

EMERGENCY AND DISASTER PLAN

PROCEDURE MANUAL



EASTERN STATES EXPOSITION

1305 Memorial Avenue

West Springfield, MA 01089

Phone: (413) 737-2443 Fax: (413) 787-0127

(800) 639-2908 www.thebige.com

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BOMB THREAT FORM

POLICY – PURPOSE

3

DEFINITIONS

4

EMERGENCY TEAM

5

TELEPHONE NUMBERS

6

PUBLIC SAFETY

7

GENERAL GUIDELINES

8

ACTION TO BE TAKEN

9

COMMUNICATIONS

10

AMENDMENT TO PLAN

11

EQUIPMENT

12

HAZARDOUS MATERIAL

13

MAPS – BLDG/GRNDS

14

EMER.PLAN.COMM

15

BOMB THREAT

Place this under your telephone

REPORT CALL -

ORDER OF CONTACT SHOULD BE:

- * WEST SPRINGFIELD POLICE @ 911
- * WEST SPRINGFIELD FIRE @ 911
- * GROUND SECURITY @ 5253
- * GERARD KIERNAN @ 5006

QUESTIONS TO ASK:

1. When is bomb going to explode?
2. Where is it right now?
3. What does it look like?
4. What kind of bomb is it?
5. What will cause it to explode?
6. Did you place the bomb?
7. Why?
8. What is your address?
9. What is your name?

EXACT WORDING OF THE THREAT:

Sex of caller: _____ Race: _____

Age: _____ Length of call: _____

Number at which call is receiver:

Time: _____ Date: _____

Caller's Voice:

- | | |
|------------------------------------|--|
| <input type="checkbox"/> Calm | <input type="checkbox"/> Nasal |
| <input type="checkbox"/> Angry | <input type="checkbox"/> Stutter |
| <input type="checkbox"/> Excited | <input type="checkbox"/> Lisp |
| <input type="checkbox"/> Slow | <input type="checkbox"/> Raspy |
| <input type="checkbox"/> Rapid | <input type="checkbox"/> Deep |
| <input type="checkbox"/> Soft | <input type="checkbox"/> Ragged |
| <input type="checkbox"/> Loud | <input type="checkbox"/> Clearing Throat |
| <input type="checkbox"/> Crying | <input type="checkbox"/> Deep Breathing |
| <input type="checkbox"/> Laughter | <input type="checkbox"/> Cracking Voice |
| <input type="checkbox"/> Normal | <input type="checkbox"/> Distinguished |
| <input type="checkbox"/> Distinct | <input type="checkbox"/> Accent |
| <input type="checkbox"/> Slurred | <input type="checkbox"/> Familiar |
| <input type="checkbox"/> Whispered | |

If the voice is familiar, who did it sound like?

BACKGROUND SOUNDS:

- | | |
|---|--|
| <input type="checkbox"/> Street noises | <input type="checkbox"/> Factory machinery |
| <input type="checkbox"/> Crockery | <input type="checkbox"/> Animal noises |
| <input type="checkbox"/> Voices | <input type="checkbox"/> Clear |
| <input type="checkbox"/> PA System | <input type="checkbox"/> Static |
| <input type="checkbox"/> Music | <input type="checkbox"/> Local |
| <input type="checkbox"/> House noises | <input type="checkbox"/> Long Distance |
| <input type="checkbox"/> Motor | <input type="checkbox"/> Booth |
| <input type="checkbox"/> Office Machinery | |

THREAT LANGUAGE:

- | | |
|---|-------------------------------------|
| <input type="checkbox"/> Well Spoken (educated) | |
| <input type="checkbox"/> Message read by threat maker | |
| <input type="checkbox"/> Taped | <input type="checkbox"/> Irrational |
| <input type="checkbox"/> Foul | <input type="checkbox"/> Incoherent |

Remarks: _____

Reported call immediately to:

Phone number _____ Date _____

Name _____

Position _____

Phone Number _____

I. POLICY STATEMENT

Eastern States Exposition recognizes the importance of assuring maximum safety for all its guests, workers and volunteers. It is the desire of Eastern States Exposition that the utmost effort is extended in a coordinated and informed manner to respond to emergencies and incidents which may impact the safety of people and animals on the grounds. In order to assure the safety of all, Eastern States Exposition will undertake an ongoing process of disaster/emergency planning, to produce and maintain a current procedure manual. This manual, prepared and implemented by Eastern States Exposition management, staff, police and fire officials, documents the policy for safety.

II. PURPOSE

The purpose of this Procedure Manual is to anticipate the possible types of emergencies and disasters that could occur and to assign responsibilities to effectively manage and coordinate resources to deal with these situations.

This manual establishes an emergency control group which is organized, trained and equipped to respond to various types of emergencies/disasters that may arise. Through defined authority, organization and pre-arranged assessment and response teams, the combined physical and material resources of Eastern States Exposition will be utilized.

The Public Safety Element is divided into five categories:

- Administration Department
- Police Department
- Fire Department
- First Aid Department
- Security Department

This manual provides systematic response procedures to numerous emergency situations that may arise. In addition, this manual provides for the effective utilization of manpower and equipment so far as to minimize loss of life and/or property.

III. DEFINITIONS OF EMERGENCIES AND DISASTERS

Examples, but not limited to or differentiated by severity, location and number of people.

A. EMERGENCIES

1. Evacuation of ride (due to loss of power or breakdown)
2. Evacuation of food stand or exhibit booth (due to loss of power)
3. Small fire in food stand or booth – contained
4. Minor injuries to individual; rides, falls, health related
5. Bomb threat
6. Disturbance by individual or small group
7. Animal(s) loose
8. Evacuation of building (due to loss of power)
9. Evacuation of stage area, bleachers, benches, etc.

B. DISASTERS

1. Fire to a structure(s)
2. Explosion, (or threat of)
3. Bomb explosion
4. Ride accident – major injuries and/or fatalities

5. Chemical accident
6. Hostage/sniper.
7. Civil disturbance – large numbers
8. Earthquake/windstorm/hurricane/tornado/flood
9. Civil Defense activation

V. IMPORTANT TELEPHONE NUMBERS

Police	911
Civil Defense	263-3212
Bay State Medical Center Trauma Center	784-0000
Department of Environmental Protection	784-1100
West Springfield Fire Department	911
WMECO (Electric)	781-4300 or 746-0122
Bay State Gas	(800) 792-2444
PVTA (Bus)	732-6248
King Ward Coach Lines	539-5858
Conklin Shows	205-5198
Collins Electric	592-9221
Len Parzych (electrician)	531-8533
Paige Plumbing	736-2554
Security Van	537-7656

15. TELEPHONE LIST

Agency for Toxic Substances and Disease Control	404-639-0615
Agency for Toxic Substances and Disease Registry (ATSDR)	404-639-0615 888-422-8737
American Association of Railroads	202-639-2222
American Red Cross (Boston)	800-564-1234 Fax 617-375-0726
Boston Med Flight	800-233-4554
Bureau of Alcohol Tobacco and Firearms	617-565-7040
Center for Disease Control (Atlanta)	404-633-5313
CHEMTREC	800-424-9300
Defense Logistics Agency (Washington)	800-851-8061
Department of Energy (US) (Washington)	202-586-5000
Department of Environmental Protection (MA) One Winter St., Boston, MA 02108	888-304-1133 617-566-1133 617-292-5500
Bureau of Resource Protection One Winter Street, Boston, MA 02108	617-292-5500 Fax 617-556-1049
Metro Boston / Northeast MA Office 205 Lowell St., Wilmington, MA 01887	978-661-7600 Fax 978-661-7615
Southeast MA Office 20 Riverside Dr., Lakeville, MA 02347	508-946-2850
Central MA Office 75 Grove St., Worcester, MA 01605	508-792-7653
Western MA Office 436 Dwight St., Springfield, MA 01103	413-783-1100
Secretary of State's Office Business and Citizen Services Public Information	617-292-5900 617-574-6804
Department of Fire Services (State Fire Marshal) Emergency Hazardous Materials Response	978-567-3340 508-820-2121 978-567-3150 Fax 978-567-3499
Regional Response Team	617-565-3424
Hazmat District 1 (Barnstable Fire Control)	800-564-7666
Hazmat District 2 (Boston Fire Control)	617-343-2880
Hazmat District 3 (Natick Fire Control)	508-647-9550
Hazmat District 4 (Chicopee Fire Control)	413-594-1600
Hazmat District 5 (Pittsfield Fire Control)	413-448-9770
Hazmat District 6 (Chelmsford Fire Control)	978-256-2541

Department of Food and Agriculture (MA)	617-727-3000
Department of Industrial Accidents (MA)	617-724-4900
Department of Public Health (MA) 150 Tremont St., Boston, MA 02111	617-522-3700
Department of Transportation (US) (Washington)	202-366-4000
Environmental Protection Agency (US)	888-372-7341 617-918-1111
Federal Aviation Administration	617-567-6622 781-273-7001
Federal Bureau of Investigation	617-742-5533 617-223-6000
Federal Emergency Management Agency	617-223-9540
Federal Highway Administration (Motor Carrier Safety)	617-494-2770
Massachusetts Bay Transportation Authority	617-222-5000
Massachusetts Emergency Management Agency State Headquarters	800-982-6846 508-820-2000
400 Worcester Rd. Framingham, MA 01702-5399	Fax 508-820-2030
Region 1 Headquarters PO Box 116, Tewksbury, MA 01876-0116	978-328-1500 Fax 978-851-8218
Region 2 Headquarters P.O. Box 54, Bridgewater, MA 02324-0054	508-697-3600 Fax 508-697-8869
Region 3 Headquarters Belchertown State School, Belchertown, MA 01007	413-323-6306
Region 4 Headquarters PO Box 308, Westboro, MA 01581	508-366-2139
Massachusetts Highway Department	617-973-9500
Massachusetts National Guard	617-782-7842
Massachusetts State Emergency Response Commission (SERC) 400 Worcester Rd., Framingham, MA 01702-5399	800-982-6846
Massachusetts State Police	508-820-2121
Troop A Headquarters 485 Maple St., Danvers, MA 01923	978-538-6000
Troop B Headquarters 555 North King St., Northampton, MA 01060	413-587-5500
Troop C Headquarters 612 Main St, Holden, MA 01520	508-829-8300
Troop D Headquarters 326 West Grove St., Middleboro, MA 02346	508-923-4000
Troop E Headquarters 668 South Ave., Weston, MA 02493	781-431-5068

Troop F Headquarters Logan Int'l Airport, Terminal "D", East Boston, MA 02128	617-567-2233
Troop H Headquarters 125 William Day Blvd., South Boston, MA 02125	617-740-7500
Massachusetts Water Resources Authority	617-391-5325
Metropolitan District Commission	617-272-5215
National Agricultural Chemical Association	513-961-4300
National Response Center (Washington)	800-424-8802
National Weather Service (Taunton)	508-823-2228
New England Life Flight	800-322-4354
Nuclear Incident Advisory Team (MA)	617-727-9710
Occupational Safety and Health Administration (OSHA) (US)	617-565-1161
Poison Information Center	800-682-9211
Regional Response Team	617-565-3424
Hazmat District 1 (Barnstable Fire Control)	800-564-7666
Hazmat District 2 (Boston Fire Control)	617-343-2880
Hazmat District 3 (Natick Fire Control)	508-647-9550
Hazmat District 4 (Chicopee Fire Control)	413-594-1600
Hazmat District 5 (Pittsfield Fire Control)	413-448-9770
Hazmat District 6 (Chelmsford Fire Control)	978-256-2541
US Army Corps of Engineers	978-318-8111
US Army Operations Center (Washington)	703-697-0218
US Bureau of Explosives	202-835-9500
US Chemical Safety Investigation Board	202-261-7600
US Coast Guard	617-223-3000
US Marshals Service	617-223-9721
US Nuclear Regulatory Commission (Region 1 office) Headquarters Public Documents Room	610-337-5000
Gelman Building, Lower Level, 2120 L St. NW, Washington DC 20037	800-368-5642
US Secret Service	617-565-5640

VI. PUBLIC SAFETY GROUPS

A. Administration

Eastern States Exposition is a "Not-for-Profit" Corporation committed to excellence in providing year-round opportunities for the development and promotion of agriculture, education, industry and family entertainment while preserving our New England heritage.

