activities within the City.

2. The Emergency Operations Center (EOC) will be staffed by decision-makers to exercise direction and control of City operations, to gather information and to coordinate activities of the responders during emergency situations.
3. Command 200 is a mobile Command Post which can be requested for incidents and/or special events through Pittsburgh OEMHS.
3. The Emergency Management Coordinator (EMC) will act on behalf of the City Elected Officials. The City EOC may be activated by the EMC or their designee during an emergency.
4. The City EOC will use an operational structure that is based on the Incident Command System defined in the National Incident Management System. This mirrors the structure used at the Commonwealth and outlined in the National Response Framework (NRF).



Figure 1 – EOC Incident Management Structure

5. The initial Incident Command (IC) at an incident site will be from the service having primary jurisdiction (fire, police, emergency medical services, etc.). As an incident progress, a unified command will be established.
 - a. The IC/UC at the incident site will coordinate directly with the City EOC.
 - b. The EMC will NOT assume command of those resources on-scene. The EOC will support the efforts of the on-site IC/UC.
6. Emergency response will be managed through the fifteen Emergency Support Functions (ESF's) outlined in Table 1. The principal duties of the ESF's are detailed in Sections II and III of this plan.

7. Within the EOC, the ESFs have been assigned to the general staff sections of the incident command structure (Figure 2). This provides for better coordination and control. As situations require, direct collaboration between ESF's will be conducted.

City of Pittsburgh Emergency Operations Plan, Volume I, Basic Plan

ESF	FUNCTION	PRINCIPAL DUTY
1	Transportation	Provide/control transportation resources and infrastructure.
2	Communications	Provide/maintain telecommunications and Information Technology (IT) resources.
3	Public Works & Engineering	Provide engineering and heavy equipment support.
4	Firefighting	Suppress fires and assist local firefighting efforts.
5	Information & Planning	Collect, analyze, process, and disseminate information.
6	Mass Care, Emergency Assistance, Temporary Housing and Human Services	Provide life-sustaining resources, services and programs for victims following a disaster.
7	Logistics	Provide equipment and supplies.
8	Public Health & Medical Services	Coordinate medical care, public and crisis counseling and mortuary services.
9	Search & Rescue	Coordinate search and rescue missions including urban, wilderness and underground.
10	Oil & Hazardous Materials Response	Respond/assist in incidents involving the release of petroleum or other hazardous materials that may harm humans or the environment.
11	Agriculture & Natural Resources	Provide bulk food supplies; monitor animal feed and food production facilities and the health of livestock and food crops; coordinate animal safety/sheltering, protect natural, cultural and historic resources.
12	Energy	Maintain and restore the supply of energy.
13	Public Safety & Security	Provide physical security for citizens and their property: suppress criminal activity.
14	Cross-Sector Business and Infrastructure	Coordinate cross-sector operations, including the stabilization of key supply chain and community lifelines among infrastructure owners and operators, businesses and their government partners.
15	External Affairs	Provide accurate, coordinated, timely, and accessible information to the affected audiences, including governments, media, the private sector, and the local populace, including children; those with disabilities and others with access and functional need; and individuals with limited English proficiency.

