

ORSDF

162nd ROT

Emergency Communications (ECOM) Plan 2010-1

Oregon State Defense Force 162nd Regimental Operations Team



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Emergency Communications (ECOM) Plan 2010-1

TASKED ORGANIZATION(S): 162 Regimental Operations Team

1. SITUATION:

A disaster condition may result from a catastrophic earthquake, significant natural disaster or other incident that produces extensive damage and results in large volumes of requests from all levels of government authority for services required for saving lives and alleviating human suffering. These authorities require accurate and timely information on which to base their decisions and focus their response actions.

Widespread damage to commercial telecommunications facilities is likely. At a time when the need for real-time electronically processed information is greatest, the capability to produce it may be seriously restricted or nonexistent. All surviving telecommunications assets of the various levels of government, augmented by extra-regional assets, will be needed immediately to assure a proper response to the needs of victims of the event.

2. MISSION:

Provide emergency and disaster communications that support survival and recovery plans. Provide fixed and mobile communications that support the disaster preparedness program(s). Provide voice and point-to-point record (data) communications that support emergency (disaster) plans.

2.1 AUTHORITY:

The 162nd Regimental Operations Team operates under the authority assigned by the Governor of Oregon through The Adjutant General (TAG) of Oregon. Emergency communications support will be conducted within the guidelines identified in this manual and ORNGR 10-2.

3. OBJECTIVE(S):

162nd Regimental Operations Team will provide communications support for Emergency/Disaster operations in their area of responsibility as required by the situation and directed by The Adjutant General through the Oregon Defense Headquarters and through the Joint Operations Center when activated.

162nd Regimental Operations Team will also:

3.1 Provide auxiliary communications for military and civilian officials during emergencies.

3.2 Provide primary or backup communications for military installation disaster response forces as required.

3.3 Provide Essential Elements of Information (EEI) Reports and SPOT Reports to the Joint Operations Center and Unit Commander as required.

4. SUPPORTED ORGANIZATIONS AND AGENCIES:

162nd Regimental Operations Team will support Oregon State Defense Force, State Emergency Management Agencies, Military and other organizations and agencies as may be directed during emergency/disaster support.

5. COMMAND AND CONTROL:

5.1 Federal Emergency Management Agency (FEMA) is the primary resource advisor for disaster and emergency response within the Region.

5.2 Joint Operations Center (JOC) is the responsible State-level Department for military support to civilian authorities.

5.3 State Emergency Management Agency is the primary resource advisor for disaster and emergency response within each state.

5.4 Oregon State Defense Force Headquarters, 41st Regimental Operations Group is responsible for the 162nd Regimental Operations Team.

6. TASKED EQUIPMENT AND SYSTEMS:

Equipment and systems employed are determined by the situation and mission requirements. Equipment may be both government owned and privately owned and maintained by individual Team members. Equipment and systems are made available at no charge, in support of the Joint Operations Center, the public interest and safety.

7. EXECUTION:

Joint Operations Center (JOC) has overall responsibility for coordination of 162 Regimental Operations Team support are activated under its jurisdiction.

7.1 ALERTING: 162nd Regimental Operations Team Headquarters and team leaders will maintain a current roster or list of all assigned team members and their telephone numbers. The list should also include, as a minimum home, cell, and email addresses. The S1 and or team leaders will ensure that this roster is distributed to all members within their jurisdiction for use in an emergency or disaster. A copy should also be forwarded to the 41st Regimental Operations Group.

7.1.1 It is the responsibility of all team members to remain alert by monitoring local radio and television broadcasts when conditions are favorable for emergency or disaster situations to occur, such as heavy rains, floods, hail, damaging winds, tornados, etc. Even when conditions seem to be normal an emergency situation or disaster may strike without warning, such as a **“HAZMAT”** (*Hazardous Materials*) event that could lead to evacuations in some areas. Earthquakes, brush fires, etc. are also events that strike without warnings.

7.1.2 In the event of an emergency or disaster situation occurring, affiliate members should contact their team leaders to ensure that they are aware that a situation exists that may require 162nd Regimental Operations Team support. (***By giving an appraisal of emergency conditions, damage assessment, etc.***) The 162 ROT Commander and/or the Team Leader will declare that an emergency exists and take appropriate action .

7.1.3 Team members experiencing an emergency or disaster situation that has already occurred should immediately report to Team Frequencies and determined by monitoring if an ECOM Net has been established. If there is an ECOM Net in progress then the Team Member should check-in and be available for the taking of and/or relaying emergency traffic as necessary.

