

# Emergency Operations Plan Policy 6.1

## SUMMARY

One goal of the Federal Emergency Management Agency (FEMA) is to develop, in partnership with State and local governments, a National Incident Management System (NIMS) that is comprehensive, risk based, and all-hazards in approach. Crucial to this system are emergency operations plans (EOP), which describe what organizations will do before, during, and immediately after an emergency.

In normal conditions, day-to-day emergency response and operations are conducted by departments and agencies that are dispersed throughout the city. In a large-scale emergency or disaster, the city will activate an emergency operations center (EOC), where centralized emergency management can be performed. EOC facilitates an effective and efficient coordinated response by the city and local stakeholders who are involved in the emergency response and recovery efforts.

EOCs are activated for various reasons based on the needs of the city, which can include the context of a threat, the anticipation of events, or in response to an incident. Through emergency operations the EOC will protect and preserve the lives, safety, health, and property of the city. When any changes occur to the procedures, internal city leadership will be notified.

Section 1. Purpose

Section 2. Plan

## S1. PURPOSE

The City of Watertown's Emergency Operations Procedure (EOP) details what the city will do during a disaster or emergency by describing incident command implementation, the command center location and activities, specific plans by department, and more. This plan is developed as an all-hazards plan for information sharing and resource requests. The "all hazards" approach allows the city the ability to respond to a range of emergencies varying in scale, duration, and cause.

## S2. PLAN

The City of Watertown's Emergency Operations Plan is intended solely for internal use within the City and should not be distributed externally.

## Continuity of Operations Plan Policy 6.2

### SUMMARY

The City of Watertown's Continuity of Operations Planning (COOP) is the effort within individual city departments to ensure they can continue to perform their primary mission essential functions during a wide range of emergencies. This requires planning and agreements in place if a department needs to relocate its operations to an alternate site to ensure the continuance of its essential functions. In its entirety, the COOP addresses not only high-level overview information about how the City of Watertown responds to different types of disruptions, but also the operational detail necessary to support these disruptions.

Section 1. Purpose

Section 2. Plan

### S1. PURPOSE

The City of Watertown's Continuity of Operations Plan is to provide the framework for city departments to restore mission essential functions to employees and city operations if an emergency disrupts operations.

### S2. PLAN

The City of The City of Watertown's Continuity of Operations Plan is intended solely for internal use within the City and should not be distributed externally.

## Building Safety & Emergency Plan Policy 6.3

### SUMMARY

Each city department has a Building Safety Plan and an Emergency Plan. The Building Safety Plan describes evacuation plans, actions to take during certain emergencies, and includes a map showing locations for sheltering in place and evacuating. The Emergency Plan is used for more detailed information on actions to take during certain emergencies, which includes employee notification, lock downs, and how to work with the media during an emergency.

Section 1. Purpose

Section 2. Plan

### S1. PURPOSE

The City of Watertown's Building Safety and Emergency Plans provide procedures for handling sudden or unexpected situations. The objective for both plans is to be prepared to prevent fatalities and injuries, reduce damage to buildings, assets, and equipment, and accelerate the resumption of normal operations.

### S2. PLAN

The City of Watertown's Building Safety and Emergency Plans are intended solely for internal use within the City and should not be distributed externally.

## Weather Policy 6.5

### SUMMARY

Severe weather in any aspect can pose a threat to life and property. A severe weather incident will likely have significant impacts on all city departments. The City of Watertown is vulnerable to a variety of severe weather incidents including, but not limited to, flooding, thunderstorms, extreme temperatures, hazardous air quality, and severe weather events that affect other parts of the country. Additional considerations generated by severe weather include, but are not limited to the following:

- Supply disruption
- Communications failure
- Power failure
- Mass casualty incidents
- Civil disorder

Section 1. Purpose

Section 2. Plan

### S1. PURPOSE

The City of Watertown's Weather Plan provides specific frameworks for use during a weather-related emergency or disaster impacting the City of Watertown's departments.

### S2. PLAN

The City of Watertown's Weather Plan is intended solely for internal use within the City and should not be distributed externally.