The Exposition consists of a large group of volunteer Trustees who elect a Board of Directors, who in turn hire a President. The President is responsible for the total operation of the Exposition. The professional staff is organized into five major departments.

- The Operations Department is responsible for Security and First Aid and acts as a liaison with the Police and Fire Departments. The Operations Department is also responsible for all repairs, maintenance, equipment, utilities and various materials. They would respond to provide electricians for power outages, emergency equipment, knowledge of the location of hazardous materials and to

assist with crowd control and emergency and medical vehicles.

- The Marketing Department is responsible for Communications, Information and Lost People and acts as a liaison with the media.
- The Agriculture/Education Department is responsible for all animals and educational and youth programs and exhibits, including Storrowton Village Museum. They would respond to assist with animal issues and building evacuation, youth evacuation and crowd control.
- The Sales Department is responsible for all commercial exhibitors, concessionaires and the Avenue of States and Midway. They would respond to assist in evacuation of buildings and crowd control. The office staff would take an active part in emergency response including being assigned as messengers, guides, monitors of buildings, caring for aged and disabled persons and manning phones.
- The Finance Department is responsible for the gates.

B. POLICE DEPARTMENT

The Exposition contracts with the West Springfield Police Department to provide uniformed traffic officers and plain clothes detectives. The detectives patrol the fairgrounds to assure compliance with all town and state laws, investigate crimes and maintain law and order. The Police Department, directed by the Chief and operating under their standard operating procedures, is in charge of all civil disturbances. All other groups are available to assist as needed.

C. FIRE DEPARTMENT

The Exposition contracts with the West Springfield Fire Department to provide personnel and equipment. The Town Fire Marshall provides inspection services and enforces all fire codes and regulations. In the event of fire, the Fire Department directed by the Chief and operating under their standard operating procedures is in charge. Any disaster that would require the implementation of the Hampden County Multi-Casualty Incident Response Plan would be under the control of

the Fire Department. All other groups are available to assist as needed.

D. SECURITY DEPARTMENT

The Exposition employs uniformed West Springfield Special Police to patrol the fairgrounds during The Big E. These officers have the required certification and are under the direction of the West Springfield Chief of Police. Minor civil disturbances are handled by this group.

E. FIRST AID DEPARTMENT

The Exposition has on-site first aid and medical services during The Big E. This group responds to scenes of medical emergencies and provides any off-site evacuation of injured persons. A major medical emergency would be directed by the West Springfield Fire Department.

VII. GENERAL GUIDELINES

A. Prevention

Continually check your area for potential hazards, such as a hole in the pavement, exposed wires, patrons under the influence, etc. and alert or report to the Director of Operations.

B. How to React in All Emergencies

1. Remain calm, do not panic
2. Notify the appropriate department (Security, Fire, First Aid)
3. Give specific location and details.
 - What building
 - What door
 - What street
 - What direction
 - What gate
4. Notify your immediate supervisor
5. If necessary, evacuate the building or area
6. If necessary, turn off gas, electric, water

7. Make the injured comfortable, do not move
8. Secure the building or area
9. Remain in your assigned position.
10. Assist Emergency Response Team
11. Do NOT discuss the incident with anyone other than the Emergency Response Team. Respond to questions saying, "I am sorry, but I am not qualified to answer **your** questions." Refer all those questioning, particularly media, to the Marketing Department.

C. Command Center

In a disaster situation, Security, located in the Hampden County Building near Gate #3 (Press Gate) will be the Command Center. The Alternate Command Center will be the President's office in the Brooks Building.

D. Security

The Security Supervisor will dispatch Security personnel as needed to an incident scene and will notify the Director of Operations of any emergency. The Director of

Operations will notify key Exposition personnel. An incident logbook will be maintained. Security will maintain radio contact with Police and Fire and assist them as requested. Security will supervise traffic flow to facilitate access of emergency vehicles to the scene of the incident.

E. First Aid

The First Aid Supervisor will dispatch medical personnel to an incident scene as requested and will notify the Director of Operations when doing so. The Director of Operations will notify key Exposition personnel. An incident logbook will be maintained.

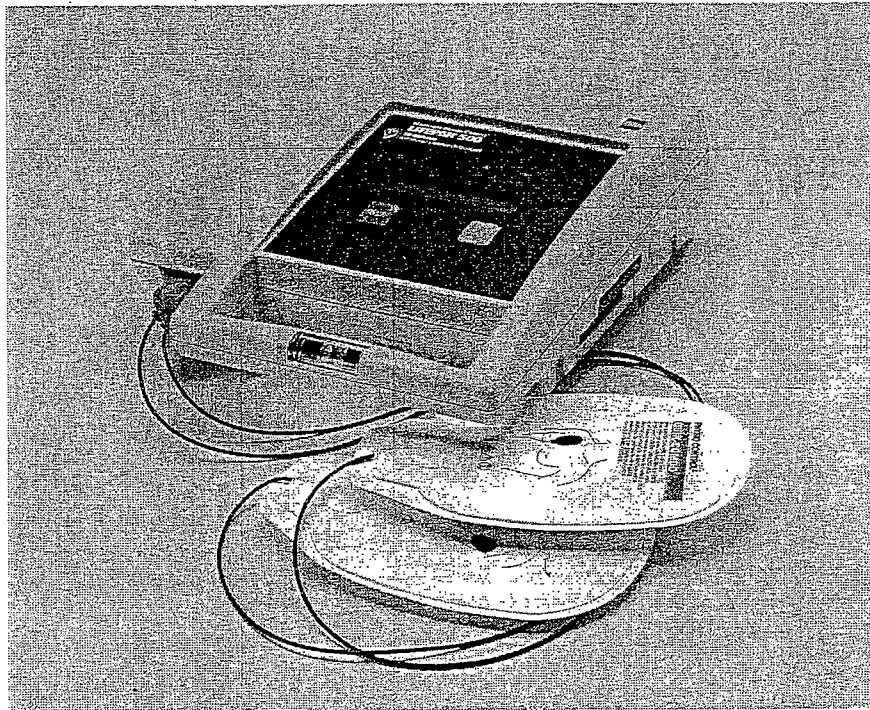
The Eastern States Exposition has a Lifepak 500 AED (Automated External Defibrillator). This unit is stored in the Brooks Building Lobby closet across from the Receptionist's desk. Full-time employees of Eastern States Exposition in the Operations Department and Sales Department are CPR/AED trained and each year, participate in a review course.



Medtronic
PHYSIO-CONTROL

LIFEPAK[®] 500

Automated External Defibrillator



F. Maintenance

The Director of Operations will oversee all Operations personnel and coordinate with the Vice President. He will direct the use of all Exposition equipment and materials, such as tractors, forklifts, metal barriers, concrete barricades, etc. (see equipment list on pages 29-30). He will facilitate the access to any emergency area.

G. Administration

In case of an emergency, the President will remain in his office or at the command center, unless his presence at the scene is deemed to be necessary. He will be responsible for all statements and releases to the media. These statements will be created with the assistance of the Director of Marketing. The Communications Manager will oversee the operation of the switchboard. No information will be given out until authorization has been given by the President. When available a list of injured and their location will be given to operators. This information will be available to family members only.

H. Midway

The Midway has trailer-mounted generators that can be used in a power emergency. The Midway Operator will immediately notify the Security Department of any emergency, as well as the President. The Midway will provide technical expertise concerning rides and will assist Police, Fire, First Aid and Security as necessary.

VIII. ACTION TO BE TAKEN

In the event of an actual or imminent emergency situation, the most important thing to remember is to BE CALM! An Emergency Response Team (see pages 6-7) member must be contacted immediately by radio or telephone. Those reporting will give as much information as possible, such as emergency type, location, injuries, etc.

The first responding team member will be the incident coordinator until relieved by the appropriate Principal Coordinator.

In case of fire, call:

1. Fire Department – 911 – Tell them there is a fire and give specific location; i.e., building name, door number.
2. Security – 205-5253 – Give them the same information.

The Security Supervisor will contact the appropriate Exposition emergency coordinators.

3. Clear the immediate area and try to contain a small fire with fire extinguishers.

In case of accident or injury, call:

1. First Aid – 205-5250 – explain that there has been an accident, give the exact location and report the extent of injuries.
2. Security – 205-5253 – give the same information
3. Tell the people help is on the way
4. Clear the immediate area

In case of civil disturbance, call:

1. Security – 205-5253 – explain the nature of the disturbance, the exact location and the number of persons involved.
2. Do not get involved with people.

In case of other emergency or disaster, call:

1. Security – 205-5253 – explain the nature of the emergency and the exact location.

In case of a trip or fall:

1. Ask if person needs assistance
2. Help is on the way
3. If they refuse, suggest they visit First Aid

4. Make note of the incident, with name of individual, date and time. Complete an incident report

In case of a Bomb Threat complete "Bomb Threat"

sheet

1. Get as much information as possible
2. Call Security

IX. COMMUNICATIONS SYSTEMS

A. Telephones

The Exposition is served by Valley Communications. This system requires dialing "9" first for an outside line and allows for calling around the grounds by using only the last "4" digits of a number. Many phones do not have the capability to call off grounds and the operator can be called by dialing "0" to make such a call between 7:00 a.m. and 11:00 p.m., or call Security at 205-5253. A fairtime telephone directory should be in each work area. Emergency numbers should be posted near all telephones. Make sure you are familiar with the telephone and all emergency numbers. In the event of an electrical disaster, dial "*8" instead of "9".

B. Two-Way Radios

The Exposition owns and rents many two-way radios for use by Exposition personnel. The base station is located at the Operations (or shop) building. Follow appropriate procedures when using a radio. Make sure the channel is clear, press the button and pause, identify

yourself and who you are calling (Unit 41 calling Unit 40). When finished, sign off (Unit 41 clear). In the case of an emergency do not use the radio for routine communications. The channel should remain clear and used by the ERT. Furthermore, communications that are sensitive in nature should be transmitted via telephone whenever possible. The public and the media have the ability to monitor Eastern States Exposition radio transmissions. Therefore, be conscious of what message you are broadcasting over the airwaves.

C. Public Address System

The Exposition has an extensive public address system that is used to communicate to the general public about various activities. This system is based in the Coliseum and could be used in an emergency. Although far reaching, the public address system does not cover all areas of the grounds. It does not cover the midway or the parking areas. Any message related to a disaster must be approved by the President or Director of Marketing and given by an

authorized Sound Technician. From time to time, other departments (Security and First Aid) may wish to make announcements. The Director of Operations must approve these announcements.

D. Building Evacuation

In the event of a fire, building evacuation would be accomplished by pulling the fire alarm box located at every door of all our public buildings. The alarm would alert the Fire Department who would respond and take control of the situation. In the event of a bomb threat or other potential threat, police would be called and the President of the Exposition and the Chief of Police would decide whether to evacuate the building or not. If the decision to evacuate the building is made, our Security Department would handle clearing and securing the building.

X. AMENDMENT TO THE PLAN

This plan of Eastern States Exposition shall be reviewed and immediately amended, if necessary, whenever:

1. The plan fails in an emergency
2. The list of Emergency Response Team changes
3. The list of emergency equipment changes
4. There is any change in the operation or maintenance of the facility.
5. Any circumstance indicates the need for a change.