Table 1: Emergency Support Functions

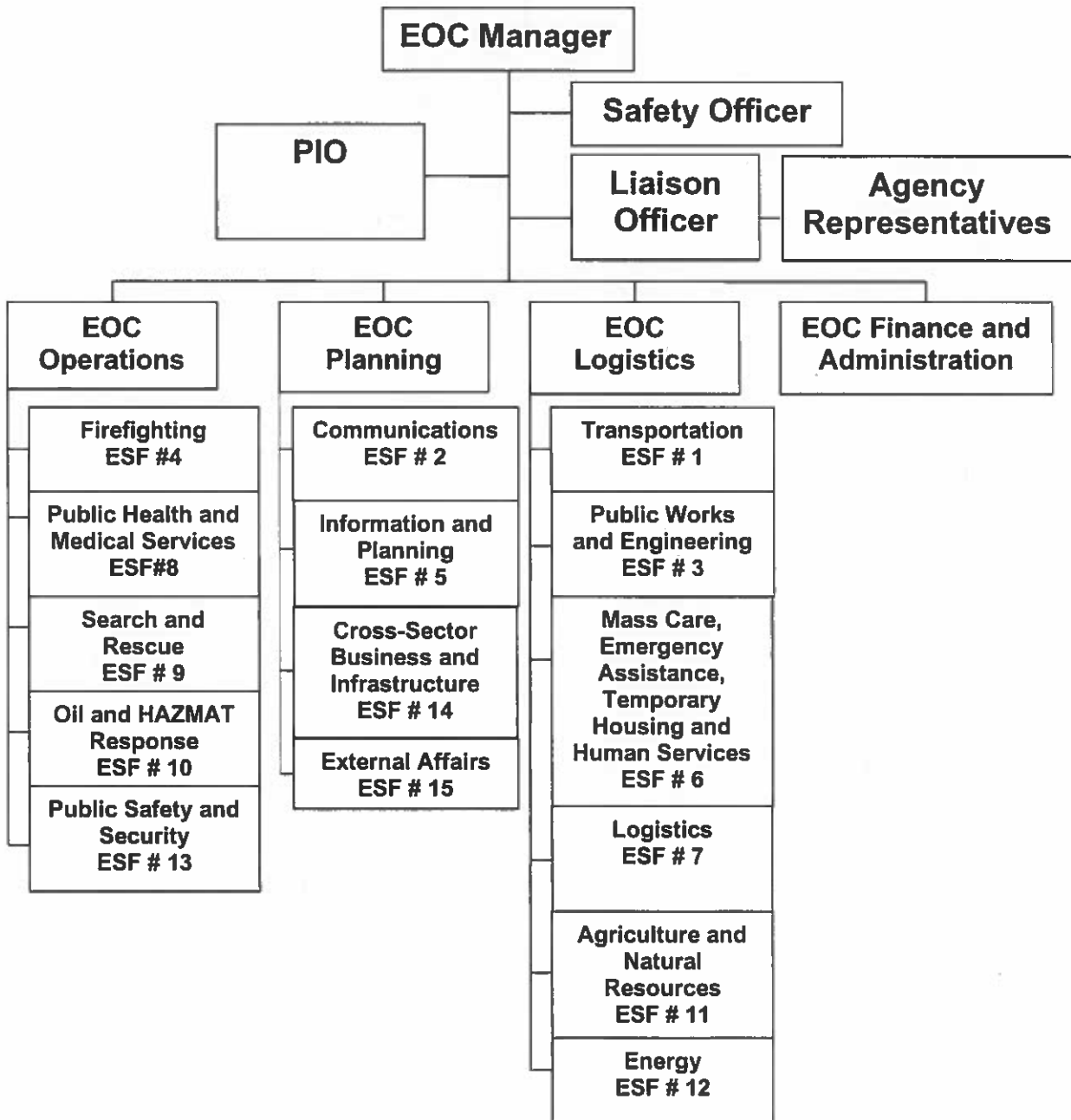


Figure 2 – City EOC Organization

8. In cases where an ESF is not staffed, ICS doctrine dictates that responsibilities and activities of that ESF revert to the section chief. If the section chief position is not filled, the responsibilities revert to the EOC Manager.
9. The City EMC and OEMHS will monitor local events through traditional and social media outlets, internet sites, the County 9-1-1 center, reports from PEMA, the National Weather Service and other sources. Based on impending events, the EMC/OEMHS will consider a partial, full or virtual activation of the EOC.
10. Other Emergency Plans may be applicable and provide detail to supplement this plan:
 - a. Incidents involving hazardous substances, weapons of mass destruction, or a nuclear power plant incident may involve response prescribed by incident specific plans. These plans provide additional information but do not supersede or replace the City Basic Plan.
 - b. If the incident involves multi-agency/level response, the City, County, and Commonwealth Emergency Management Agencies shall coordinate response, recovery and mitigation activities.
11. Integration of Response, Recovery and Mitigation Actions:
 - a. Immediate response operations to save lives, preserve property, and protect the environment have precedence over mitigation and recovery operations.
 - b. Mitigation opportunities will be considered throughout operations.Recovery actions will be conducted based upon availability of resources.

PHASE	EVENT	SCOPE	EXAMPLES
LEVEL IV	Normal Operations, routine, localized events with relatively minor damages	9-1-1 center monitoring the situation, OEMHS on call	Minor hazardous materials incident assistance; flood watch
LEVEL III	Threats that require situational awareness, planning or possible county-level response	City OEMHS staff reports to the EOC or incident site to monitor needs for the city or out-of-city resources	Tornado warning; flood warning; a large fire
LEVEL II	Threats that require increased situational awareness, coordination or damage assessment	Partial mobilization of EOC Staff, & ESFs as required.	Severe flash flooding; severe weather with damage; site area emergency
LEVEL I	Catastrophic damage involving the entire county or neighboring counties	Full mobilization of EOC Staff with all available ESFs.	Severe winter storm; category 2 hurricane stalling over Region for days; September 11-like event.

