

APPENDIX E

The following **SAMPLE GUIDELINE / DATABASE** was developed and contributed in April 2001 by South Carolina's Charleston County Emergency Preparedness Department. A list of acronyms used in next 6 pages is included on page 250.

Any County Emergency Preparedness Terrorism Emergency Operations Outline Counteractions Standard Operations Guide

I. GENERAL

A. Purpose

The purpose of this SOG is to assist other officials and emergency service personnel with a working outline for developing a written set of guidelines for the conduct of antiterrorism and terrorism counteraction response operations. Contact your local emergency management agency for assistance.

This outline of antiterrorism is designed to deter and limit the success of terrorists acts against government / industry resources / personnel and facilities while Counteraction facilitates response to, and recovery from, an actual terrorist incident. The collection and dissemination of timely threat intelligence information, informative public awareness programs, and through the implementation of sound defensive mitigation measures usually insure the best countermeasures one may accomplish.

B. Authority

The listing of local city, county, state or federal ordinances as may be applicable for the intended jurisdictions being protected.

C. References

1. Presidential Decision Directive 39 [PDD-39], June 1995.
2. State Terrorism Incident Annexes.
3. Local Community Bomb Threat Incident Plan.

4. Emergency Response To Incidents Involving Chemical and Biological Warfare Agents.
5. Terrorism In The U.S. 1982-1992, FBI Report.
6. The Federal Response Plan [FRP], Terrorism Annex.
7. Local Airport, Seaport, Transportation, Dam, or Utilities Emergency Counter Terrorism Plan.
8. Emergency Response to Terrorism Job Aid, May 2000.
9. II CT Chemical / Biological Incident Handbook.

D. *Definitions*

A list as detailed or as brief as may be applicable to the depth of your SOG. Contact your local emergency management agency for assistance.

E. *Organizations*

Apply a basic organization chart for primary agencies that may be anticipated to support the various aspects of your SOG. Federal, state, city / county and local. See the local emergency management agency plan.

II. SITUATION

A. *International Terrorism*

International terrorism continues as a threat and although it has been primarily rooted in other countries, a great number of Americans have been affected by these acts. According to the U.S. Department of State and as reported in the media large numbers of the actual terrorist attacks worldwide were targeted against Americans. The impact of international terrorism still has vivid images occurring almost worldwide.

B. *Domestic Terrorism*

Statistics provided by the FBI prior to the mid-1980's indicated only a few acts of terrorism inside the United States as influenced by international terrorism. Since the 1993 bombing of the World Trade Center in New York it was a clear reminder that the

United States is not immune from acts of international terrorism based within our borders.

It is very clear that managing the consequences of terrorism in the United States from any source can be a most difficult and challenging task. Trying to recover from such senseless terrorist events has already begun to change the way Americans view the potential threats and mass effect from a single terrorist act perpetrated in local communities.

C. Conditions

1. Actual events or threat of a terrorist act may cause implementation of precautionary measures from as high up as Presidential sources.
2. The FBI will likely implement a crisis management law enforcement response to any significant threat or actual act of terrorism and include threat assessment / consultation and NBC / WMD Technical Assistance.
3. Incidents that occur without advance threat or warning and that produce major consequences. FEMA will probably respond and implement within the FRP consequence management activities.

D. Planning Assumptions

No single agency at any government level has the unilateral authority or all the knowledge and skills to act in a terrorist event, especially WMD / WME. The SOG will be activated upon such threat or an actual event.

Certain instances will require, as in NBC events, that perimeters be set and closed to authorized officials and first responders as well. The SOG may also have to request activation of specialty service resources and/or task forces. Your local emergency management plans may assist this step.

III. CONCEPT OF OPERATIONS

A. Crisis Management

1. Local Law Enforcement generally has lead responsibility for implementing SOG crisis management.

2. Each participating agency will maintain a current copy of the Terrorism Response Alert List of the SOG.
3. A systematic scene approach will often be implemented while self-protective measures as appropriate are taken towards controlling the situation. The IMS/ICS framework and possible transition into the Unified Command System may be used as soon as possible.
4. Responders SITREP, staging, direction and command & control information all within often dynamic incident events as agencies / personnel and equipment arrive in force.
5. Communications size-up will be CONTINUOUS in such a dynamic incident and should address scene stability in the SOG (e.g. stable, deteriorated, continuing to deteriorate, unsafe).
6. To avoid infrastructure gridlock, establish from the initial SITREP the priorities needed for life safety and protection. Address immediate and sequential response structuring.

B. *Consequence Management*

This level of management integrates all aspects of the response that will generally protect the public's health and safety, manage fears and suffering, and enhance evidence-gathering towards identifying and eventually apprehending the perpetrators. For assistance contact your local emergency management agency.

1. Pre-Incident Phase
 - a. Protective actions such as organizational SOG's aimed at coordinating any threat in the local area via an identified part of a Command Group. Threatcon Alpha or Bravo.
 - b. SOG's that establish actions and security awareness measures that prepare a counter deterrence to terrorist vulnerabilities.
2. Trans-Incident Phase
 - a. This phase involves the threat emerging to an actual act or imminent action of terrorism. Threatcon Charlie.

- b. Everyone should stay focused on the end objective to “save lives” and coordinate cooperative agencies’ efforts to solve most disagreements. ROC’s, JOC’s, JIC’s, EOC’s, IST’s, IAP’s, SOG.

3. Post-Incident Phase

- a. This phase may involve an incident that occurred without any advance warning and produces major consequences and appears to be an act of terrorism. Many concurrent efforts of crisis management will be initiated to establish a short-term Incident Action Plan.
- b. Local officials will mitigate the situation to the best of their ability until further supported by the combined state and federal resources tasked.

4. Disengagement

- a. If no act of terrorism occurs then the federal response will disengage as coordinated. Stand down will occur for all according to their SOP’s / SOG’s.
- b. All agencies that responded will be requested to turn in a copy of their incident logs, journals, messages, or other non-sensitive records to the local coordinating agency. This information will be key to establishing an accurate post incident critique. Critiques are often delayed pending any legal requirements to keep certain information in confidence.
- c. PISD (post incident stress debriefings) will be offered by the proper mental health agency for responders based on the nature of event and it’s circumstances.

IV. RESPONSIBILITIES

A. Crisis and Consequence Management

1. The County Sheriff LNO will: develop local SOG’s.
2. Local Response Agencies will: develop local SOG’s.

B. EOC - JOC Support Agencies

Agencies not covered in this SOG are understood for mutual aid response to assist neighboring communities. See attached map.

(Suggestion: Include a map with your plan indicating areas being covered by Support Agencies.)

V. LOCAL STATE FEDERAL INTERFACE

This SOG is supported by the Terrorism Incident Annex to the Federal Response Plan and your State Emergency Operations Plan to include any Regional Task Force operational concepts applicable.

Contact your local Emergency Management Agency for assistance in available plans.

VI. PRIMARY POINT OF CONTACT

Inquiries or changes concerning this SOG Outline should be addressed to Charleston County EPD, Project Officer for Terrorism Incident Management, 4045 Bridge View Drive, North Charleston, SC 29405-7464 or 843-202-7400 and Fax 843-202-7408.

DISCLAIMER: Information provided is solely intended as a sample guideline / database and neither the County of Charleston nor any agency, officer or employee warrants the accuracy, reliability or timeliness of any information in the Terrorism Counteraction SOG database. While every effort is made to ensure a broad accuracy of this information, portions may be incorrect or not current for all circumstances and we shall not be liable for any losses caused by such reliance on this outline information. Any persons or entities who relies on information obtained from this database does so at his or her own risk.