XI. EQUIPMENT AVAILABLE

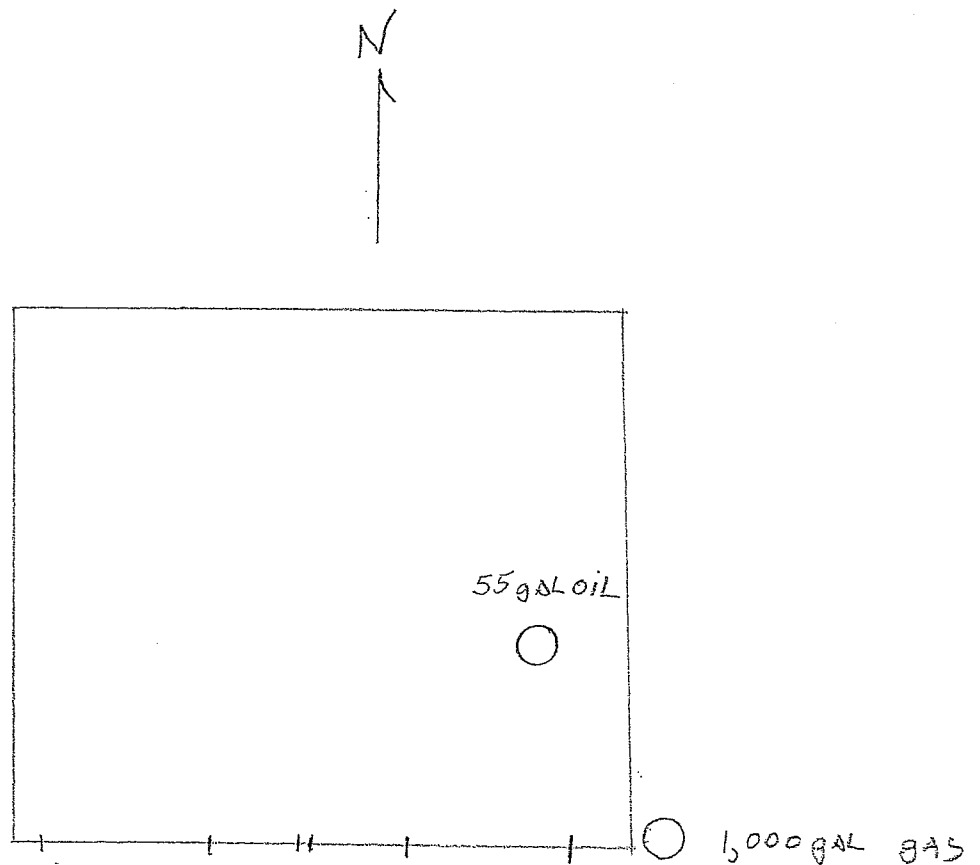
In the event of an emergency or disaster the following is a list of equipment owned by the Exposition that would be available:

- A.E.D. (Automated External Defibrillator)
- Portable Generator
- Golf Carts
- Power Washer
- Chain Saws (2)
- Forklift (3)
- Wet Vac (2)
- Snow Blower
- Motorized Man Lift
- Dump Trucks
- Pick-up Trucks
- Floor Jack
- Extension Ladders
- First Aid Kit
- Jack Hammer

- Acetylene Torch
- Air Compressor
- Metal Barriers (100)
- Concrete Barriers
- 15-passenger vans
- Flat Wagons (5)
- Tractors (2)
- Front End Loader
- Fire Hose (200 ft)
- Welder
- Various power and hand tools
- Snow plows

XII. HAZARDOUS MATERIAL STORAGE

- Operations Building
- Oil
- 1,000 gallon gas tank on west end of building
- Bottled gas and oxygen in west end repair area



XIII. MAPS OF GROUNDS AND BUILDINGS

The following includes maps of the total Exposition grounds and the major buildings showing exits, shut-off locations for electric, gas and water. Hand-held fire extinguishers are put out for all shows and are located on poles with a red band. Most buildings have pull boxes. These boxes are located at many doors and in all sprinkler chambers.

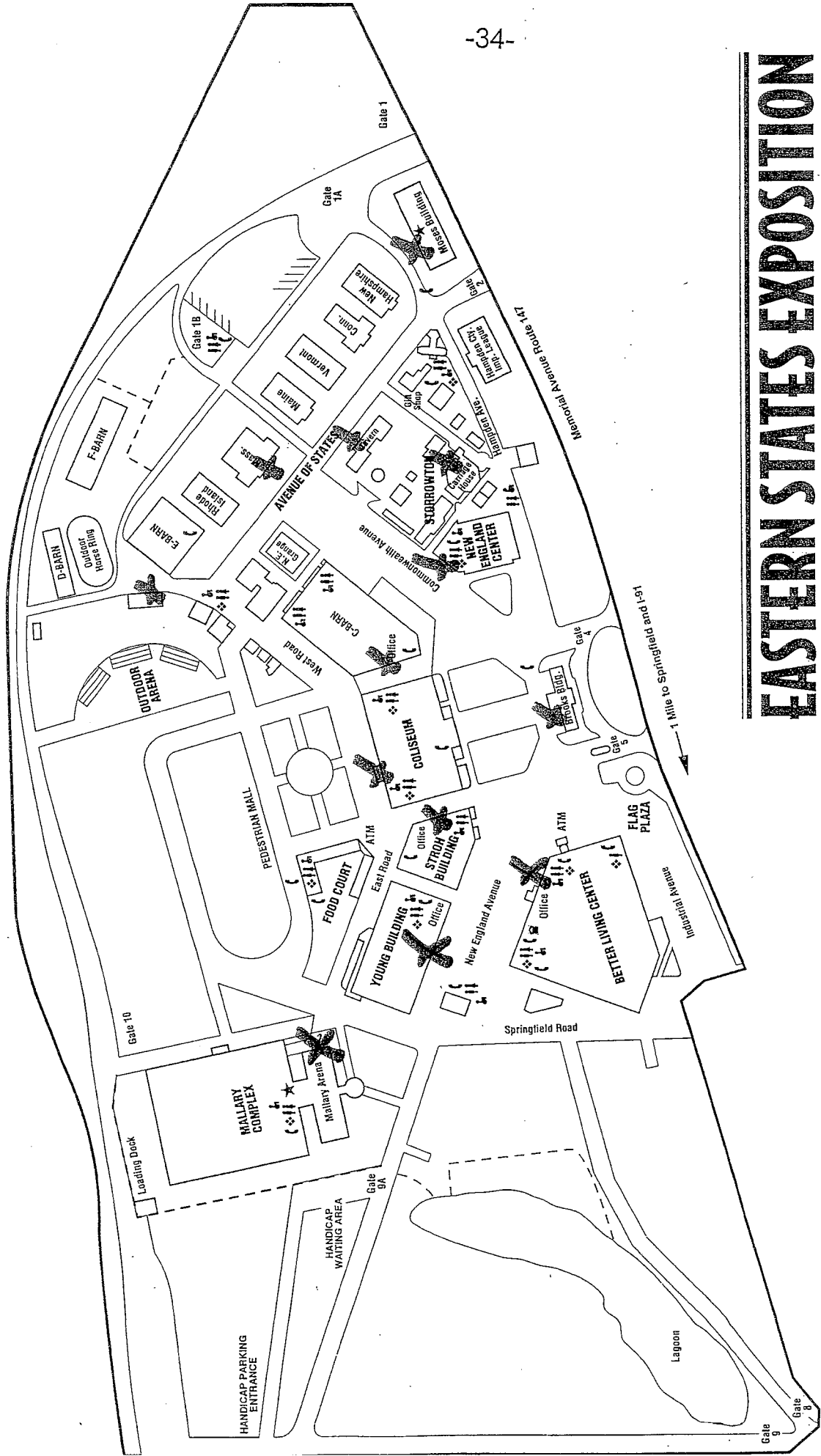
KEY: 0 - electric shut-off

X - pull box

(X) - sprinkler shut-off

- A. Better Living Center – Sprinklers, pull stations, extinguishers
- B. Young Building – Sprinklers, pull stations, extinguishers
- C. New England Center – Sprinklers, pull stations, extinguishers
- D. Coliseum – Sprinklers, pull stations, extinguishers
- E. Mallary Complex – Sprinklers, pull stations, extinguishers
- F. Farm-A-Rama (Stroh Building) – Sprinklers, pull stations, Extinguishers.
- G. “C” Barn – Sprinklers, pull stations, extinguishers
- H. Carriage House – Sprinklers, pull stations

- I. Moses Building – Sprinklers, pull stations.
- J. Each building in Storrowton Village has at least one fire extinguisher.



EASTERN STATES EXPOSITION

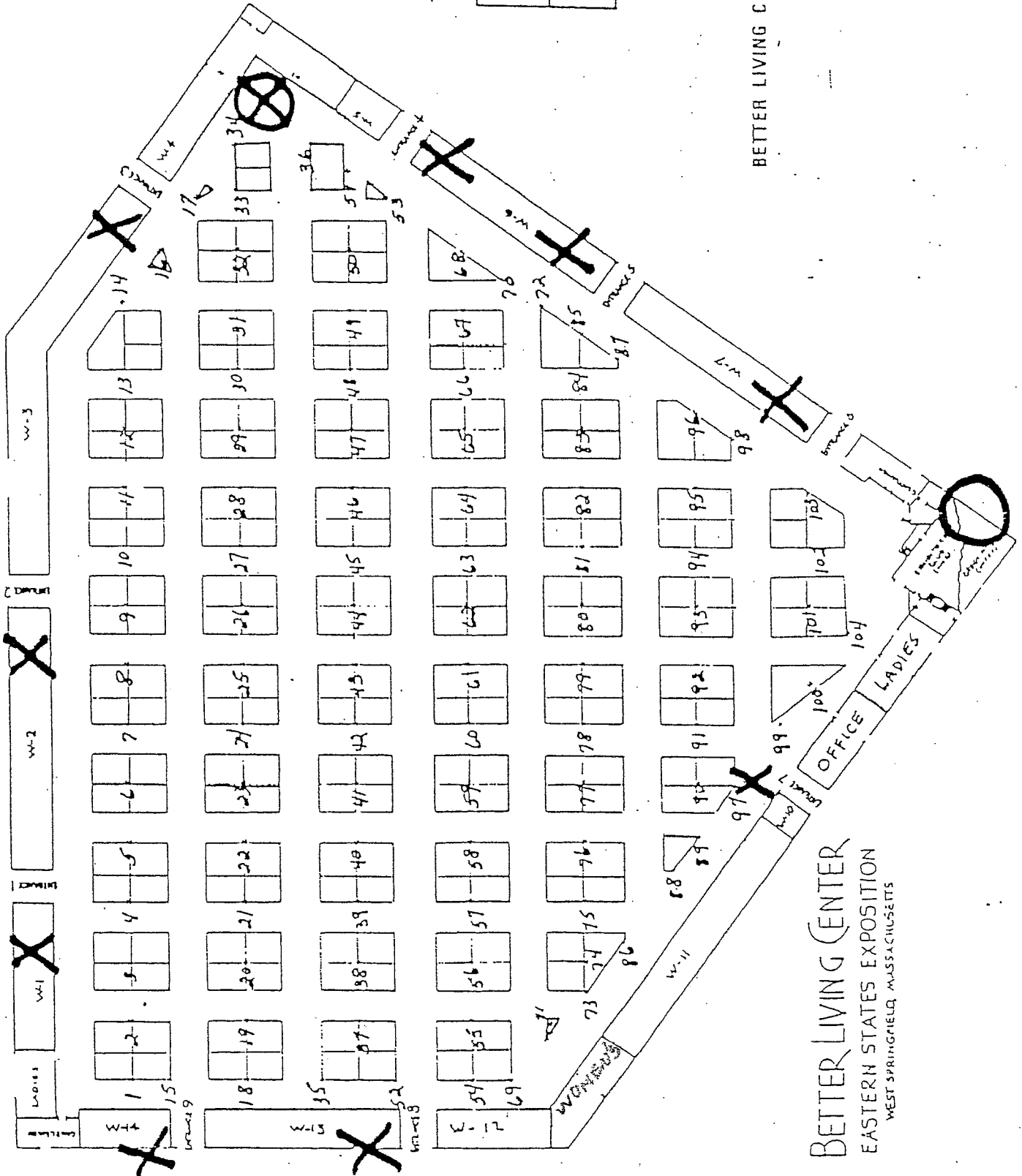
1305 Memorial Ave., West Springfield, MA 01089 • 413-737-2443

