

OHIO EMERGENCY OPERATIONS PLAN
BASE PLAN
TAB B – TERMS AND ACRONYMS

TERMS

Access Control Point: A point established by law enforcement to control access to a secure and/or potentially hazardous area.

Agency: A division of government with a specific function offering a particular kind of assistance. In ICS, agencies are defined either as jurisdictional (having statutory responsibility for incident management) or as assisting or cooperating (providing resources or other assistance).

Appendix: A hazard-specific element of the EOP.

Area Command (Unified Area Command): An organization established (1) to oversee the management of multiple incidents that are each being handled by an ICS organization or (2) to oversee the management of large or multiple incidents to which several Incident Management Teams have been assigned. Area Command has the responsibility to set overall strategy and priorities, allocate critical resources according to priorities, ensure that incidents are properly managed, and ensure that objectives are met and strategies followed. Area Command becomes Unified Area Command when incidents are multi-jurisdictional. Area Command may be established at an emergency operations center facility or at some location other than an incident command post.

Assembly Point: A designated location for responders to meet, organize and prepare equipment prior to moving into the emergency site.

Assessment: The evaluation and interpretation of measurements and other information to provide a basis for decision-making.

Assumptions: A list of accepted facts or statements related to the operational environment in which response and recovery activities will take place.

Available Resources: Resources assigned to an incident, checked in, and available for a mission assignment, sometimes located in a Staging Area.

Base Camp: A location in or near the site of the emergency that is equipped and staffed to provide sleeping facilities, food, water and sanitary services to response personnel

Biological Agents: Micro-organisms or toxins from living organisms that have infectious or noninfectious properties that produce lethal or serious effects in plants or animals.

Catastrophic Disaster: An event or incident which produces severe and widespread damages of a magnitude that requires significant resources from outside the affected area to provide the necessary response.

Catastrophic Disaster Response Group: The national-level group of representatives from the Federal departments and agencies. The CDRG serves as a centralized coordinating group which supports the on-scene Federal response and recovery efforts. Its members have access to the appropriate policymakers in their respective parent organizations to facilitate decisions on problems and policy issues.

Census Tract: A nonpolitical, geographical subdivision of no standard size, but within a city, town, county, or other political jurisdiction; it is used by the U.S. Bureau of Census as a convenient and flexible unit for surveying and aggregating population, housing, and other demographic or economic statistics.

Chain of Command: A series of command, control, executive, or management positions in hierarchical order of authority.

Chemical Agents: Solids, liquids or gases that have chemical properties that produce serious or lethal effects in plants or animals.

Chief: An ICS title for individuals responsible for management of functional sections: Operations, Planning, Logistics, Finance/Administration, and Intelligence (if established as a separate section).

Code of Federal Regulations: Listing of federal regulations.

Command Post: An element in the Incident Command System. A facility located at a safe distance from the emergency site where the on-scene coordinator, responders, and technical representatives can make response decisions, deploy manpower and equipment, maintain liaison with media, and handle communications.

Command Staff: In an incident management organization, the Command Staff consists of the Incident Command and the special staff positions of Public Information Officer, Safety Officer, Liaison Officer, and other positions as required, who report directly to the Incident Commander. They may have an assistant or assistants, as needed.

Communications Unit: An organizational unit in the Logistics Section responsible for providing communication services at an incident or an EOC. A Communications Unit may also be a facility (e.g., a trailer or mobile van) used to support an Incident Communications Center.

Consequence Management: Measures to protect public health and safety, restore essential government services and provide emergency relief to governments, businesses and individuals affected by all hazards including terrorist acts.

Coordinate: To advance systematically an analysis and exchange of information among principals who have or may have a need to know certain information to carry out specific incident management responsibilities.

Crisis Action System: Levels of activation used during emergency response. There are three levels in Ohio's system of activation. Please refer to the Basic Plan for additional information.

Critical Facilities: Facilities essential to emergency response, such as fire stations, police stations, hospitals, and communications centers.

Critical Incident Stress Debriefing: Assistance provided by a trained team of health workers that assists emergency personnel in dealing with stress.

Critical Worker: An individual whose skills or services are required to continue operation of vital facilities and activities. May also be called an Essential Employee.

Damage Assessment: The appraisal or determination of the destructive effects of a hazard on lives and property.

Defense Coordinating Officer: Supported and provided by the Department of Defense (DOD) to serve in the field as the point of contact to the Federal Coordinating Officer (FCO) and the ESFs regarding requests for military assistance. The DCO and staff coordinate support and provide liaison to the ESFs.

Designated Area: The geographical area designated under a Presidential major disaster declaration which is eligible to receive disaster assistance in accordance with provisions of Public Law (P.L.) 93-288, as amended.

Disaster: Any imminent threat or actual occurrence of widespread or severe damage, injury, or loss of life or property resulting from a natural or man-made cause, including, but not limited to, fire, flood, snowstorm, ice storm, tornado, windstorm, water contamination, utility failure, hazardous material incident, epidemic, drought, terrorist activities, riots, civil disorders or hostile military or paramilitary actions.