Table 2 – Levels of EOC Activation

12. Activation of the City Emergency Operations Center (EOC):

- a. Activation of the EOC may be phased in four levels, with Level IV being normal operations, and Level I involving a maximum effort on the part of City OEMHS and partner agencies.
- b. The EMC will determine which ESFs are needed in the EOC and will contact the required departments and agencies.

D. Continuity of Operations Planning (COOP)/Continuity of Government (COG): The City Continuity of Operations Plan (published as a separate plan) contains procedures to ensure that local government continues to provide services to the citizens.

- 1. Lines of succession specify replacements for principal elected officials should the incumbents be unable to perform the responsibilities of their office. The line of succession should be at least three deep.
- 2. Emergency Authority: The Mayor has the authority, under emergency conditions, to:
 - a. Declare a state of emergency;
 - b. Proclaim and enforce curfews;
 - c. Shut down nonessential government operations;
 - d. Issue emergency executive orders, proclamations, and regulations that have the full force and effect of law in coordination with Commonwealth authorities.

3. Vital Records Safeguarding: Each city elected official and department/bureau is responsible for identifying, selecting and protecting vital records, both paper and electronic, that are essential for continued public well-being.

IV. RESPONSIBILITIES: ESF responsibilities in this plan mirror those in the National Response Framework and the Commonwealth Emergency Operations Plan.

A. ESF Responsibilities: Each ESF has been assigned a “Coordinating” agency and at least one “Primary” and one “Support” agency. In cases where more than one agency has primary jurisdiction over functions within an ESF, a “coordinating agency” is designated from among them. Where there is only one agency with primary jurisdiction, that agency is also the coordinating agency.

1. Coordinating Agencies: The Coordinating Agency provides expertise and management for the designated function, especially during pre-disaster phases. It will coordinate the actions of all agencies assigned to the ESF.
2. Primary Agencies: The “Primary Agency” will support the mission of the ESF and the coordinating agency by applying its authority or jurisdiction over (portions of) the ESF.
3. Support Agencies: “Support Agencies” provide support for the mission by providing resources and accomplishing tasks assigned by the primary agency.

Individual ESF responsibilities can be found in Volume II: Emergency Support Function Specific Annexes

B. OEMHS Responsibilities During Five Phases of Emergency Management

a. Prevention and Preparedness Phases

- 1) Engage in community mapping initiatives that visually depict or otherwise identify known vulnerable geographic areas and infrastructure systems, at-risk subpopulation groups, economically disadvantaged communities, resource available areas, and projected post-disaster impacts;
- 2) Encourage individuals and families to prepare for disasters;
- 3) Use internal communications channels to inform employees about preparedness efforts for work and that address individual and family needs;
- 4) Pre-identify a strategy for managing recovery;

- 5) Establish agreements and mechanisms to address surge capacity needs;
- 6) Ensure plans, agreements, and operational initiatives address access functional needs, and at-risk populations; and
- 7) Institute mechanisms for immediate post-disaster damage assessments (i.e., identify and train members of the City Damage Assessment Teams) and develop a routine process for informing Commonwealth officials about disaster impacts.

b. Response and Recovery Phases

- 1) Appoint a Local Disaster Recovery Manager (LDRM) and define activities and duties;
- 2) Respond to the EOC, as needed;
- 3) Collect, compile, and report information and data, as appropriate;
- 4) Coordinate damage assessment activities and conduct initial damage assessment;
- 5) Collaborate with Commonwealth/Federal Joint Preliminary Damage Assessment teams, if needed;
- 6) Coordinate the activation of a City Recovery Task Force, if needed;
- 7) Designate and assist with the operation of Disaster Recovery Centers;
- 8) Ensure integrated efforts across government offices, the private sector, and nongovernmental organizations during recovery projects and activities;
- 9) Lead efforts to restore all sectors of the community, including local critical infrastructure and essential services, business retention, and housing units affected by the disaster;
- 10) Ensure risk reduction is included in the recovery effort;
- 11) Serve as a liaison with other levels of government involved in recovery;
- 12) Undertake an appropriate community planning process; and
- 13) Establish metrics to track the progress of local disaster recovery objectives and communicate information to the public.

c. Mitigation Phase

Refers to measures that prevent an emergency, reduce the chance of an emergency happening, or reduce the damaging effects of unavoidable emergencies. Typical mitigation measures include establishing building codes and zoning requirements.