- ☎ Telephones
- ☎ TTY Telephone
- ♿ Restrooms
- ♿ Baby Changing Station
- ♿ Handicap accessible
- ★ Unisex Handicap Restrooms

X - CITY FIRE BOX

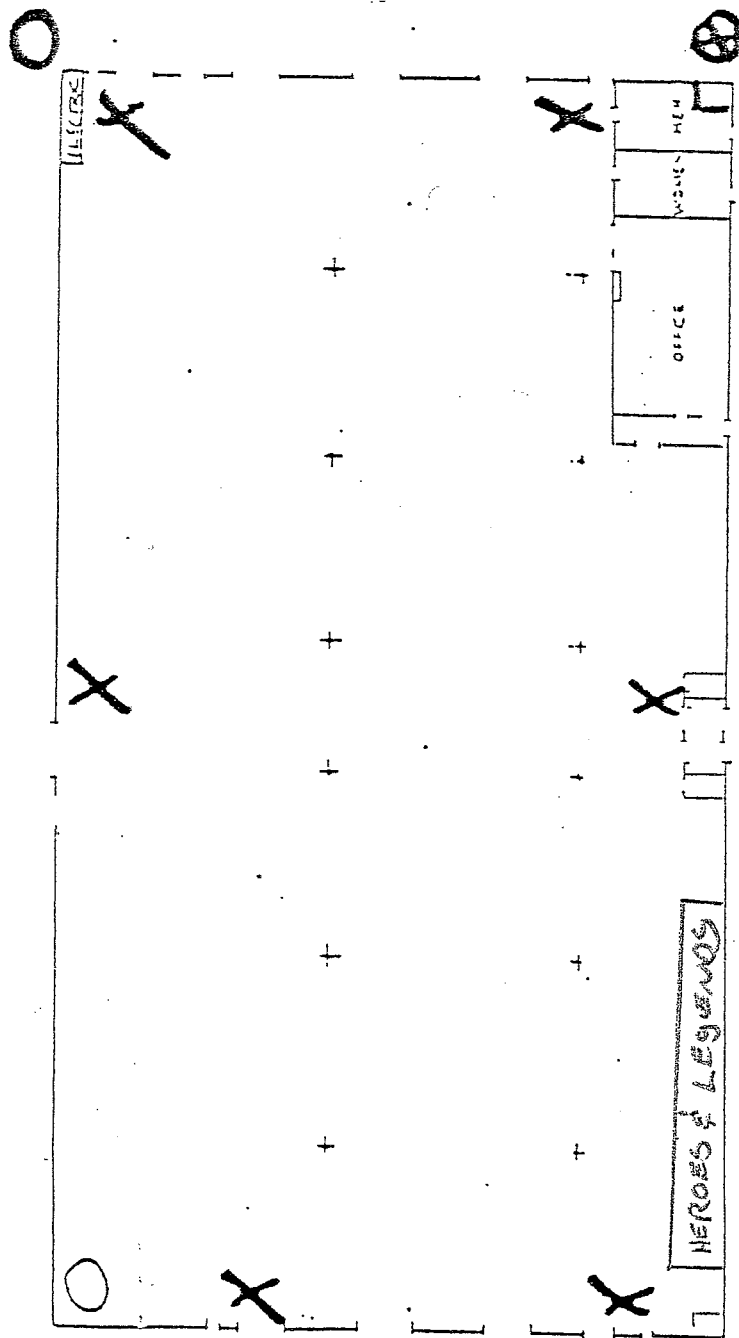
Sections

A	B
C	D



BETTER LIVING CENTER

BETTER LIVING CENTER
EASTERN STATES EXPOSITION
WEST SPRINGFIELD, MASSACHUSETTS



YOUNG BUILDING
 EASTERN STATES EXPOSITION
 1305 MEMORIAL AVE WEST SPRINGFIELD, MASS

1/2

NEW ENGLAND CENTER

⊗

WOMEN

MEN

CREAM PUFF AND
PASTRIES

X

X⁰⁰

X

SCALE: 1/8" = 1'-0"
ROOM NO. 1111
FLOOR: 1111

CONTRACTOR: [illegible]
NO. OF LIBRARY IS: [illegible]
FLOOR NO. OF LIBRARY: [illegible]
FLOOR NO. OF LIBRARY: [illegible]
FLOOR NO. OF LIBRARY: [illegible]
FLOOR NO. OF LIBRARY: [illegible]

00-0111-1111-1111

DIAGRAM

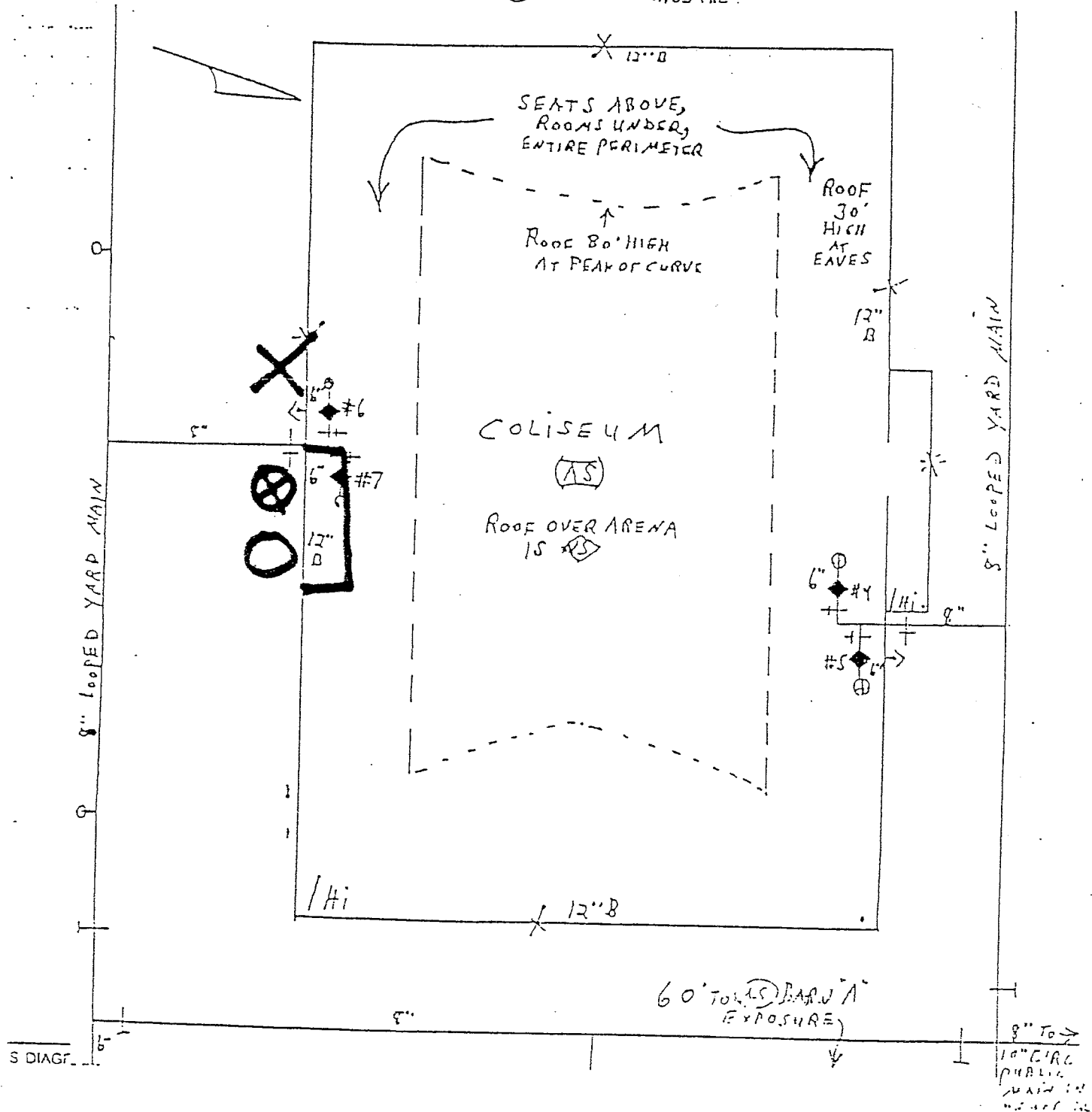
-38-

Report No.: 20-6340D
Area/Risk ID: 20611076403
Date: 1-24-90
Scale: 1"=50'

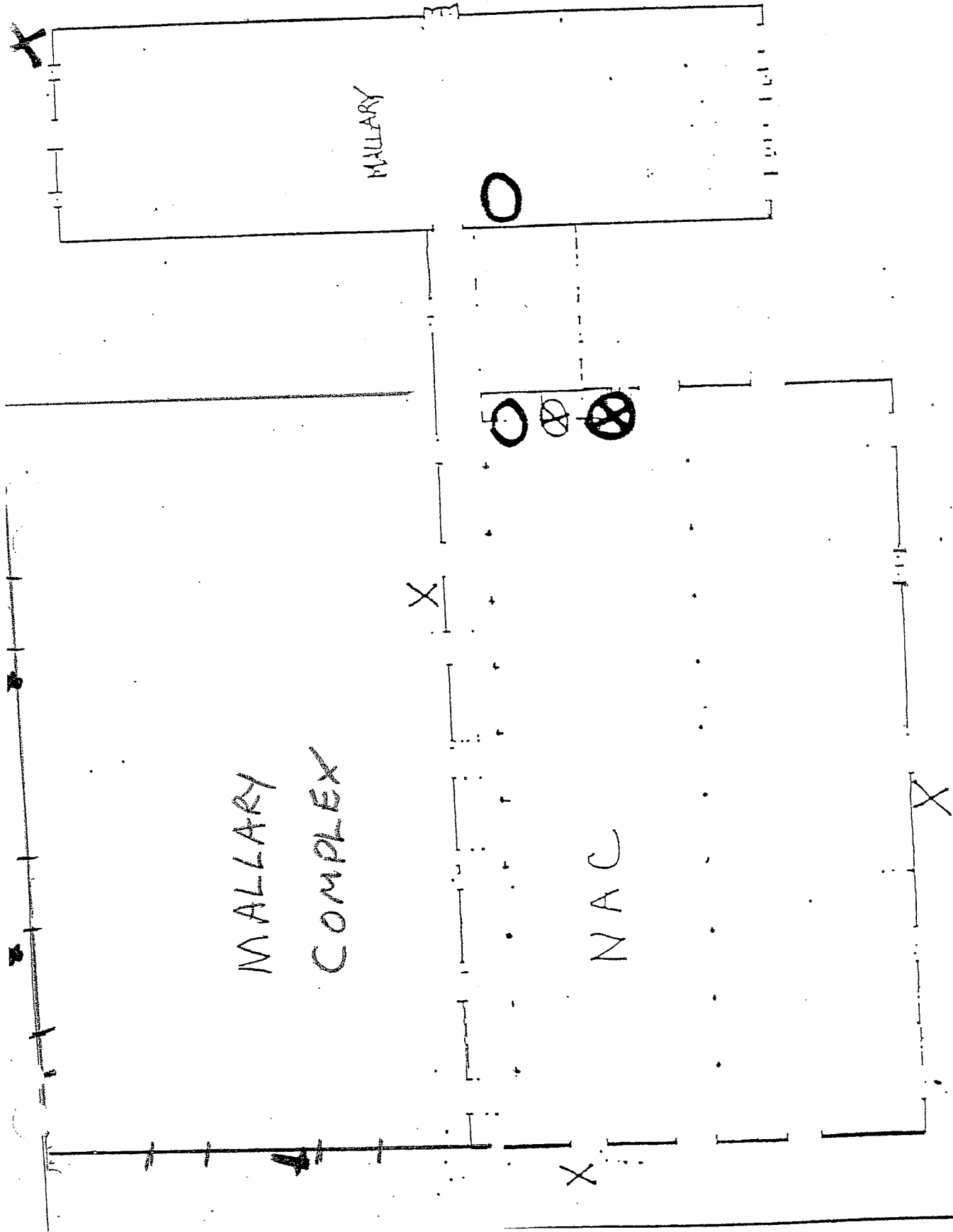
Name: EASTERN STATES EXPOSITION (COLISEUM)
Address: 1305 MEMORIAL AVE.
City/Co.: WEST SPRINGFIELD, HAMPDEN CO.
State: MASS. 01089