Disaster Field Office: The office established in or near the designated area to support Federal and State response and recovery operations. The DFO houses the FCO and the Emergency Response Team (ERT), and where possible, the State Coordinating Officer (SCO) and support staff.

Dispatch: The ordered movement of a resource or resources to an assigned operational mission or an administrative move from one location to another.

Division: The partition of an incident into geographical areas of operation. Divisions are established when the number of resources exceeds the manageable span of control of the Operations Chief. A division is located within the ICS organization between the branch and resources in the Operations Section.

Electromagnetic Pulse: Energy radiated by lightning or nuclear detonation which may affect or damage electronic components and equipment.

Emergency: In Ohio Revised Code 5502.21 (F), for state and local and as defined in the Stafford Act, 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 protect property, public health and safety, and includes emergencies other than natural disasters.

Emergency Alert System: Consists of broadcast stations and inter-connecting facilities which have been authorized by the Federal Communications Commission to operate in a controlled manner during a war, state of public peril or disaster, or other national emergency.

Emergency Management Director/Coordinator: The individual who is directly responsible for the jurisdiction's responsibility for emergency management and preparedness.

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

Emergency Operations Plan: A document that identifies the available personnel, equipment, facilities, supplies, and other resources in the jurisdiction and the methods or scheme for coordinated actions to be taken by individuals and government services in the event of an emergency.

Emergency Public Information: Information released to the public by County, State, and Federal Agencies concerning the emergency at hand and protective actions to be taken.

Emergency Response Provider: Includes Federal, State, local, and tribal emergency public safety, law enforcement, emergency response, emergency medical (including hospital emergency facilities), and related personnel, agencies, and authorities. See Section 2 (6), Homeland Security Act of 2002, Pub. L. 107-296, 116 Stat. 2135 (2002). Also known as Emergency Responder.

Emergency Response Team: A federal interagency team, consisting of the lead representative from each Federal department or agency assigned primary responsibility for an ESF and key members of the FCO's staff, formed to assist the FCO in carrying out his/her coordination responsibilities. The ERT provides a forum for coordinating the overall resolving issues related to ESF and other response requirements. ERT members respond to and meet as requested by the FCO. The ERT may be expanded by the FCO to include designated representatives of other Federal departments and agencies as needed.

Emergency Support Function: A functional area of response activity established to facilitate the delivery of assistance required during the immediate public safety. ESFs represent those types of assistance which will most likely be needed because of the overwhelming impact an emergency on resources and response capabilities, or because of the specialized or unique nature of the assistance required. ESF missions are designed to supplement local response efforts.

Essential Elements of Information: Important and standard information items, which support timely and informed decisions.

Essential Employee: A person whose authority and/or expertise is required during an emergency.

Evacuation: Organized, phased, and supervised withdrawal, dispersal, or removal of civilians from dangerous or potentially dangerous areas, and their reception and care in safe areas.

Executive Order: A rule or order having the force of law, issued by an executive authority of a government.

Federal: Of or pertaining to the Federal Government of the United States of America.

Federal Coordinating Officer: The senior Federal official appointed in accordance with provisions of P.L. 93-288, as amended, to coordinate the overall response and recovery activities. The FCO represents the President as provided by Section 303 of 93-288, as amended, for the purpose of coordinating the administration of Federal relief activities in the designated area. Additionally, the FCO is delegated responsibilities and performs those for the FEMA Director as outlined in Executive Order 12148 and those responsibilities for the FEMA Regional Director in Title 44 Code of Federal Regulations.

Field Coordinator - An agent of the Ohio EMA who acts as a liaison between the affected area, the local EMA Director and the State of Ohio during emergencies.

Function: A generic emergency concept that could be activated to address any hazard. For example, the functions of shelter, communication and transportation could be activated for any hazardous event. In NIMS, “function” refers to the five major activities in ICS: Command, Operations, Planning, Logistics, and Finance/Administration. The term function is also used when describing the activity involved, *e.g.*, the planning function. A sixth function, Intelligence, may be established, if required, to meet incident management needs.

Governor’s Authorized Representative Acts as the representative of the Governor during emergencies.

Hazard: A potential event or situation that presents a threat to life and property.

Hazards Identification/Analysis: A systematic study of all hazards that could significantly affect life and property in a jurisdiction. Hazard identification typically prioritizes hazards according to the threat they pose and provide insight into the history and probability of occurrences. An analysis includes the history, vulnerability and probability assessments related to the hazard.

Hazardous Material: Any substance or material in a quantity or form which may be harmful or injurious to humans, domestic animals, wildlife, economic crops or property when released into the environment. Hazardous materials are classified in this plan as chemical, biological, radiological or explosive.

Chemical - Toxic, corrosive or injurious substance because of inherent chemical properties and includes but is not limited to such items as petroleum products, paints, plastics, acids, caustics, industrial chemicals, poisons, drugs, mineral fibers (asbestos).