7.1.4 ECOM ALERT (READINESS) CODES: The ECOM CONDITION CODES serve the same function as the WARNORD and OPORD. These are considered authorization to implement the ECOM actions directed by each condition.

7.1.4.1 ECOM CONDITION 5 Emergency Communications Condition 5 Normal Communications Operations. (Normal Day to Day Operations)

7.1.4.2 ECOM CONDITION 4 Emergency Communications Condition 4 Conditions exist that may develop into potential emergency/disaster situations over the next few days. NOTE: This is primarily used for potentially severe weathers ALERTS issued by the National Weather Service and should be used any time severe weather is predicted.

Take the following actions:

Stay alert to News and Weather reports for potential problems.
Be prepared to change ECOM Conditions to higher Readiness levels.
Check-in to your team leader.

7.1.4.3 ECOM CONDITION 3 Emergency Communications Condition 3
An emergency or disaster situation is expected to develop within 48 hours.

Take the following actions:

Monitor regular and/or primary ECOM Net frequencies. Make every effort to check into Nets to obtain the latest information about the potential emergency/disaster situation. Continue normal team operations and
REMAIN ALERT.

7.1.4.4 ECOM CONDITION 2 Emergency Communications Condition 2
An emergency or disaster situation is anticipated within 24 hours.

Take the following actions:

Take all actions required to activate ECOM operations on short notice
Maintain close contact with State and local Officials for guidance and up to date information. Monitor regular or ECOM Nets for updates.
STAY ALERT.

7.1.4.5 ECOM CONDITION 1 Emergency Communications Condition 1
An emergency or disaster is imminent.

Take the following actions:

Suspend all normal operations
Activate all ECOM Networks (NETS) and ECOM Plan(s)
Check-in to ECOM Nets and monitor (Guard) closely.

7.1.4.6 ECOM CONDITION 0 Emergency Communications Condition 0
An Emergency or Disaster situation exists.

Take the following actions:

Same actions as ECOM Condition 1
Ensure all ECOM Nets and systems are in full operation
Provide ECOM assistance to Local, State and Federal Emergency management Agencies as needed.

7.1.4.7 Unless an emergency or disaster situation is local and requires no outside support, ECOM Alerts are applicable to the entire Region.

7.1.4.8 The establishment of an ECOM Net will preclude all other nets until alert conditions are no longer required. **(ECOM Condition 5)**

7.1.4.9 When ALERT CONDITIONS are no longer required, Broadcast **ECOM CONDITION 5** to notify Stations to resume normal operations.

7.1.5 Major Emergency/Disaster operations involving ORSDF units will normally be preceded by a WARNING ORDER (WARNORD)

The **WARNORD is an ALERT MESSAGE**, broadcast to all team members, advising them of potential/probable tasking of 162nd Regimental Operations Team resources in support of an Emergency/Disaster situation. When a WARNORD is received, team leaders should:

7.1.5.1 Activate the alerting process to ensure that all team members can be prepared and will monitor for further information and instructions. This will make the OPORD (ECOM Activation) notification much easier.

7.1.5.2 Advise team members to monitor local/region ECOM frequencies and ECOM frequencies for further information.

7.1.6 Major Emergency/Disaster operations involving 162nd Regimental Operations Team will normally be preceded by an OPERATIONS ORDER (OPORD) The **OPORD is an ECOM Activation Order**, authorizing and directing ECOM operations by 162nd Regimental Operations Team This OPORD should be formatted similar to the ECOM Plan and edited to provide only the specific guidance, based upon available information, needed for the ECOM Operation. Use the ECOM Plan as a reference and further guidance.

7.1.7 The ECOM CONDITION (Readiness Codes Section 7.1.4) serves the function as the WARNORD and OPORD. These are considered authorization to implement ECOM actions and actions identified in each. Not all emergency or disaster situations will be preceded by a WARNORD or OPORD, especially when situations occur with no prior warning, such as manmade disasters or emergencies.

7.2 WARNORD/OPORD PROVIDES TASKED ORGANIZATIONS: 162 Regimental Operations Team

7.2.1 SITUATION, an overview of the emergency or disaster;

7.2.2 MISSION, what we are expected to do (Send EEI Reports, ETC.);

7.2.3 EXECUTION, identify frequencies and ECOM Nets to monitor for information and joint service coordination frequencies/nets. These frequencies are provided for use in addition to your local/Region ECOM Plans.