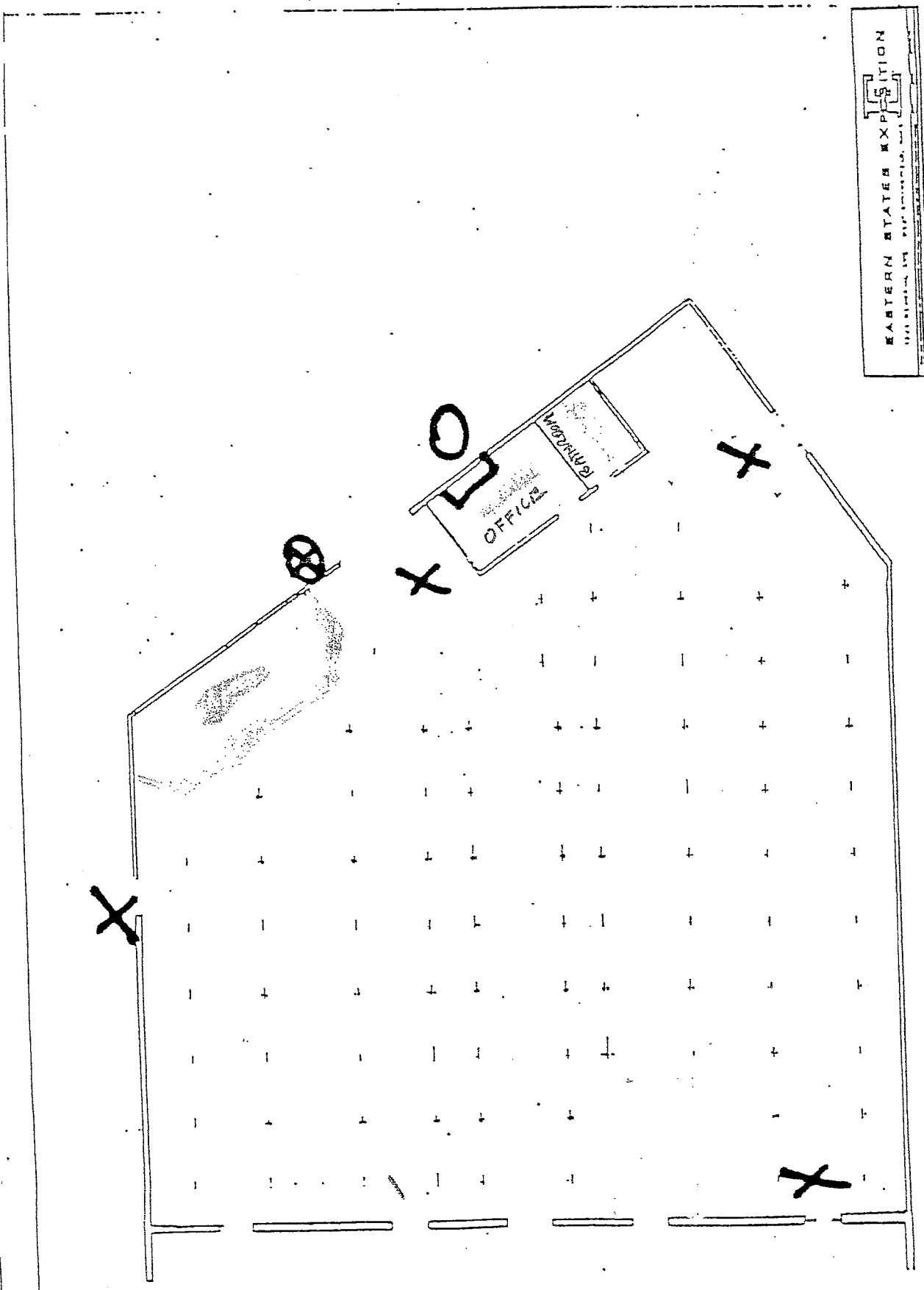
SKETCH TO SCALE $\frac{1}{50}$
SCALE 1" = 50 FT

60' TO (AS) BARN "C" EXPOSURE



NAC
ESTERY





EASTERN STATES EXPOSITION
1911
EXHIBIT BUILDING 'A'

SCALE 1/4" = 1'

1
2
3
4
5
6
7



18	17
19	16
20	15
21	14
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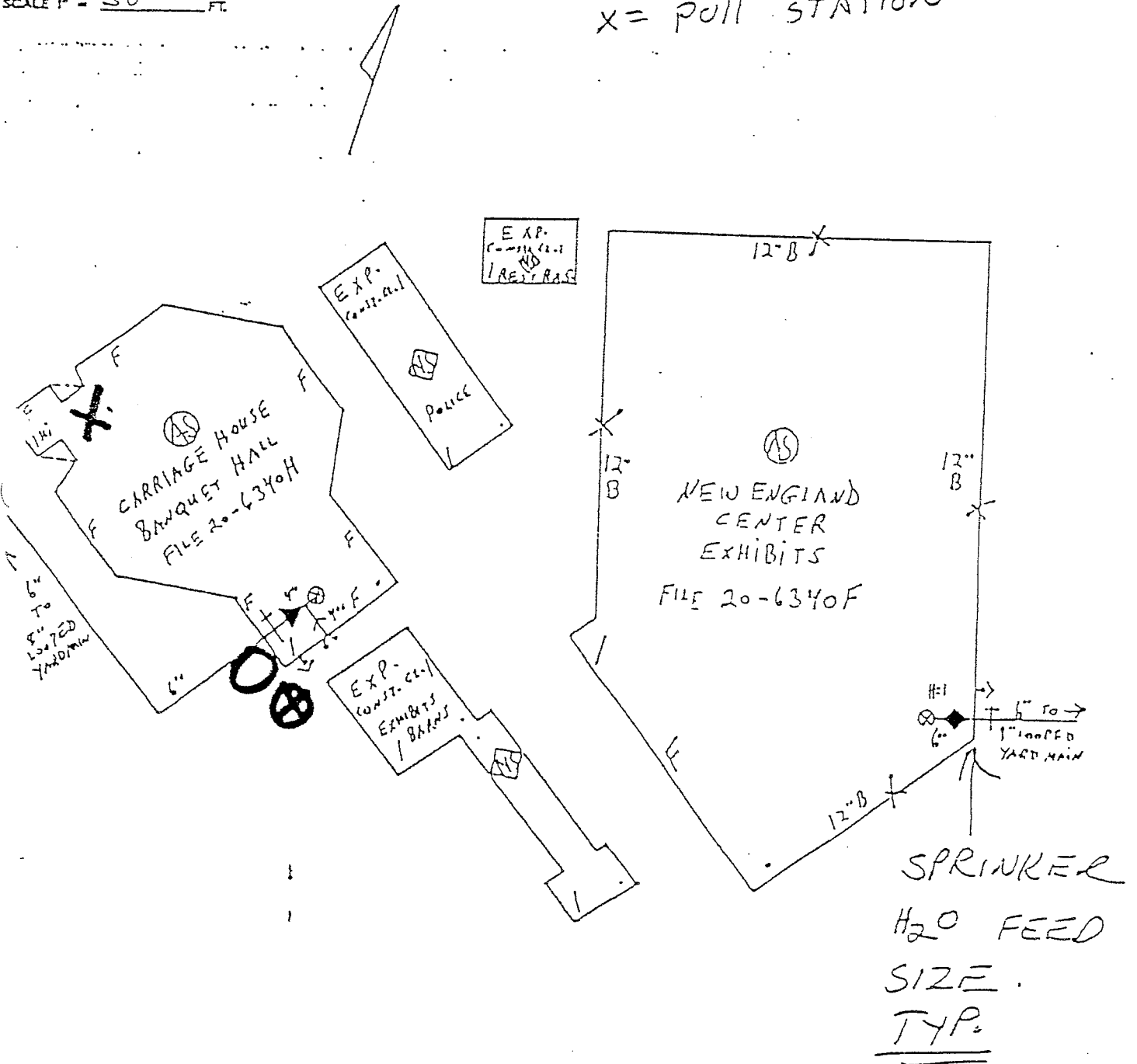
Report No.: 20-6340F
Area/Risk ID: 20611076405
Date: 1-24-90
Scale: 1"=50'

Name: EASTERN STATES EXPOSITION (N.E. CTR)
Address: 1305 MEMORIAL AVE.
City/Co.: WEST SPRINGFIELD, HAMPDEN CO.
State: MASS. 01089

SKETCH TO SCALE $\frac{1}{2}$ M

SCALE 1" = 50 FT.

X = PULL STATION



Area/Risk ID: 20611076407

Address: 1305 MEMORIAL AVE.

Plate: 1-24-90

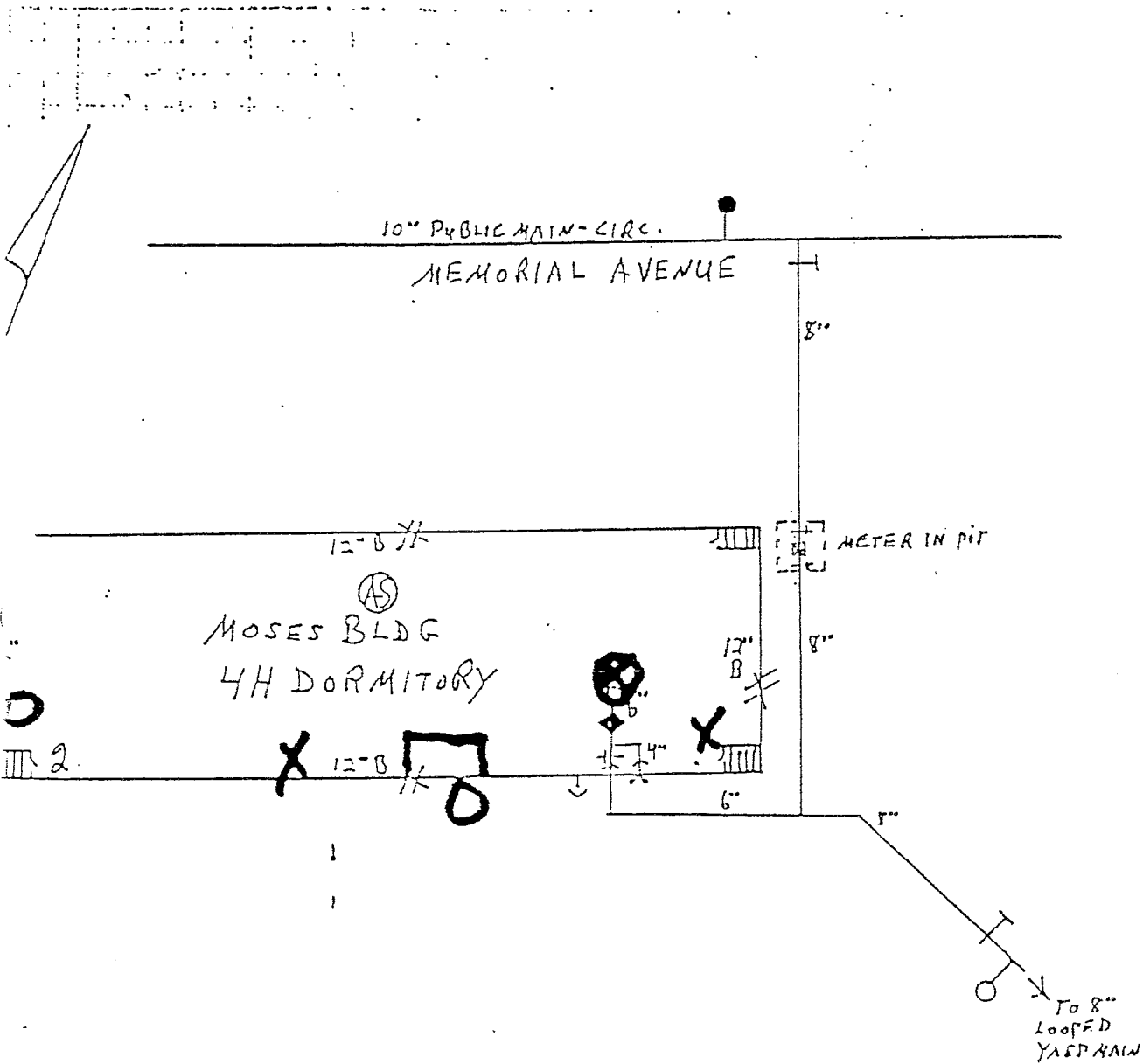
City/Co: WEST SPRINGFIELD, HAMPDEN CO.