Biological - Microorganisms or associated products which may cause disease in humans, animals or economic crops and includes pathogenic wastes from medical institutions, slaughterhouses, poultry processing plants, and the like.

Radiological - Any radioactive substance emitting ionizing radiation at a level to produce a health hazard.

Explosive - Material capable of releasing energy with blast effect in a split second upon activation; the released energy usually damages or destroys objects in close proximity to the blast.

Incident: An event that threatens health, safety, and may also result in physical damage to property. A local or state emergency might be declared as a result of an incident. An occurrence or event, natural or human-caused, that requires an emergency response to protect life or property. Incidents can, for example, include major disasters, emergencies, terrorist attacks, terrorist threats, wild land and urban fires, floods, hazardous materials spills, nuclear accidents, aircraft accidents, earthquakes, hurricanes, tornadoes, tropical storms, war-related disasters, public health and medical emergencies, and other occurrences requiring an emergency response.

Incident Action Plan (IAP): An oral or written plan containing general objectives reflecting the overall strategy for managing an incident. It may include the identification of operational resources and assignments. It may also include attachments that provide direction and important information for management of the incident during one or more operational periods.

Incident Command Post (ICP): The field location at which the primary tactical-level, on-scene incident command functions are performed. The ICP may be collocated with the incident base or other incident facilities and is normally identified by a green rotating or flashing light.

Incident Command System (ICS): A standardized on-scene emergency management construct specifically designed to provide for the adoption of an integrated organizational structure that reflects the complexity and demands of single or multiple incidents, without being hindered by jurisdictional boundaries. ICS is the combination of facilities, equipment, personnel, procedures, and communications operating within a common organizational structure, designed to aid in the management of resources during incidents. It is used for all kinds of emergencies and is applicable to small as well as large and complex incidents. ICS is used by various jurisdictions and functional agencies, both public and private, to organize field-level incident management operations.

Incident Commander (IC): The individual responsible for all incident activities, including the development of strategies and tactics and the ordering and the release of resources. The IC has overall authority and responsibility for conducting incident operations and is responsible for the management of all incident operations at the incident site.

Incident Management Team (IMT): The IC and appropriate Command and General Staff personnel assigned to an incident.

Incident Objectives: Statements of guidance and direction necessary for selecting appropriate strategy(s) and the tactical direction of resources. Incident objectives are based on realistic expectations of what can be accomplished when all allocated resources have been effectively deployed. Incident objectives must be achievable and measurable, yet flexible enough to allow strategic and tactical alternatives.

Integrated Emergency Management System: A system developed by FEMA in recognition of the economies realized in planning for all hazards on a generic functional basis as opposed to developing independent structures and resources to deal with each type of hazard.

Initial Action: The actions taken by those responders first to arrive at an incident site.

Initial Response: Resources initially committed to an incident.

Intelligence Officer: The intelligence officer is responsible for managing internal information, intelligence, and operational security requirements supporting incident management activities. These may include information security and operational security activities, as well as the complex task of ensuring that sensitive information of all types (*e.g.*, classified information, law enforcement sensitive information, proprietary information, or export-controlled information) is handled in a way that not only safeguards the information, but also ensures that it gets to those who need access to it to perform their missions effectively and safely.

Joint Information Center: A single facility from which multi-organizational emergency public information can be coordinated and disseminated.

Jurisdiction: A range or sphere of authority. Public agencies have jurisdiction at an incident related to their legal responsibilities and authority. Jurisdictional authority at an incident can be political or geographical (*e.g.*, city, county, tribal, State, or Federal boundary lines) or functional (*e.g.*, law enforcement, public health).

Lead Agency: A state organization that leads a state-level ESF team and has primary responsibility for a specific functional area of the State EOP.

Liaison: A form of communication for establishing and maintaining mutual understanding and cooperation.

Local Emergency: Any period during which the chief executive has declared that an emergency exists.

Local Government: A county, municipality, city, town, township, local public authority, school district, special district, intrastate district, council of governments (regardless of whether the council of governments is incorporated as a nonprofit corporation under State law), regional or interstate government entity, or agency or instrumentality of a local government; an Indian tribe or authorized tribal organization, or in Alaska a Native village or Alaska Regional Native Corporation; a rural community, unincorporated town or village, or other public entity. See Section 2 (10), Homeland Security Act of 2002, Pub. L. 107-296, 116 Stat. 2135 (2002).

Logistics: Providing resources and other services to support incident management.

Logistics Section: The section responsible for providing facilities, services, and material support for the incident.

Major Disaster: As defined under the Stafford Act, any natural catastrophe (including any hurricane, tornado, storm, flood, 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 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.

Mitigation: The activities designed to reduce or eliminate risks to persons or property or to lessen the actual or potential effects or consequences of an incident. Mitigation measures may be implemented prior to, during, or after an incident. Mitigation measures are often informed by lessons learned from prior incidents. Mitigation involves ongoing actions to reduce exposure to, probability of, or potential loss from hazards. Measures may include zoning and building codes, floodplain buyouts, and analysis of hazard related data to determine where it is safe to build or locate temporary facilities. Mitigation can include efforts to educate governments, businesses, and the public on measures they can take to reduce loss and injury.