V. EOC ADMINISTRATION AND LOGISTICS

A. Administration: City Reports:

1. The City OEMHS will forward reports and requests for assistance to the County and the PEMA area office.
2. City and County governments will utilize pre-established bookkeeping and accounting methods to track and maintain records of expenditures and obligations.
3. Written detailed records of response actions will be kept by City and County emergency management agencies.
4. The City OEMHS will request reports from other agencies, relief organizations, and nongovernmental organizations when deemed appropriate.
5. The City OEMHS will make reports to PEMA. Reports will be constructed in accordance with PEMA requirements based on written records.

B. Logistics: Coordination of unmet needs:

1. When City resources are committed, OEMHS will coordinate assistance to satisfy unmet needs.
2. If the City requires additional assistance, OEMHS will call on mutual aid from Allegheny County, the Region 13 Task Force (RTF), or from the Pennsylvania Emergency Management Agency (PEMA).
3. PEMA will request assistance from the Federal Emergency Management Agency (FEMA) for any incident that exceeds the capabilities and resources of the Commonwealth.

VI. TRAINING AND EXERCISES

A. Policy: The EMC is responsible for the overall preparedness of all persons and agencies involved in the City's response to emergencies. As such, the EMC should conduct or administer training and should exercise this plan to evaluate and maintain the readiness posture of City resources.

B. Exercise Requirements: Exercises will be conducted in accordance with the Homeland Security Exercise & Evaluation Program (HSEEP). As a minimum:

1. The EMC will activate this plan at least annually in the form of a drill;
 2. An all-hazards functional exercise that involves the entire EOC staff, including volunteers and private sector representatives, will be conducted every two years;
 3. The EMC and OEMHS staff will participate annually in a PEMA-directed weather exercise, at least as a Tabletop Exercise;
 4. The City will prepare a three-year exercise plan and submit it to the PEMA area office;
 5. An After Action Report (AAR) will be prepared and an Improvement Plan (IP) administered for every exercise (see paragraph D below).
- C. Training Requirements:** Elected and appointed officials and all emergency management and response personnel will be trained to meet the minimum requirements specified in Title 35, Pa C.S.A., PEMA training and exercise directives, and federal NIMS requirements.
1. The Office of Emergency Management and Homeland Security (OEMHS) will keep records and ensure that needed training is available.
 2. Exercises, as indicated above, will be used as a training mechanism for public officials, City staff and emergency services personnel who are assigned emergency responsibilities in this plan.
 3. OEMHS staff responsible for functional annexes are charged with ensuring that personnel are trained and capable to implement the respective annexes.
 4. OEMHS staff will participate in training programs as required by local, county, Commonwealth and federal agencies.

D. After Action Reports

1. An After Action Report that incorporates comments from all participants will be prepared:
 - a. After every incident/event;
 - b. After every activation of the EOC; and
 - c. After every exercise of the EOC.
2. All After Action Reports (AARs) must include an Improvement Plan Matrix and a mechanism for tracking implementation of corrective actions.

VII. PLAN DEVELOPMENT, MAINTENANCE AND DISTRIBUTION

A. Development and Maintenance Responsibilities

1. The City EMC will coordinate the development and maintenance of this plan. Writing, review, and update of specific portions of the plan will be accomplished by staff members/agencies with the best knowledge of the subject matter.
2. This plan and associated annexes will be reviewed as required by legislation, regulation, PEMA directive, and after use in an emergency and/or exercise. A written report will be provided to the EMC with any recommended changes.
3. At the conclusion of each review, the EMC will publish any changes and submit to the Mayor and City Council for approval, then distribute as below.
4. Every two years, the review will be documented on the "Certificate of Biennial Review" (pg ix) and a copy of the certificate will be forwarded to the PEMA area office. The original of the certificate will be maintained with the "master" copy of the plan.
5. This plan will be executed upon order of the City Council or their authorized representative.