Scale: 1"=50'

State: MASS. 01089

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SCALE 1" = 50' FE



XIV. WEST SPRINGFIELD -

LOCAL EMERGENCY PLANNING COMMITTEE

In response to the Department of Homeland Security West Springfield organized a Local Emergency Planning Committee for the City. Its first meeting was held on March 8, 2004 in the Mayor's office. Sgt. Gerard Connor was elected Chairman and Gerard Kiernan was elected Treasurer. Attached is a list of committee members and the bylaws of the committee.

In the event of an emergency at Eastern States Exposition, the Chairman would report to the Command Center at the Hampden County Improvement League building and follow the established protocol necessary to bring in local, state and federal agencies as needed to handle the situation.

Local Emergency Planning Committee

Jeff Auer - Water Systems Manager-DPW
Work-263-3230
Cell-204-3181
E-mail - Jauer@west-springfield.ma.us

Bruce Augusti - MEMA Representative
Work-413-323-6306 or 1-100-982-6846
Cell-413-329-7409
Pager 508-899-5970

David Barkman - Fire Chief
Work-413-263-3223
Cell-413-246-0992
E-mail - dbarkman@west-springfield.ma.us

Thomas Burke - Police Chief
Work-413-263-3216
Cell-413-246-0991
E-Mail - tburke@west-springfield.ma.us

Gerard P. Connor - Police Sergeant Emergency Management - **Director**
Work-413-263-3340
Cell-413-246-0994
E-mail - Gconnor@west-springfield.ma.us

Jim Croning - CSX Railyard
Work-413-785-4300
Cell-860-539-4696
E-mail - jimcronin@csx.com

Jack Dowd - Department of Public Works, Director
Work-413-263-3231
Cell-413-246-0993
E-mail - jdowd@west-springfield.ma.us

Edward J. Gibson - Mayor
Work- 413-263-3041
Cell-246-0989
E-mail - mayored@west-springfield.ma.us

Tanu Hoque - GIS Coordinator
Work-413-263-3070
E-mail - thoque@west-springfield.ma.us

Gerard Kiernan – Eastern States Representative - **Treasurer**
Work-413-205-5006
Cell-413-237-6932
E-mail – gkiernan@thebige.com

Albert Laboranti – Health, Director
Work-413-263-3205
E-mail – alaboranti@west-springfield.ma.us

Suzanne Marotta, School Department, Superintendent
Work 413-263-3296
marotta@wsps.org

Kim Marsili – Con Ed Power Energy
Work-413-730-4745
Pager-1-800-759-8888

Kevin McQuillan – Acting Assistant Superintendent of Schools
Work-263-3298
E-mail – mcquillan@wsps.org

Thomas Sady – Deputy Fire Chief
Work-413-263-3200
tsady@west-springfield.ma.us

Daniel Culver – Deputy Fire Chief – **Vice Chairman**
Work-263-3223

Hubert Reese – West Springfield Police Officer
Work-263-3210

Vincent DeSanti – Public Works Operations Superintendent - **Secretary**
Work-263-3246
E-mail – vdesanti@west-springfield.ma.us

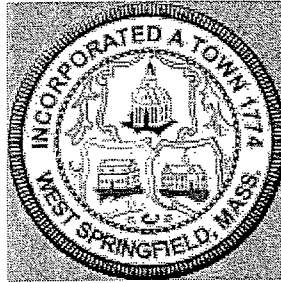
**TOWN OF WEST SPRINGFIELD
EMERGENCY MANAGEMENT DEPARTMENT**

Gerard P. Connor, Emergency Management Director

Monday, March 08, 2004

The following communities abut The Town of West Springfield as active L.E.P.C.'s:

City of Town	Emergency Management Director	Phone Number
Agawam, Town of	Chet Nicora	413-786-4767
Chicopee, City of	Jeff Trask	413-594-1500
Holyoke, City of	Alan Straton	413-534-2162
Springfield, City of	James Controvich	413-787-6720
Westfield, City of	Robert Sorell	413-786-4767



**BY – LAWS
OF
WEST SPRINGFIELD
LOCAL EMERGENCY PLANNING COMMITTEE**

**ARTICLE I
NAME - LOCATION**

Section 1. The name of the organization: West Springfield Local Emergency Planning Committee

Section 2. The principal office of the organization shall be located at the West Springfield Town Hall, 26 Central Street, West Springfield, MA 01089.

**ARTICLE II
PURPOSES**

Local Emergency Planning Committee will be the focal point for implementing the requirements of the Emergency Planning Community Right to Know Act of 1986.

The Committee will deal with the hazardous substances within our community to protect public health and safety and the environment from chemical hazards.

The Local Emergency Planning Committee will meet this obligation by gathering and analyzing information to formulate a response plan.

The response plan will be exercised annually and evaluated for effectiveness.

The Committee will deal with public inquiry about hazardous substances and make every effort to educate the public about the inherent dangers related to them.

**ARTICLE II
MEMBERSHIP**

Section 1. The membership shall consist of at least one representative of each of the following agencies: Law Enforcement, Fire Service, Public Health, Department of Public Works, Emergency Management, State Elected Official or Local Elected Official, Emergency Medical Services, Hospitals, Community Groups, Media, Local

Environment, Members from Local Business and Industry and Transportation Industry. The Local Elected Official shall appoint the membership of the Committee at the beginning of each year. The Committee shall elect a Chairperson, Vice Chairperson, Secretary and Treasurer. The elected Chairperson will chair the Committee. The term served by all Committee members shall be indefinite and at the discretion of the Committee. All members shall serve without compensation. The Chairperson shall appoint special subcommittees to meet the specific objectives of the Local Emergency Planning Committee. The term of the subcommittee members will terminate upon the completion of the assignment. Each subcommittee shall appoint one member to act as Chairperson of that subcommittee.

ARTICLE IV **MEETINGS OF MEMBERS**

Section 1. Location: Meetings of the Committee shall be held within the Commonwealth of Massachusetts.

Section 2. General Meetings: General meetings of the Local Emergency Planning Committee shall be held at a minimum of four (4) times per year and more often as deemed necessary by the Chairperson. These meetings will be held at a location designated by the Chairperson. In the event that an emergency meeting is necessary, the Chairperson shall be responsible for making all notifications. All general meetings are public and an open door policy is in effect.

Section 3. Notice: The Secretary shall notify all Committee members prior to each meeting. In addition, all meeting notices will be posted at the Town Hall at least 48 hours prior to the meeting and a copy of the notice given to the Town Clerk. It will be the responsibility of the Chairperson to set the agenda for the meeting. All meeting notifications and public postings will list the meeting agenda.

Section 4. Annual Meeting: The annual meeting of the Committee shall be held at a date and time that is agreed upon by the Committee.

ARTICLE V **OFFICERS**

Section 1. Officers: The officers of the Committee shall be chosen by the members of the Committee at its Annual meeting and shall serve for a one (1) year term or until their successors are chosen.

Section 2. The Chairperson. The Chairperson shall preside at all meetings of the Committee. The Chairperson shall have the general charge of business affairs and property of the Committee, general supervision over its officers and agents and performs all usual duties of the office. The Chairperson shall see that all resolutions of the Committee are carried into effect.

Section 3. Vice Chairperson: the Vice Chairperson shall, in the absence of the Chairperson or in the event of disability, perform the duties and exercise the power of the

Chairperson and shall generally assist the Chairperson in performing such other duties as from time to time as may be assigned by the Chairperson.

Section 4. Treasurer: The Treasurer is subject to the direction of the Committee and under the supervision of the Committee. The Treasurer shall have general charge of the financial concerns of the Committee and the care and custody of the funds and valuable papers of the Committee and shall have the power to endorse, deposit or collect all notes, checks, drafts and other obligations for the payment of money payable to the Committee or its order and to accept drafts on behalf of the Committee. The Treasurer shall keep or cause to keep accurate books of account, which shall be the property of the Committee which shall be constantly open to the inspection of each officer and member of the Committee and shall render or cause to be rendered to the Committee at least once a year a balance sheet showing the assets and liabilities of the Committee.

Section 5. Secretary: The Secretary shall be a resident of Massachusetts unless the Committee shall have a duly appointed resident agent. The Secretary shall give or cause to give notice of special meetings of the Committee. The Secretary shall keep a record of the membership of the Committee and shall keep minutes of the meetings of the members. He/she shall also send copies of the minutes of all meetings to the members and shall also see that the books, reports, statements and other documents required by law are kept properly in the file.

ARTICLE VI **SUBCOMMITTEES**

Section 1. The Chairperson shall appoint members and a Chairperson to meet specific objectives of the Local Emergency Planning Committee.
Section 2. Term of the Subcommittee: The term of the Subcommittee will terminate upon the completion of the assignment.

ARTICLE VII **AMENDMENTS**

Section 1. The Committee shall have the power to make, alter or repeal these By-laws and to adopt new By-laws by affirmative vote of the majority of the Committee provided that such notice of the proposal to make, alter or repeal these By-laws or to adopt new By-laws was included in the notice of the meeting to the Committee.

16. DEFINITIONS

Aerosol Container: Is a metal can, up to a maximum size of 4 fluid ounces, that is designed to dispense a aerosol product.

Aerosol Warehouse: Is a building used for warehousing aerosol products.

Alpha Radiation: The least penetrating type of nuclear radiation; not considered dangerous unless alpha-contaminated particles enter the body. (FEMA-SS)

Background Radiation: Nuclear (or ionizing) radiation arising from within the body and from the surroundings to which individuals are always exposed. (JP 1-02)

Bacteria: Single-celled organisms that multiply by cell division and can cause disease in humans, plants or animals. Examples include anthrax, cholera, plaque, tularemia and Q fever. (DPC)

Biological Agent: Living organisms, or the material derived from them, that cause disease in, or harm, humans, animals, or plants, or cause deterioration of material. Biological agents may be found as liquid droplets, aerosols, or dry powders. A biological agent can be adapted and used as a terrorist weapon, such as anthrax, tularemia, cholera, encephalitis, plaque, and botulism. There are three different types of biological agents: bacteria, viruses and toxins. (FEMA-SS)

Biological Weapons: are regarded as infectious agents or toxins, which are pathogenic to man. These may include numerous naturally occurring viruses, bacteria or fungi previously known to science as well as genetically engineered organisms previously unknown to man. These substances possess the common ability to kill or incapacitate large numbers of people. Biological weapons are defined as any microorganism, virus, infectious substance or toxin, capable of causing death, disease or other biological malfunction in a human, animal, plant or other living organism. Toxins are poisonous substances produced by a living organism, but in some cases can also be man-made. The danger of biological weapons is amplified by the fact that exposure to the agents would probably not be diagnosed until symptoms appeared. Comprehensive quick field detection and identification methods do not currently exist for these agents. Not only may an accurate diagnosis be difficult to quickly accomplish, but the value of medical treatment for some agents may be diminished once symptoms have developed. Personal protection generally consists of immunization or the application of some other post-incident medical treatment, such as the use of antibiotics. A chemical protective mask also protects personnel from biological agents. (FBI CBCP)

Blasting Agent: Any material or mixture consisting of a fuel and oxidizer intended for blasting or otherwise classified as an explosive, in which none of the ingredients are classified as explosives, provided that the finished product as mixed and packaged for use or shipment cannot be detonated by means of a #8 test blasting cap when unconfined. Materials or mixtures Transportation regulations shall be included in this definition.