Mobilization: The process and procedures used by all organizations (Federal, State, local, and tribal) for activating, assembling, and transporting all resources that have been requested to respond to or support an incident.

Multi-agency Coordination Entity: A multi-agency coordination entity functions within a broader multi-agency coordination system. It may establish the priorities among incidents and associated resource allocations, deconflict agency policies, and provide strategic guidance and direction to support incident management activities.

Multi-agency Coordination Systems: Multi-agency coordination systems provide the architecture to support coordination for incident prioritization, critical resource allocation, communications systems integration, and information coordination. The components of multi-agency coordination systems include facilities, equipment, emergency operation centers (EOCs), specific multi-agency coordination entities, personnel, procedures, and communications. These systems assist agencies and organizations to fully integrate the subsystems of the NIMS.

Multi-jurisdictional Incident: An incident requiring action from multiple agencies that each have jurisdiction to manage certain aspects of an incident. In ICS, these incidents will be managed under Unified Command.

Mutual-Aid Agreement and Memorandum of Understanding: A formal (written) or informal understanding between jurisdictions or agencies that describes methods and types of assistance available between two or more entities during emergencies.

National: Of a nationwide character, including the Federal, State, local, and tribal aspects of governance and polity.

National Disaster Medical System: A cooperative, asset-sharing partnership between the Department of Health and Human Services, the Department of Veterans Affairs, the Department of Homeland Security, and the Department of Defense. NDMS provides resources for meeting the continuity of care and mental health services requirements of the Emergency Support Function 8 in the Federal Response Plan.

National Incident Management System: A system mandated by HSPD-5 that provides a consistent nationwide approach for Federal, State, local, and tribal governments; the private-sector; and nongovernmental organizations to work effectively and efficiently together to prepare for, respond to, and recover from domestic incidents, regardless of cause, size, or complexity. To provide for interoperability and compatibility among Federal, State, local, and tribal capabilities, the NIMS includes a core set of concepts, principles, and terminology. HSPD-5

identifies these as the ICS; multi-agency coordination systems; training; identification and management of resources (including systems for classifying types of resources); qualification and certification; and the collection, tracking, and reporting of incident information and incident resources.

National Response Plan: A plan mandated by HSPD-5 that integrates Federal domestic prevention, preparedness, response, and recovery plans into one all-discipline, all-hazards plan.

National Warning System: The Federal portion of the Civil Defense Warning System, used for the Dissemination of warning and other emergency information from the Warning Centers or Regions to Warning Points in each State.

Needs Assessment: A response phase evaluation of the requirements of the victims of an incident by emergency management in order to identify, obtain, and provide necessary resources and services.

Nongovernmental Organization: An entity with an association that is based on interests of its members, individuals, or institutions and that is not created by a government, but may work cooperatively with government. Such organizations serve a public purpose, not a private benefit. Examples of NGOs include faith-based charity organizations and the American Red Cross.

Nuclear Attack: Warfare involving nuclear weapons.

Nuclear Weapons: Weapons that release nuclear energy in an explosive manner as the result of nuclear chain reactions involving fission and/or fusion of atomic nuclei.

Objectives: A statement of an outcome to be accomplished or achieved as guided by operational priorities. Incident objectives are used to select strategies and tactics. Incident objectives should be realistic, achievable, time-bound, and measurable, yet flexible enough to allow strategic and tactical alternatives.

Operational Facilities: All of the facilities required to support response and recovery operations, such as the EOC, DFO, mobilization areas and staging areas.

Operational Priorities: A hierarchy to aid decision-makers when allocating resources and establishing objectives.

Operations Section: The section responsible for all tactical incident operations. In ICS, it normally includes subordinate branches, divisions, and/or groups.

Operational State EOC: Operational when we have the following positions established and filled: EOC Director, EOC Manager, Information and Planning Section Chief, Dose Assessment (Rad only), JIC Coordinator.

Planning Section: Responsible for the collection, evaluation, and dissemination of operational information related to the incident, and for the preparation and documentation of the IAP. This section also maintains information on the current and forecasted situation and on the status of resources assigned to the incident.

Political Subdivisions: Counties, townships or municipal corporations in this state.

Preparedness: The range of deliberate, critical tasks and activities necessary to build, sustain, and improve the operational capability to prevent, protect against, respond to, and recover from domestic incidents. Preparedness is a continuous process. Preparedness involves efforts at all levels of government and between government and private-sector and nongovernmental organizations to identify threats, determine vulnerabilities, and identify required resources. Within the NIMS, preparedness is operationally focused on establishing guidelines, protocols, and standards for planning, training and exercises, personnel qualification and certification, equipment certification, and publication management.