B. Distribution:

1. This plan and its supporting material are controlled documents. While the basic plan is open to the public, other portions of this plan are not considered to be subject to the Right-to-Know Law and are unavailable to the general public. Distribution is based upon a regulatory or functional "need to know" basis.
2. Copies of this plan are distributed according to an approved list (Appendix 3).
3. A "Receipt Form," including the copy number (if applicable), will be used to verify copies of the plan have been properly distributed. Forms will be maintained on file by the EMC.
4. Controlled copies of revisions will be distributed to all plan holders.
5. Revisions or changes are documented on the "Record of Changes".

APPENDICES:

1. Authority and References
2. Terms and Definitions
3. Plan Distribution
4. Map of the City

**APPENDIX 1
AUTHORITY AND REFERENCES**

- A. The authority for this Plan and City emergency management programs comes from the Pennsylvania Emergency Management Services Code and the Counterterrorism Planning, Preparedness and Response Act of 2002.
- B. References
1. The Robert T. Stafford Disaster Relief and Assistance Act (42 U.S.C. § 5121 et. seq.)
 2. The Post-Katrina Emergency Management Reform Act of 2006 (6 U.S.C § 7101 et. seq.)
 3. The Pennsylvania Emergency Management Services Code (35 Pa CSA § 7101 et. seq.)
 4. The Pennsylvania Right-to-Know Law (65 P.S. §§ 67.101, et seq.)
 5. The Pennsylvania Intrastate Mutual Aid Program (PIMAS) (Act 93 of 2008)
 6. Pets Evacuation and Transportation Standards Act of 2006 (PL 109-308)
 7. US Small Business Administration (13 CFR Part 123)
 8. Homeland Security Presidential Directive – 5 (HSPD-5)
 9. Homeland Security Presidential Directive – 8 (HSPD-8)
 10. Homeland Security Exercise Evaluation Program
 11. Pennsylvania Emergency Management Agency, "Commonwealth of Pennsylvania Enhanced All-Hazard Mitigation Plan," Section 1.3 – Risk Assessment, October 2007
 12. Commonwealth of Pennsylvania, State Emergency Operations Plan (December 2008)
 13. Pennsylvania Emergency Management Agency, "Pennsylvania Evacuation Planning and Implementation Guidebook" April 2006
 14. Title III, Superfund Amendments and Reauthorization Act (SARA), October 17, 1986, Section 301-305, 311 and 312.
 15. City of Pittsburgh Hazard Vulnerability Analysis, 2014
 16. Ordinance 406 of 2006

APPENDIX 2

TERMS AND DEFINITIONS

Activate – To start or place into action an activity or system.

Agency Representative – An individual assigned to an incident from an assisting or cooperating agency who has been delegated authority to make decisions on matters affecting the agency's participation in the incident. Agency representatives will report to the liaison officer or to the incident commander/EOC Manager in the absence of a Liaison Officer.

All-Hazards – The spectrum of all types of hazards including accidents; technological events; natural disasters; terrorist attacks; warfare, including chemical and biological; a pandemic or other biological emergencies, nuclear or explosive events.

ARES – Amateur Radio Emergency Services - An American Radio Relay League - a sponsored emergency organization of amateur radio operators that provides communications resources.

Congregate Household Pet Shelter – Any private or public facility that provides refuge to rescued household pets and the household pets of shelters in response to a disaster or emergency.

Continuity of Operations Planning (COOP) – Planning to ensure that essential services continue during, or as soon as possible after a disaster or emergency event. In the public sector, COOP includes activities referred to as COG (Continuity of Government.)

Coordination – Arranging in order, activities of equal importance to harmonize in a common effort. (For use in the context of this document: authorizing and/or providing for coordination of activities relating to emergency disaster prevention, preparedness, response and recovery by State/Commonwealth, local governments and Federal agencies.)

City Damage Assessment – (Also called Initial Damage Assessment) A damage assessment, conducted by the county damage assessment team(s), that uses PEMA-developed procedures to assign a damage category to emergency-caused damages.

City Recovery Task Force – A type of Local Recovery Task Force (LTRC) formed from local volunteer assets to coordinate and administer voluntary contributions to short-term and long-term recovery

Critical Incident Stress Management (CISM) – A system developed and published by the International Critical Incident Stress Foundation to head off the psychological effects of certain types of particularly traumatic incidents on emergency

responders. The system involves trained teams of practitioners who conduct peer debriefings for affected responders. Teams in Pennsylvania are independent, and are managed and dispatched locally, or through the Department of Health, Bureau of Emergency Medical Services.

Deploy – To move to the assigned location in order to start operations.