7.3 TASK(S): Establish and maintains the following communications capabilities (if applicable):

7.3.1 HF/USB Voice Network on. Frequencies are as follows:
4.640 upper side band for all armories

7.3.2 HT Voice Network on. Frequencies are as follows:

Amateur Radio (HAM) Simplex Ops 146.520. Repeaters will be used as necessary on available channels.

7.4 CONCEPT OF OPERATIONS:

7.4.1 At the direction of the 162nd Commander or his/her designated representative, a Command and Control Net will be established at the Springfield Armory for the purposes of coordinating emergency/disaster communications support and handling communications activities for the 162nd ROT.

7.4.2 A liaison station will be assigned to county Emergency Operations Centers to maintain communications with the JOC, and other supported agencies when tasked, on the assigned frequencies as determined at the time of the activation and as directed by the OPORD.

7.4.3 All 162nd team members should be familiar with, and proficient in preparing and transmitting ESSENTIAL ELEMENTS of INFORMATION (EEI) on the ICS 213 to the JOC and other agencies as required.

7.4.4 A Gateway Station capable of E-MAIL or DIGITAL will be established as needed to receive incoming Essential Elements of Information (EEI) reports from State and local operations, and forward them to the JOC

7.4.5 Stations operating within Emergency/Disaster areas should prepare and transmit Essential Elements of Information (EEI) reports to the applicable agencies VIA E-MAIL if available or DIGITAL. An E-MAIL or DIGITAL Gateway Station may be utilized to assist.

7.4.6 DATA/DIGITAL (Record Communications) capabilities on HF and VHF may be established and maintained as required.

7.4.7 VHF Voice and PACKET operations may be conducted as required if available.

8. LOGISTICS:

8.1 162 Regimental Operations Teams will normally operate from the Emergency Operations Center stations unless situations require deploying to other operating locations.

8.2 162 Regimental Operations Teams should be equipped and prepared to deploy to Emergency Operations Center and establish communications links and systems required to support organizations and agencies involved in emergency/disaster operations.

8.3 162 Regimental Operations Teams should be capable of integrating their equipment, systems, and operating procedures with other DOD and Emergency Management and Military agencies.

8.4 162 Regimental Operations Teams should be familiar with and proficient in preparing and transmitting ICS form – 213, ICS form - 309.

8.5 Commercial power sources should be used whenever possible in order to conserve batteries and other emergency power sources.

9. RECORDS: (Logs & Reports)

9.1 Accurate and complete logs will be maintained in order to account for 162 Regimental Operations Team participation in any operation, as well as serve as a key source of information for review and analysis of 162 Regimental Operations Teams effectiveness in providing the tasked communications support. Logs should include Message counts (transmitted/originated and received) and any pertinent information.

9.2 Net participation reports will be submitted to the 162 Regimental Operations Team Commander and Commo Officer as soon as possible after termination of an operation or exercise by the Net Control Station(s).

9.3 After-action reports based upon both actual emergencies and exercises provide a significant tool for managers at all levels in evaluating 162 Regimental Operations Team operations. After-action reports not only identify potential shortcomings, but they also provide valuable information on specific portions of an operation that worked well and those that didn't work so well. After actions reports should include, but are not limited to the subject areas identified in the message format.

9.4 After Actions Reports will be filed team leaders and the RTO (2) days after the termination of an operation or exercise.

9.5 Commo Section after Actions Reports will be filed with the Commanding Officer within 7 working days after termination of an operation or exercise. This report is more detailed and will provide additional feedback required to enhance our mission capabilities.

9.6 Reports may be submitted in Message Format, Mail, E-MAIL, or the most convenient method available.

10. SAFETY:

10.1 All possible precautions will be taken to prevent accidents or injuries to all 162 Regimental Operations Team members and other persons.

10.2 Antenna systems and equipment will be installed in such a manner as to minimize physical, electrical, and radiation safety hazards.

11. DISTRIBUTION:

11.1 162 Regimental Operations Team Leaders will make every possible effort to ensure that all team members are provided with a copy of the current ECOM Plan.

11.2 The Emergency Communications Plan will be available for downloading on the 162 Regimental Operations Team website in PDF format and/or a WinZip file for those members that have internet capability.
(<http://162rot.org>)

11.3 Special distribution requirements will be identified to the commo officer for processing.

By signing below I state that I have received and will follow the standard operations procedures in these SOP guidelines.

Printed name of team member

Signature of team member

Date

Printed name of Team Leader

Signature of Team Leader

Date