Prevention: Actions to avoid an incident or to intervene to stop an incident from occurring. Prevention involves actions to protect lives and property. It involves applying intelligence and other information to a range of activities that may include such countermeasures as deterrence operations; heightened inspections; improved surveillance and security operations; investigations to determine the full nature and source of the threat; public health and agricultural surveillance and testing processes; immunizations, isolation, or quarantine; and, as appropriate, specific law enforcement operations aimed at deterring, preempting, interdicting, or disrupting illegal activity and apprehending potential perpetrators and bringing them to justice.

Primary Agency: A 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 ESF-related assistance.

Private Sector: Organizations and entities that are not part of any governmental structure. It includes for-profit and not-for-profit organizations, formal and informal structures, commerce and industry, and private voluntary organizations (PVO).

Processes: Systems of operations that incorporate standardized procedures, methodologies, and functions necessary to provide resources effectively and efficiently. These include resource typing, resource ordering and tracking, and coordination.

Protection Factor: A number used to express the relationship between the amount of fallout gamma radiation that would be received by a person in a completely unprotected location and the amount that would be received by a person in a protected location.

Protective Actions: Those emergency measures taken to protect the population from the effects of a hazard. These may include in-place sheltering, evacuation, and the administration of medication.

Public Information Officer: Designated spokesperson for a jurisdiction or agency.

Qualification and Certification: This subsystem provides recommended qualification and certification standards for emergency responder and incident management personnel. It also allows the development of minimum standards for resources expected to have an interstate application. Standards typically include training, currency, experience, and physical and medical fitness.

Radiation: High-speed particles and electromagnetic radiation spontaneously emitted from the nucleus of unstable radioactive atoms

Radio Amateur Civil Emergency Services: An emergency service designated to make efficient use of the vast reservoir of skilled radio amateurs throughout the Nation in accordance with approved civil defense communications plans. Many of the States and local governments have federally approved RACES communications plans whereby radio amateurs participating in these plans are permitted to operate during an emergency, or emergency conditions.

Reception Area: This refers to a location separate from staging areas, where resources report in for processing and out-processing. Reception Areas provide accountability, security, situational awareness briefings, safety awareness, distribution of IAPs, supplies and equipment, feeding, and bed down.

Recovery: Activities that usually begin within days after an incident and continue after the response activities are completed. Recovery includes individual and public assistance programs which provide temporary housing assistance, grants, and loans to eligible individuals and government entities. The development, coordination, and execution of service- and site-restoration plans; the reconstitution of government operations and services; individual, private sector, non-governmental and public-assistance programs to provide housing and to promote restoration; long-term care and treatment of affected persons; additional measures for social, political, environmental, and economic restoration; evaluation of the incident to identify lessons learned; post-incident reporting; and development of initiatives to mitigate the effects of future incidents.

Regional Operations Center: The temporary operations facility for the coordination of Federal response and recovery activities, located at the FEMA Regional until the DFO becomes operational.

Resources: Personnel and major items of equipment, supplies, and facilities available or potentially available for assignment to incident operations and for which status is maintained. Resources are described by kind and type and may be used in operational support or supervisory capacities at an incident or at an EOC.

Resource Management: Efficient incident management requires a system for identifying available resources at all jurisdictional levels to enable timely and unimpeded access to resources needed to prepare for, respond to, or recover from an incident. Resource management under the NIMS includes mutual-aid agreements; the use of special Federal, State, local, and tribal teams; and resource mobilization protocols.

Response: Activities that address the short-term, direct effects of an incident. Response includes immediate actions to save lives, protect property, and meet basic human needs. Response also includes the execution of emergency operations plans and of mitigation activities designed to limit the loss of life, personal injury, property damage, and other unfavorable outcomes. As indicated by the situation, response activities include applying intelligence and other information to lessen the effects or consequences of an incident; increased security operations; continuing investigations into nature and source of the threat; ongoing public health and agricultural surveillance and testing processes; immunizations, isolation, or quarantine; and specific law enforcement operations aimed

at preempting, interdicting, or disrupting illegal activity, and apprehending actual perpetrators and bringing them to justice.

Risk: A measure of the probability that damage to life, property, and/or the environment will occur if a hazard manifests itself; this measure includes the severity of anticipated consequences to people.

Risk Area: An area likely to be at risk to a hazard.

Safety Officer: A member of the Command Staff responsible for monitoring and assessing safety hazards or unsafe situations and for developing measures for ensuring personnel safety.

Secondary Effects: Emergencies that may develop as a reaction to an initiating emergency. For example, a dam may break as the result of an earthquake.

Section: The organizational level having responsibility for a major functional area of incident management, *e.g.*, Operations, Planning, Logistics, Finance/Administration, and Intelligence (if established). The section is organizationally situated between the branch and the Incident Command.

Shelter: A facility used to protect, house, and supply the essential needs of designated individuals during the period of an emergency. A shelter may or may not be specifically constructed for such use, depending on the type of emergency and the specific programmatic requirements.