Natural Disaster – Any hurricane, tornado, storm, flood, high water, wind-driven water, tidal wave, earthquake, landslide, mudslide, snowstorm, drought, fire, explosion or another catastrophe which results in substantial damage to property, hardship, suffering or possible loss of life.

Human-Caused Disaster – Any industrial, nuclear or transportation accident, explosion, conflagration, power failure, natural resource shortage or other condition, including enemy action, weapons of mass destruction or overt paramilitary actions, or other acts such as sabotage resulting from human-made causes. This includes oil spills and other injurious environmental contamination which threatens or causes substantial damage to property, human suffering, hardship or loss of life.

Disaster Emergency – Those conditions which upon investigation may be found, actually or likely to affect seriously the safety, health or welfare of a substantial number of citizens of the City or preclude the operation or use of essential public facilities. A disaster should be of such magnitude or severity as to render essential county or state supplementation of City efforts or resources.

Emergency Alert System (EAS) Announcements - Official announcements made at the local or state level for the specific purpose of providing information, instructions or directions to the residents of the county. Announcements are made over the legally designated EAS network. EAS announcement does not preclude appropriate use of newspapers, radio and television for public information statements.

Emergency Management – The judicious planning, assignment, and coordination of all available resources in an integrated program of prevention, mitigation, preparedness, response and recovery for emergencies of all kinds, whether from enemy attack, human-made or natural sources.

Emergency Services – The preparation for and the carrying out of functions, other than those for which military forces are primarily responsible, to prevent, minimize and provide emergency repair of injury and damage resulting from the disaster, together with all other activities necessary or incidental to the preparation for and carrying out of those functions. The functions include, without limitation, fire-fighting services, police services, medical and health services, rescue, engineering, disaster warning services, communications, radiological, shelter, chemical and other special weapons defense, evacuation of persons from stricken areas, emergency welfare services, emergency transportation, emergency resources management, existing or properly assigned

functions of plant protection, temporary restoration of public utility services and other functions related to civilian protection.

Explosive Ordinance Disposal (EOD) – A specialized component of the U. S. military tasked with the retrieval and disposal of military ordnance. EOD Teams are available to assist civilian authorities in life-threatening situations dealing with other explosive devices.

Governor's Proclamation of "Disaster Emergency" – A proclamation by the Governor upon finding that a disaster has occurred or that the occurrence or the threat of a disaster is imminent. This proclamation authorizes municipalities (including counties) to exercise certain powers without regard to time-consuming procedures and formalities prescribed by law (excepting mandatory constitutional requirements).

Hazardous Materials (HAZMAT) – Any substance or material in a quantity or form that may be harmful or injurious to humans, domestic animals, wildlife, economic crops or property when released into the environment. Hazardous materials may be chemical, biological, radiological, or explosive.

Hazards Vulnerability Analysis (HVA) – A compilation of natural and man-made hazards and their predictability, frequency, duration, intensity, and risk to population and property.

Household Pet – A domesticated animal, such as a cat, dog, bird, rabbit, rodent, or turtle that is traditionally kept in a home for pleasure rather than for commercial purposes; can travel on commercial carriers and be housed in temporary facilities. Household pets do not include reptiles (except turtles), amphibians, fish, insects/arachnids, farm animals (including horses), and animals kept for racing purposes.

Initial Damage Assessment – (Also called County Damage Assessment) A damage assessment, conducted by the county damage assessment team(s) that uses PEMA-developed procedures to assign a damage category to emergency-caused damages.

Initial Damage Report – Reports compiled during the response phase of an emergency that lists numbers of damaged facilities, and other essential information. The IDR information is originated at the local level, compiled by the county and forwarded on to PEMA. IDR data should be submitted as soon as possible since it is used to determine operational needs and to identify the location and scope of damages for more formal damage assessments that come in the recovery phase of the emergency.

Joint Preliminary Damage Assessment – A damage assessment conducted by the county, state, and federal personnel to verify that sufficient damage has occurred to justify a Presidential Declaration of Major Disaster or Emergency.

Liaison Officer – The Liaison Officer is the IC/UC point of contact for representatives of other governmental agencies, non-governmental organizations and/or the private sector (with no jurisdiction or legal authority) to gain input on the agency's policies, resource availability and other incident-related matters.

Local Disaster Emergency (When declared by the City Council) – The condition declared by the local governing body when, in their judgment, the threat or actual occurrence of a disaster requires coordinated local government action to prevent or alleviate the damage, loss, hardship or suffering threatened or caused. A local emergency arising wholly or substantially out of a resource shortage may be declared only by the Governor, upon petition of the local governing body.