Blister Agent: A chemical agent, also called a vesicant, which causes severe blistering and burns to the eyes, skin and tissues of the respiratory tract. Exposure is through liquid or vapor contact. Also referred to as mustard agents; examples include mustard and lewisite. (FEMA-SS)

Blood Agent: A Chemical agent that interferes with the ability of blood to transport oxygen and causes asphyxiation. These substances injure a person by interfering with cellular respiration (the exchange of oxygen and carbon dioxide between blood and tissues). Common examples are hydrogen cyanide and cyanogen chloride. (FEMA-SS)

Breaking Devices: Those mechanical weapons, which encapsulate the agent and release when broken. They are optimally constructed from common items such as light bulbs, balloons or the most bottles and by inserting the agent and sealing the device. The "loading process" is dangerous, and as risky to the terrorist as to the target. (RAC)

Bursting/Exploding Devices: Mechanical devices, which employ an explosive to break the agent container and disseminate the agent. These devices are usually configured with the explosive at one end of a tube, with the explosion forcing the agent out the other end, or the explosive surrounded by the agent. Bursting devices always have an agent reservoir, a chamber for the explosive, and usually employ either a timer or a command detonation switch. These devices pose a wider area hazard than either the surgical strike or breaking devices, and may produce a larger downwind hazard area due to the increased amount of agent involved and the explosive nature of the dissemination, if the blast and heat do not consume the agent. (RAC)

Carcinogens/Suspect Carcinogens: Substances, which produce or are suspected of producing or inciting cancer.

Chemical Agent: A chemical substance, which is intended for use in military operations to kill, seriously injure, or incapacitate personnel through its physiological effects. Excluded from consideration are riot control agents, herbicides, smoke and flame. (JP 1-02)

Chemical Weapon: The term means any weapon that is designed or intended to cause widespread death or serious bodily injury through the release, dissemination, or impact of toxic or poisonous chemicals or precursors of toxic or poisonous chemicals. (18 USC SEC 2332c)

Choking agents: cause damage to the tissues of the respiratory system and the eyes. In sufficient amounts, secondary infections can take place and in higher concentrations death occurs. A protective mask is sufficient to provide protection, provided that the atmosphere contains sufficient oxygen to support life. (FBI CBCP)

Chronic Radiation Dose: A dose of ionizing radiation received either continuously or intermittently over a prolonged period of time. A chronic radiation dose may be high enough to cause radiation sickness and death but if received at a low dose rate a significant portion of the acute cellular damage will be repaired. (JP 1-02)

Combustible Liquids: Any liquid having a flash point at or above 100 degrees F. subdivided as follows:

Class II: liquids shall include those having flash points at or above 100 degrees F. and below 140 degrees F.

Class III-A liquids shall include those having flash points a (or above 140 degrees F. and below 200 F.

Class III-B liquids shall include those liquids having flash points at or above 200 degrees.

COMPRESSED GAS:

- (a). A gas or mixture of gases having, in a container, an absolute pressure exceeding 40 psi at 70 Degrees F. or,
- (b). A gas or mixture of gases having, in a container, an absolute pressure exceeding 104 psi at 130 degrees F. regardless of the pressure at 100 degree F. or,
- (c). A liquid having a vapor pressure exceeding 40 psi at 100 Degrees F. as determined by U.F.C. Standard

Contamination: The deposit and/or absorption of radioactive material or biological or chemical

agents on and by structures, areas, personnel, or objects; food and/or water made unfit for human or animal consumption by the presence of environmental chemicals, radioactive elements, bacteria or organisms in decomposing material (including the food substance itself), or waste, in food or water. (FM3-4)

Contamination Control: Procedure to avoid, reduce, remove or render harmless, temporarily or permanently, NBC contamination for the purpose of maintaining or enhancing the efficient conduct of military operations. (FM3-4)

Corrosive Material: Any chemical that causes visible destruction of, or irreversible alterations in living issue by chemical action at the site of contact.

Counterterrorism: The full range of activities directed against terrorism, including preventative and crisis management efforts. (GAO/NSIAD) **FBI's definition**

Crisis Management: As described in PPD-39, crisis management is the law enforcement response, and focuses on the criminal aspects of the incident. The Federal Bureau of investigation (FBI) has the lead in crisis management. (FEMA-SS)

Cryogenic Fluids: Those fluids that have a normal boiling point below -150 degrees F.

Decontaminate: To break down, neutralize or remove a chemical, biological or radioactive material posing a threat to equipment or personnel. (FM3-4)

Decontamination is the process of removing or neutralizing hazardous materials on people or equipment. The removal of chemicals from the skin is most important for a number of reasons: to prevent further injury and to prevent the responder or equipment from being contaminated. Procedures for decontamination usually require the removal of clothing; this alone will remove 80-90% of contaminants. Most decontamination can be accomplished by simple dilution with water unless the contaminant is water reactive such as the alkali metals, sodium potassium etc. In such cases removal of the metal should be accomplished by removal with forceps and placed in mineral oil. When providing decontamination all water runoff should be collected and not be allowed to spill into ecologically sensitive areas such as storm drains. Hospitals and pre-hospitals must be prepared to care for contaminated patients to protect the patient and their employees. In many cases a patient may be brought to the hospital by a private vehicle or untrained ambulance personnel may respond to a facility where a contaminated patient is presented to them. EMS is required to participate in disaster response and is also required by OSHA regulations and JCAHO to protect their employees from hazardous material exposure. To meet these requirements and to protect the medical responder hospitals and pre-hospital must be involved in the Local Emergency Planning Committees' community planning.

Direct Deposit Devices: Mechanical devices that are employed to execute an attack on a specific target with minimal collateral damage. These devices are normally constructed to inject the agent directly into the target and can be built into items as common as canes, pens or an umbrella. (RAC)

Domestic Terrorism: Involves groups or individuals whose terrorist activities are directed at elements of our government or population without foreign direction.

Emergency: As defined at Title V of P.L. 93-288, Section 102(1), an emergency is 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. Title V includes authority of the President to direct Federal agencies to provide emergency assistance to save lives and protects property and public health and safety for emergencies other than natural disaster. Under Title V, the President may direct the provision of emergency assistance either at the request of a Governor [Section 501(a)] or upon determination by the President that an emergency exists for which the primary responsibility for response resets with the United States [501(b)]. (FEMA 229)

Emergency Operations Center (EOC): A site from which civil government officials (municipal, county, State and Federal) exercise direction and control in an emergency or disaster. (FEMA 229)

Emergency Response: A response effort by employees outside the immediate release area or by other designated responders (i.e., mutual aid groups, local fire departments, etc.) to an occurrence which results, or is likely to result, in an uncontrolled release of hazardous substance. Response to incidental releases of hazardous substances where the substance can be absorbed, neutralized or otherwise controlled at the time of release by employees in the immediate release area, or by maintenance personnel are not considered to be emergency responses. Responses to releases of hazardous substances where there is no potential safety or health hazard (i.e., fire, explosion or chemical exposure) are not considered to be emergency responses. (OSHA)

Explosive:

- (a). A chemical that causes a sudden, almost instantaneous release of pressure, gas, and heat when subjected to sudden shock, pressure, or high temperatures.
- (b). A material or a blasting agent that is commonly used or intended to be used for the purpose of producing an explosive effect and is regulated BY Article 77 Uniform Fire Code 1988.

Federal Response Plan (FRP): Developed to expedite Federal support to disasters.

Generally, the FRP is activated when the State's resources are not sufficient to cope with a disaster, and the governor has requested Federal assistance. (FEMA-SS)

Flammable Gas: Any gas, which is flammable in mixture of 13% or less flammable range with air, is wider than 12%, regardless of the lower limit.

Flammable Liquid: Any liquid having a flash point below 100 degrees F. and having a vapor pressure not exceeding 40 pounds per square inch (absolute) at 100 degrees F. Class I liquids shall include those having flash points below 100 degrees F. and may be subdivided as follows:

Class I-A shall include those having flash points below 73 degrees F. and having boiling points below 100 degrees F.

Class I-B shall include those having flash points below 73 degrees F. and having a boiling point at or above 100 degrees F.

Class I-B shall include those having flash points at or above 73 degrees F. and below 100 degrees F.

Flammable Material: Any material that will readily ignite from common sources of heat. Any material that will ignite at a temperature of 600 F or less.

Flammable Solid: A solid substance, other than one, which is defined in this article as a blasting agent, or explosive, that is liable to cause fire through friction or as a result of retained heat from manufacture, or which has an ignition temperature below 212 degrees F. or which burns so vigorously or persistently when ignited so as to create a serious hazard. Finely divided solid materials, which when dispersed in air as a cloud, may be ignited and cause an explosion is flammable solids.

Gamma Radiation: Gamma rays are high-energy, ionizing radiation that travels at the speed of light and have great penetrating power. They can cause skin burns, severely injure internal organs and have long-term, physiological effects. (FEMA-SS)

Hazardous chemical/substance: Any chemical or substance which is a physical or a health hazard. Physical hazard means a chemical for which there is scientific valid evidence that it is a combustible liquid, a compressed gas, explosive, flammable, an organic peroxide, an oxidizer, pyrophoric, unstable (reactive) or water reactive. Health hazard means a chemical for which there is statistically significant evidence based on at least one study conducted with established scientific principals that acute or chronic effects may occur to exposed individuals. The term health hazard in chemicals which are carcinogens, toxic or highly toxic agents, reproductive toxins, irritants, corrosives, sensitizers, hepatotoxins, nephrotoxins, neurotoxins, agents which act on hematopoietic systems, and agents which cause damage to skin, eyes, or mucous membranes. It should be noted that all chemicals can be hazardous or toxic under certain circumstances or dosages. For example, drinking one and half quarts of water is normal and healthy, however drinking fifteen quarts could be lethal.

Hazardous Substance: Any substance designated or listed under (A) through (D) of this definition, exposure at which results or may result in adverse effects on the health or safety of employees:

- A. Any substance defined under section 101(14) of CERCLA;
- B. Any biologic agent and other disease causing agent which after release into the environment and upon exposure, ingestion, inhalation, or assimilation into any person, either directly from the environment or indirectly by ingestion through food chains, will or may reasonably be anticipated to cause death, disease, behavioral abnormalities, cancer, genetic mutation, physiological malfunctions (including malfunctions in reproduction) or physical deformations in such persons or their offspring.
- C. Any substance listed by the U.S. Department of Transportation as hazardous materials under 49 CFR 172.101; and
- D. Hazardous waste as herein defined:
Hazardous Waste means:
 - a. A waste or combination of wastes as defined in 40 CFR 261.3, or
 - b. Those substances defined as hazardous wastes in 49 CFR 171.8 (OSHA)

Hazmat Team: An organized group of employees, designated by the employer, who are expected to perform work to handle and control actual or potential leaks or spills of hazardous substances requiring possible close approach to the substance. The team members perform responses to releases or potential release of hazardous substances for the purpose of control or stabilization of the incident. A Hazmat team is not a fire brigade nor is a typical fire brigade a Hazmat team. A Hazmat team, however may be a separate component of a fire brigade or fire department. (OSHA)

High Explosives: Generally any explosive with a detonation rate of 2000 yards per second or greater.

Highly Toxic Material:

- (a) A material which produces a Lethal Dose or Lethal Concentration which falls within any of the following categories:
- (b) A chemical that has a median lethal dose (LD50) of 50 milligrams OK less per kilogram body weight when administered Orally to albino rats weighing between 200 and 300 grams each.

A chemical that has a median lethal dose (LD50) of 200 milligrams or less per kilogram of body weight when administered by continuous contact for 24 hours (or less if death occurs within 24 hours) with the bare skin of albino rabbits weighing between 2 and 3 kilograms each.