Span of Control: The number of individuals a supervisor is responsible for, usually expressed as the ratio of supervisors to individuals. (Under the NIMS, an appropriate span of control is between 1:3 and 1:7.)

Special Needs Population: Groups of people that may be more susceptible than the general population (due to preexisting health conditions (*e.g.*, asthmatics) or age (*e.g.*, infants and the elderly)).

Staging Area: A preselected location removed from the emergency site, such as a large parking area where equipment can be collected, stored, and distributed for use by emergency personnel. The staging area provides a base for resource transfer. Several staging areas may be designated depending upon the scope and intensity of the emergency.

Standard Operating Procedures: Checklists or guidance developed by each specific responding organization that detail responsible individuals by name, phone number and delineate in detail specific organizational emergency activities.

State: When capitalized, refers to any State of the United States, the District of Columbia, the Commonwealth of Puerto Rico, the Virgin Islands, Guam, American Samoa, the Commonwealth of the Northern Mariana Islands, and any possession of the United States. See Section 2 (14), Homeland Security Act of 2002, Pub. L. 107-296, 116 Stat. 2135 (2002).

State Emergency: Any period during which the Governor has declared or proclaimed that an emergency exists.

State Coordinating Officer: The representative of the Governor who coordinates State response and recovery activities and acts as the primary liaison between the state and federal governments during emergencies.

State Significant Event: Information that could change or re-prioritize the state objectives or support and coordination landscape. This information should be immediately shared with state response partners. State significant events will vary by incident.

Strategic: Strategic elements of incident management are characterized by continuous long-term, high-level planning by organizations headed by elected or other senior officials. These elements involve the adoption of long-range goals and objectives, the setting of priorities; the establishment of budgets and other fiscal decisions, policy development, and the application of measures of performance or effectiveness.

Strike Team: A set number of resources of the same kind and type that have an established minimum number of personnel.

Strategy: The general direction selected to accomplish incident objectives set by the IC.

Support Agency: A department or agency designated to assist a lead agency with available resources, capabilities, or expertise in support of response operations, under the coordination of the primary agency.

Tab: An attachment to an Emergency Support Function of the EOP that provides additional information specific to either a hazard or a particular response.

Task Force: Any combination of resources assembled to support a specific mission or operational need. All resource elements within a Task Force must have common communications and a designated leader.

Technical Assistance: Support provided to State, local, and tribal jurisdictions when they have the resources but lack the complete knowledge and skills needed to perform a required activity (such as mobile-home park design and hazardous material assessments).

Technological Hazard: Includes a range of hazards emanating from the manufacture, transportation, and use of such substances as radioactive materials, chemicals, explosives, flammables, agricultural pesticides, herbicides, and disease agents; oil spills on land, coastal water or inland water systems; and debris from space.

Terrorism: Under the Homeland Security Act of 2002, terrorism is defined as activity that involves an act dangerous to human life or potentially destructive of critical infrastructure or key resources and is a violation of the criminal laws of the United States or of any State or other subdivision of the United States in which it occurs and is intended to intimidate or coerce the civilian population or influence a government or affect the conduct of a government by mass destruction, assassination, or kidnapping. See Section 2 (15), Homeland Security Act of 2002, Pub. L. 107-296, 116 Stat. 2135 (2002).

Terrorist Incident: A violent act or an act dangerous to human life in violation of the criminal laws of the United States or of any state, to intimidate or coerce a government, the civilian population, or any segment thereof in furtherance of political or social objectives.

Threat: An indication of possible violence, harm, or danger.

Triage: The process of sorting casualties based on severity and survivability.

Type: A classification of resources in the ICS that refers to capability. Type 1 is generally considered to be more capable than Types 2, 3, or 4, respectively, because of size, power, capacity, or, in the case of incident management teams, experience and qualifications.

Unified Area Command: A Unified Area Command is established when incidents under an Area Command are multi-jurisdictional. (See Area Command.)

Unified Command: An application of ICS used when there is more than one agency with incident jurisdiction or when incidents cross political jurisdictions. Agencies work together through the designated members of the UC, often the senior person from agencies and/or disciplines participating in the UC, to establish a common set of objectives and strategies and a single IAP.

Unit: The organizational element having functional responsibility for a specific incident planning, logistics, or finance/administration activity.

Unity of Command: The concept by which each person within an organization reports to one and only one designated person. The purpose of unity of command is to ensure unity of effort under one responsible commander for every objective.

Voluntary Organizations Active In Disasters: Organizations representing the private and religious assistance organizations that provide services to disaster victims.

Volunteer: For purposes of the NIMS, a volunteer is any individual accepted to perform services by the lead agency, which has authority to accept volunteer services, when the individual performs services without promise, expectation, or receipt of compensation for services performed. See, *e.g.*, 16 U.S.C. 742f(c) and 29 CFR 553.101.

Vulnerability Assessment: Evaluation of elements in the community that are subject to damage should a hazard occur; includes gathering information on the extent of the vulnerable zone, conditions that influence the zone, size and type of the population within the zone, private and public property that might be damaged and the environment that might be affected.