Local Recovery Task Force (City Recovery Task Force) – A group established to oversee the recovery and reconstruction process and serve as an advisory committee to local government officials responsible for recovery activities. The Local/County Recovery Task Force should have representatives from all facets of the community (school, faith-based, business, volunteer, etc.)

Long Term Recovery Committee (LTRC) – A group of volunteer organizations established to provide recovery assistance to victims of a disaster or emergency beyond those services available from government sources. The LTRC should work in coordination with City and local government in order to ensure maximum utility from all available resources.

Mass Care Centers – Fixed facilities suitable for providing emergency lodging for victims of disaster left temporarily homeless. Mass Care centers are capable of providing all essential social services. Feeding may be done within a mass care center (in suitable dining facilities) or nearby.

Municipality – As defined in the Pennsylvania Constitution, "...a county, city, borough, incorporated town, township or similar unit of government..." (Article IX, Section 14, The Constitution of Pennsylvania).

Notification – The act of making known or informing. For use in the context of this document: to transmit emergency information and instructions: (1) to Emergency Management Agencies, staff, and associated organizations; (2) over the Emergency Alert System or by other means to the general public.

Operational – Capable of accepting mission assignments at an indicated location with partial staff and resources.

Pennsylvania Intrastate Mutual Aid System (PIMAS) – A system between participating political subdivisions that have agreed to share physical resources under protocols developed by the Intrastate Mutual Aid Committee. The system was established by Act 93 of 2008.

Political Subdivision – Any county, city, borough, township or incorporated town within the Commonwealth, as well as school districts, and water, sewer, and other authorities that have governmental or taxing authority.

Point of Dispensing (Pharmaceutical POD or SNS POD) – A facility established for the mass dispensing of pharmaceuticals. Operation of SNS PODs is described in the Strategic National Stockpile (SNS) plan.

Point of Distribution (Commodities POD) – A facility where disaster victims can come to receive emergency food, water and ice and perhaps tarps or cleaning supplies. These are normally located in an open parking lot providing drive-through service and a very limited variety of essential goods.

Presidential Declaration of “Emergency” – “Emergency” means any occasion or instance for which, in the determination of the President, Federal assistance is needed to supplement State and local efforts and capabilities to save lives and to protect property and public health and safety, or to lessen or avert the threat of a catastrophe in any part of the United States.

IMPORTANT NOTE – Before federal assistance can be rendered, the Governor must first determine that the situation is of such severity and magnitude that effective response is beyond the capabilities of the State and affected county and local governments and that Federal assistance is necessary.

Presidential Declaration of “Major Disaster” – “Major Disaster” means any natural catastrophe (including any hurricane, tornado, storm, high water, wind-driven water, tidal wave, tsunami, earthquake, volcanic eruption, landslide, mudslide, snowstorm, or drought), or, regardless of cause, any fire, flood, or explosion, in any part of the United States, which in the determination of the President causes damage of sufficient severity and magnitude to warrant major disaster assistance to supplement the efforts and available resources of States, local governments, and disaster relief organizations in alleviating the damage, loss, hardship, or suffering caused thereby.

Preliminary Damage Assessment – See Joint Preliminary Damage Assessment (above)

Protective Action – Any action is taken to eliminate or avoid a hazard or eliminate, avoid or reduce its risks.

Public Information Statements – Public announcements made by PEMA, county, or City official spokespersons via newspapers, radio, or television to explain government actions being taken to protect the public in the event of any public emergency.

Public Inquiry – (Formerly known as Rumor Control) A place where the general public can call for information during an emergency. The public inquiry center is normally only

activated during an emergency. Operators track calls, locate previously unknown pockets of damage and identify misperceptions that the PIO should try to dispel.

RACES – (Radio Amateur Civil Emergency Service) A part of the amateur radio service established under Federal Communication Commission rules and regulations to establish and maintain leadership and organizational infrastructure necessary to provide amateur radio communications in support of emergency management entities throughout the United States or its territories. RACES can be used during any disaster or emergency when normal governmental communications have sustained damage, or when additional communication is desired.

Reentry – The return to the normal community-dwelling and operating sites by families, individuals, governments, and businesses once the evacuated area has been declared safe for occupancy.

Route Alerting – Route alerting is a supplement to siren systems accomplished by pre-designated teams traveling in vehicles along pre-assigned routes delivering an alert/warning message.