Improvised Nuclear Device (IND): An IND is defined as a device incorporating radioactive materials designed to result in the formation of an explosive nuclear yield. Such devices may be fabricated in a completely improvised manner or may result from the sabotage, seizure, theft, or loss of an U.S. or foreign nuclear weapon. (FBINCP)

Inert Gases: Helium, neon, argon, krypton, xenon, and radon; also known as the noble gases.

Inorganic: Any chemical or compound with a formula containing NO CARBON.

Any chemical or compound, other than a blasting agent or explosive as defined in this article, that initiates or promotes combustion in other materials, thereby causing fire either of itself or through the release of oxygen or other gases.

Class 4 An oxidizing material that can undergo an explosive reaction when catalyzed or exposed to heat, shock, or friction.

Class 3 An oxidizing material that will cause a severe increase in the burning rate combustible material with which it comes in contact.

Class 2 An oxidizing material that will moderately increase the burning rate or which may cause spontaneous ignition of combustible material with which it comes in contact with.

Class 1 An oxidizing material whose primary hazard is that it may increase the burning rate of, combustible material with which it comes in contact.

International Terrorism: Involves groups or individuals whose terrorist activities are foreign-based and/or directed by countries or groups outside the United States or whose activities transcend national boundaries.

Irritants: Substances, other than Corrosives, which cause a reversible inflammatory effect on living tissue by chemical action at the site of contact.

Joint Information Center (JIC): The primary field location for the coordination of Federal and State media relations, located in or near the DFO. (FEMA 229)

Joint Operations Center (JOC): The center established by and under the direction of the FBI at or near the site of the event that serves as the nucleus for decision making, coordination, and overall management of ongoing operations. The JOC is an expansion of the on-scene FBI command post. (FBINCP)

Low Explosives: Generally any explosive with a detonation rate less than 2000 yards per second.

Major Disaster: As defined under P > L > 93-288, any natural catastrophe, (including any hurricane, tornado, storm, flood, high water, wind-driven water, tidal wave, tsunami, earthquake, volcanic eruption, landslide, mud slide, 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 under this Act 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. (FEMA 229)

National Emergency Coordination Center (NECC): The FEMA facility which provides notification to Headquarters and Regional responders of implementation of the Plan. (FEMA 229)

NBC: Nuclear, biological and chemical. (FM3-4)

Nerve Agent: A substance that interferes with the central nervous system. Exposure is primarily through contact with the liquid (skin and eyes) and secondarily through inhalation of the vapor. Three distinct symptoms associated with nerve agents are pinpoint pupils, an extreme headache and severe tightness in the chest. Examples of nerve agents are sarin, Soman, tabun, and VX agent. (FEMA-SS)

Nuclear Incident: A nuclear incident is defined as any situation involving lost, stolen, missing, or the unauthorized possession of Special Nuclear Material, Controlled Nuclear Material, By-Product Material, Source Material, nuclear weapons, or components thereof. Nuclear incidents also include the use of improvised nuclear devices, radioactive dispersal devices, or the threatened use of such items, as defined by the Atomic Energy Act (AEA) of 1954, as amended. (FBINC)

Nuclear Radiation: Particulate and electromagnetic radiation emitted from atomic nuclei in various nuclear processes. The important nuclear radiations, from a weapon standpoint, are alpha, beta particles, gamma rays and neutrons. All nuclear radiation is ionizing radiation, but the reverse is not true; X-rays for example, are included among ionizing radiation, but they are not nuclear radiation since they do not originate from atomic nuclei.

Organic: Any chemical or compound with a formula containing the element Carbon.

Organic Peroxide: Flammable compounds which contain the double oxygen or peroxy (-O-O-) group and are subject to explosive decomposition. They are available as: (a). Liquids, (b). Pastes, (c). Solutions. They are subdivided as follows:

Unclassified: Peroxides, which are capable of detonation. These peroxides present an extremely high explosion hazard through rapid explosive decomposition and are regulated in accordant: the provisions of the Fire Code for Class A explosives.

Class I: peroxides are capable of deflagration, but not detonation.

Class II: peroxides burn very rapidly and present a severe reactivity hazard.

Class III: peroxides burn rapidly and present a moderate reactivity hazard.

Class IV: peroxides burn in the same manner as ordinary combustibles and present a minimum reactivity hazard.

Class V: peroxides do not burn or present a decomposition hazard.

Presidential Decision Directive 39 (PPD-39): Issued in June 1995, PPD-39, United States Policy on Counter terrorism, directed a number of measures to reduce the Nation's vulnerability to terrorism, to deter and respond to terrorist acts and to straighten capabilities to prevent and manage the consequences of terrorist use of nuclear, biological and chemical weapons. (FEMA-SS)

Primary Agency: The Federal department or agency assigned primary responsibility to manage and coordinate a specific ESF. Primary agencies are designated on the basis of their having the most authorities, resources, capabilities, or expertise relative to accomplishment of the specific ESF support. Primary agencies are responsible for overall planning and coordination of the delivery of the ESF-related Federal assistance to their State counterparts, in conjunction with their support agencies. (FEMA 229)

Pyrophoric Materials: Materials possessing the ability to react in air.

Radiation Dose: Total amount of ionizing radiation absorbed by material or tissues, Commonly expressed in centigray. The term is often used as the exposure dose expressed in roentgens, which is a measure of the total amount of ionization that the quantity of radiation could produce in air. This should be distinguished from the absorbed radiation per gram of specified body tissue. Further, the biological dose, in rems, is a measure of the biological effectiveness of radiation exposure. (FM3-4)

Radiation Dose Rate: The radiation dose (dosage) absorbed per unit of time. (DOD) A radiation dose rate can be set at some particular unit of time (e.g., H + 1 hour) and would be called H + 1 radiation dose rate. (JP1-02)

Radioactive Materials: Any material or combination of materials that spontaneously emits ionizing radiation.

Response: Activities to address the immediate and short-term effects of an emergency or disaster. Response includes immediate actions to save lives, protect property, and meet basic human needs. Based on the requirements of the situation, response assistance will be provided to an affected State under the Federal Response Plan using a partial activation of selected ESFs or the full activation of all ESFs to meet the needs of the situation. (FEMA 229)

Risk: A chemical risk involves the toxicity of a substance and the exposure to it. The toxic potential of chemicals vary, some are extremely toxic, but others are essentially non-toxic at levels typically encountered in the environment. Actual levels of exposure vary and depend upon many factors. The risk itself is a probability; it is not something guaranteed to happen. An example of a chemical risk is the probability of developing lung cancer from smoking cigarettes. Yet, even in this case, scientists are unable to say unequivocally that any specific smoker will develop lung cancer. They can say only that the smoker's risk (probability) of developing lung cancer is increased by a certain degree.

Robert T. Stafford Disaster Relief and Emergency Assistance Act, Public Law 93-288:
Authorizes the Federal government to respond to disasters and emergencies in order to help State and local governments save lives, and to protect public health, safety and property. (FEMA-SS)

Sensitizers: Substances, which cause an allergic reaction in normal tissue after, repeated exposure.

Spraying Devices: Mechanical devices that contain an agent reservoir, but rather than an explosive charge, they employed pressure to disseminate the agent. The pressure may be either supplied independently of, or applied directly to the agent reservoir. They can be employed either as point dissemination weapons, as with an aerosol can, or as line source generating weapons, as might be accomplished with a device incorporated into an automobile exhaust system. Of the mechanical employment devices, the effects of these weapons are the least controllable and pose the largest area hazard. (RAC)

Spore: An asexual, usually single celled, reproductive body of plants such as fungi, mosses or ferns; a microorganism, as a bacterium, in a resting or dormant state. (FM3-4)

State: For the purpose of this Plan and as defined under P.L. 93-288, any State of the United States, the District of Columbia, Puerto Rico, the Virgin Island, Guam, American Samoa, the Trust Territory of the Pacific Islands, the Commonwealth of the Northern Mariana Islands, the Federated States of Micronesia, or the Republic of the Marshall Islands.

Target Organ Toxins: Substances which cause damage to particular organs or systems.

Terrorism: As defined by the FBI, "the unlawful use of force against persons or property to intimidate or coerce a government, the civilian population or any segment thereof, in the furtherance of political or social objectives". This definition includes three elements: (1) Terrorist activities are illegal and involve the use of force; (2) The actions are intended to intimidate or coerce; (3) The actions are committed in support of political or social objectives. (FEMA-SS)

Terrorism: The use of force or violence against persons or property in violation of the criminal laws of the United States for the purposes of intimidation, coercion or ransom. Terrorists often use threats to create fear among the public, to try to convince citizens that their government is powerless to prevent terrorism, and to get immediate publicity for their causes. (FEMA Definition)

Toxic Material:

Any material which produces a lethal dose or a lethal Concentration within any of the following categories:

- (a) A gas that has a median lethal dose (LD50) of more than 50 milligrams per kilogram but not more than 500 milligrams per kilogram of body/weight when administered orally to albino rats weighing between 200 and 300 grams each.
- (b) A gas that has a median lethal dose (LD50) of more than 200 milligrams per kilogram but not more than 1000 milligrams per kilogram of body weight when administered by continuous less if death occurs within 24 hours) with the bare skin of albino rats weighing between two and three kilograms each.
- (c) A gas that has a median lethal concentration (LC50) in air of more than 200 parts per million but not more than 2000 parts per million by volume of gas or vapor, of more than 2 milligrams per liter Of mist, fume, or dust, when administered by continuous inhalation one hour (or less if death occurs within one hour) to albino rats weighing between 200 and 300 grams each.

Toxicity: Toxicity is the property of a substance to cause harm when it comes in contact with a living organism (e.g. via ingestion, inhalation, or absorption through the skin). The specific type of damage can be influenced by the dose and route of exposure and the often idiosyncratic attributes of an individuals body to resist or breakdown the substance. No chemical (whether natural or synthetic) is free of toxicity. At high enough concentration all substances exhibit toxic characteristics. The health effects associated with toxic chemicals are usually categorized as either acute (symptoms appear soon after exposure, such as skin burns) or chronic (symptoms appear long after exposure, such as cancer).

Toxins: A class of biological poison resulting from the byproduct of living organisms. A toxin may be obtained naturally, that is, from secretions of various organisms or synthesized.
(FM3-4)

Trade Secret: Any confidential formula, pattern, process, device, information or compilation of information that is used in an employer's business and gives the employer an opportunity to obtain an advantage over the competition who do not know or use it.

Unified Command: A single Incident Command structure with a "built in" process for effective and responsible multi-jurisdictional or multi-agency approach. This command structure is employed during incidents that involve several jurisdictions or several

agencies from the same political jurisdiction, allowing all with responsibility for an incident either geographical or functional to establish a common set of incident objectives and strategies to which all can subscribe.

Unstable (Reactive) Materials:

Class 4 Materials; which in themselves are readily capable of detonation or explosive reaction at normal temperatures and pressures.

Class 3 Materials: Which in themselves are capable of detonation or of explosive reaction but which require a strong initiating source or which must be heated under confinement before initiation.

Class 2 Materials: which in themselves are normally unstable and readily undergo violent chemical change but do not detonate.

Class 1 Materials: which in they are normally stable but which can become unstable at, elevated temperatures and pressures.

Virus: The simplest type of microorganism, lacking a system for their own metabolism. They depend on living cells to multiply and cannot live long outside of a host. Types of viruses are smallpox, Ebola, Marburg and Lassa fever. (FEMA-SS)

Water Reactive Materials:

Class 3 Materials: which react explosively with water without requiring heat or confinement.

Class 2 Materials: which may form potentially explosive mixtures with water.

Class 1 Materials: which may react with water with some, release of energy but not violently.

Weapons of Mass Destruction: In arms control usage, weapons that are capable of a high order

of destruction and/or of being used in such a manner as to destroy large numbers of people. Can be nuclear, chemical biological and radiological weapons, but excludes the means of transporting or propelling the weapon where such means is a separable and divisible part of the weapon. (JP1-02)