Warning Point: A facility that receives warnings and other emergency information over NAWAS and relays this information in accordance with State and local EOPs.

Weapons of Mass Destruction: A device employing disease organisms, toxins, poison gas, explosives, incendiaries, radiation, radioactivity or other destructive capabilities designed to destroy or maim populations or environments.

ACRONYMS

ADAMH - Alcohol Drug Addiction and Mental Health Services Board

ADC - Aid to Dependent Children

ADJ - Adjutant General

AEC - Agency Emergency Coordinators

AG - Adjutant General

ALS - Advanced Life Support

AP - Assembly Point

ARC - American Red Cross

ARES - Amateur Radio Emergency Service

ARRL - American Radio Relay League

ATF - Bureau of Alcohol, Tobacco and Firearms

CA - Capability Assessment

CAP - Civil Air Patrol

CB - Citizen's Band

CDBC - Community Development Block Grant

CDC - Centers for Disease Control and Prevention

CDRG - Catastrophic Disaster Response Group (Federal)

CEB - County Emergency Board

CEO - Chief Executive Officer

CFR - Code of Federal Regulations

CISD - Critical Incident Stress Debriefing

CLO - Congressional Liaison Officer (Federal)

CMHS - Center for Mental Health Services

CONUS - Continental United States

CPG - Civil Preparedness Guide, a FEMA Publication

DA - Damage Assessment

DAP - Disaster Assistance Program

DAS - Ohio Department of Administrative Services

DCO - Defense Coordinating Officer

DEA - Drug Enforcement Agency

DFO - Disaster Field Office

DHA - Department of Humanitarian Affairs

DHS - Department of Homeland Security

DIR - Department of Industrial Relations

DIS - Drug Information Statement

DMAT - Disaster Medical Assistance Team

DMORT - Disaster Mortuary Organizational Response Team

DOD - Department of Defense

DOI - Department of Insurance

DOJ - Department of Justice

DPS - Ohio Department of Public Safety

DRC - Disaster Recovery Center

DRB - Disaster Recovery Branch (Ohio EMA)

DWI - Disaster Welfare Inquiry

e.g. - Exempli gratia, or, for example

EAS - Emergency Alert System

ED - Emergency Department

EEI - Essential Elements of Information

EMAC - Emergency Management Assistance Compact

EMI - Emergency Management Institute

EMP - Electromagnetic Pulse

EMPG - Emergency Assistance Preparedness Grant

EMT - Emergency Medical Technician

EO - Executive Order

EOC - Emergency Operations Center

EOP - Emergency Operations Plan

EPI - Emergency Public Information

EPA - Environmental Protection Agency (Federal)

ERT - Emergency Response Team (Federal)

ERT-A - Advance Element of the Emergency Response Team

ESF - Emergency Support Function

FAA - Federal Aviation Administration

FBI - Federal Bureau of Investigation

FCC - Federal Communications Commission

FCO - Federal Coordinating Officer

FDA - Food and Drug Administration

FEMA - Federal Emergency Management Agency

FENARS - FEMA National Radio System

FIRM - Flood Insurance Rate Map

FM - Frequency Modulation

FRERP - Federal Radiological Emergency Response Plan

FS - Facility Survey

FY - Fiscal Year

GIS - Geographic Information System

GSA - General Services Administration

GZ - Ground Zero

HA - Hazard Analysis

HAN – Health Alert Network

HAZMAT - Hazardous Material

HF - High Frequency

HI - Hazards Identification

HRSA – Health Resources and Services Administration

HSPD-5 - Homeland Security Presidential Directive-5

IAO - Individual Assistance Officer

IAP - Incident Action Plan

IC - Incident Command or Incident Commander

ICP - Incident Command Post

ICS - Incident Command System

ID on Call – Infectious Disease on call

IEMS - Integrated Emergency Management System

IFGP - Individual and Family Grant Program

IMT - Incident Management Team

ITG - Imminent Threat Grant

JDF - Joint Dispatch Facility

JIC - Joint Information Center

JIS - Joint Information System

JTF - Joint Task Force

LEADS - Law Enforcement Automated Data System

LEERN - Law Enforcement Emergency Radio Net

LEPC - Local Emergency Planning Committee

LHD - Local health department

LNO - Liaison Officer

LOC - Letter-of-Credit

LSC - Legislative Service Commission

MC - Mobilization Center

OhioMHAS - Ohio Department of Mental Health and Addiction Services

MARCS - Multi-Agency Radio Communications System

MI – Managed Inventory

MMRS – Metropolitan Medical Response System

MOA - Memorandum of Agreement

MOU - Memorandum of Understanding

MRE - Meals Ready to Eat

NA - Needs Assessment

NAWAS - National Warning System

NCC - National Coordinating Center

NCCEM - National Coordinating Council on Emergency Management

NCS - National Communications Center

NDMS - National Disaster Medical System

NEHRP - National Earthquake Hazards Reduction Program

NEMA - National Emergency Management Association

NIOSH – National Institute for Occupational Safety and Health

NFA - National Fire Academy

NFS - National Facility Survey (FEMA)