Service Animal – Animals that are individually trained to do work or perform tasks for people with disabilities. The work or task must be directly related to the person's disability.

Persons with Access and Functional Needs – Individuals that may require assistance before, during, and /or after a disaster or an emergency due to any condition (temporary or permanent) that limits their ability to act.

Standby – To be ready to perform but waiting at home or other location for further instructions.

Strategic National Stockpile (SNS) – A program headed by the federal Centers for Disease Control that maintains large stocks of medications for distribution to the public during emergencies. The SNS relies on the state and county governments to have plans and play a major part in the distribution of the medications. This is done through a series of Pharmaceutical PODs (Points of Dispensing) that are located throughout the county.

Support – To act in a secondary or subordinate role to a primary activity by providing a means of maintenance or subsistence to keep the activity from failing under stress.

(For use in context to this document: providing "unmet" needs, unforeseen requirements for supplies, equipment, services, training, etc.)

Swiftwater Rescue – (also called "whitewater rescue") is a subset of technical rescue dealing in whitewater river conditions. Due to the added pressure of moving water, swift water rescue involves the use of specially trained personnel, ropes, and mechanical advantage systems that are often much more robust than those used in standard rope rescue.

Unmet Needs – Capabilities and/or resources required to support emergency operations but neither available nor provided for at the respective levels of government.

Urban Search and Rescue (US&R) – A specific type of search and rescue that deal with urban settings, especially with collapsed building rescue. Pennsylvania has one team (PA Task Force-1) that is sponsored and certified by FEMA and managed by PEMA. Additionally, there are a series of US&R components in the nine Regional Task Forces.

Volunteer Emergency Communications – Any or all of those volunteer organizations such as RACES, ARES, CAP, and Coast Guard Auxiliary which may provide emergency telecommunications services to responders or victims within the City.

Weather Warning – Previously expected severe weather is occurring or is about to occur.

Weather Watch – Indicates that conditions and ingredients exist to trigger severe weather.

Wilderness Rescue – Search and rescue operations in hilly, mountainous, urban, suburban or a very remote environment.

Underground Rescue – Search and rescue operations in a subterranean, confined space environment.

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**APPENDIX 3
PLAN DISTRIBUTION**

- A. Because of the sensitivity of some portions of this plan and in order to ensure that revisions are posted to every copy, copies of this plan will be numbered and distributed on a need-to-know basis. A "master distribution list" (Enclosure 1) with the numbers of each copy and the format (printed or electronic) is maintained by the City OEMHS. Each recipient will sign a receipt form (Enclosure 2) which will be maintained by the City OEMHS
- B. Numbered copies of this plan will be distributed to the following agencies:
- Mayor's Office
 - City Council Offices
 - City Clerk
 - City Controller
 - EMS Chief and Command Staff
 - Fire Chief and Command Staff
 - Police Chief and Command Staff
 - Department of Public Works
 - Planning Department
 - Finance Department
 - Law Department
 - Personnel and Civil Service
 - Pittsburgh Water and Sewer Authority
 - Pittsburgh Regional Transit/ Port Authority Police
 - Allegheny County Emergency Services
 - Allegheny County Department of Human Services
 - Allegheny County Health Department
 - PEMA Western Region

City of Pittsburgh Emergency Operations Plan Distribution List

Office	Name of Recipient	Copy Number	Date Received

Enclosure 1 to Appendix 3 to the City of Pittsburgh Emergency Operations Plan

RECEIPT FORM

TO: Pittsburgh Office of Emergency Management and Homeland Security
2945 Railroad Street
Pittsburgh, PA 15206

SUBJECT: City of Pittsburgh Emergency Operations Plan

This will certify that I have received the following document(s):

The City of Pittsburgh Basic Emergency Operations Plan, dated _____

CHANGE #____ to the City of Pittsburgh Emergency Operations Plan, Dated _____

Annex _____

Date Received: _____

Number of Copies: _____

Copy Number(s): _____

Hard Copy / Electronic (Circle one)

Received by: _____

Title: _____

Organization: _____

Phone Number: _____

I understand that these documents might contain information that is personal or sensitive in nature, and I will not release any parts of the plan to persons or agencies who do not need it to perform emergency response functions outlined in the plan.

Signature

Enclosure 2 to Appendix 3 to the City of Pittsburgh Emergency Operations Plan

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**APPENDIX 4
A MAP OF THE CITY**



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