NGO - Nongovernmental Organization

NIMS - National Incident Management System

NIOSH - National Institute for Occupational Safety and Health

NRP - National Response Plan

NOAA - National Oceanic and Atmospheric Administration

NORAD - North American Air Defense Command

NRC - Nuclear Regulatory Commission

NSDD - National Security Decision Directive

NVOAD - National Voluntary Organizations Active in Disaster

NWC - National Weather Center

NWS - National Weather Service

OAC - Ohio Administrative Code

OBBS - Ohio Board of Building Standards (Dept. of Commerce)

OBES - Ohio Bureau of Employment Services

OBM - Ohio Office of Budget and Management

OBWC - Ohio Bureau of Workers Compensation

OCES - Ohio Cooperative Extension Service

OCSC – Ohio Community Service Council

ODA - Ohio Department of Agriculture

ODADAS - Ohio Department of Alcohol and Drug Addiction Services

ODC – Ohio Department of Commerce

ODE - Ohio Department of Education

ODH - Ohio Department of Health

ODHS - Ohio Department of Human Services

ODIR - Ohio Department of Industrial Relations

ODLC - Ohio Department of Liquor Control

ODNR - Ohio Department of Natural Resources

ODOC - Ohio Department of Commerce

ODOD - Ohio Department of Development

ODOT - Ohio Department of Transportation

ODPS - Ohio Department of Public Safety

ODRC - Ohio Department of Rehabilitation and Corrections

OEIC - Ohio Earthquake Information Center

OEMS - Ohio Emergency Medical Services

OEPA - Ohio Environmental Protection Agency

OFB - Ohio Farm Bureau

OFDA - Ohio Funeral Directors' Association

Ohio EMA - Ohio Emergency Management Agency

Ohio EPA - Ohio Environmental Protection Agency

OHNG – Adjutant General’s Department, Ohio National Guard

OKI - Ohio-Kentucky-Indiana Regional Council of Government

OPHCS – Ohio Public Health Communications System

ORC - Ohio Revised Code

ORSANCO - Ohio River Valley Sanitation Commission

OSC - On-Scene Coordinator

OSHA – Occupational Safety and Health Administration

OSHAB - Ohio Seismic Hazards Advisory Board

OSHP - Ohio State Highway Patrol

OVMA - Ohio Veterinary Medical Association

PA - Public Assistance or Public Affairs

PAO - Public Assistance Officer (Disaster Assistance)

PAO - Public Affairs Office (Emergency Public Information)

PDA - Preliminary Damage Assessment

PF - Protection Factor

PHS - U.S. Public Health Service, Department of Health and Human Services

PIO - Public Information Officer

PL - Public Law

POA - Point of Arrival

POC - Point of contact

POD - Point of Departure

POD - Point of Distribution

PSI - Pounds per square inch

PUCO - Public Utilities Commission of Ohio

RACES - Radio Amateur Civil Emergency Service

RADEF - Radiological Defense

RCRA - Resource Conservation and Recovery Act (EPA 1976)

RDN - Regional distribution node

REACT - Radio Emergency Associated Communications Team

RERP - Radiological Emergency Response Plan

RIM&C - Radiological Instrument Maintenance and Calibration

RM - Radiological Monitor

RMRS - Regional Medical Response System

RO - Radiological Officer

RSC - Rehabilitation Services Commission of Ohio

RSS - Receive, store, and stage

RRT - Radiological Response Team

SA - Staging Area

SAC - Strategic Air Command

SAR - Search and Rescue

SAMHSA - Substance Abuse and Mental Health Services Administration

SARA - Superfund Amendments and Reauthorization Act

SBA - Small Business Administration

SCBA - Self-Contained Breathing Apparatus

SCO - State Coordinating Officer

SFM - State Fire Marshal's Office

SITREP - Situation Report

SLGC - State and Local Government Commission

SNS - Strategic National Stockpile

SO - Safety Officer

SOG.-.Standard Operating Guides or Guidelines

SOP - Standard Operating Procedure

SRT - Strategic response team

SSB - Support Services Branch

TARU - Technical Advisory Response Unit

TCP - Traffic Control Points

UHF - Ultrahigh frequency

USACE - United States Army Corp of Engineers

USAR - Urban Search and Rescue

USDA - United States Department of Agriculture

USDA-FSA - United States Department of Agriculture Farm Service Agency

USDOT – United States Department of Transportation

USEPA – United States Environmental Protection Agency

USGS - United States Geological Survey

USDHHS - United States Department of Health and Human Services

USPHS - United States Public Health Service

VHF - Very high frequency

VIS - Vaccine information Statement

VLf - Very low frequency

VMI – Vendor-managed inventory

VOAD - Voluntary Organizations Active in Disasters

WMD - Weapons of Mass Destruction