

<INSERT PICTURE OF STATE/STATE LOGO HERE>

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INTRODUCTION

Purpose

The purpose of this Tabletop Exercise is to observe how State Fire Officials utilize their statewide Emergency Response Plan (SERP) in large scale emergencies where local resources are disabled due to the disaster or are otherwise unavailable and statewide resources must be summoned to assist in the mitigation of the incident.

Scope

. This exercise will focus on < insert state name here> role in response to the potential consequences of a large scale natural or technological disaster located somewhere in <insert state name here>. **Processes and decision-making are more important than minute details.** The emphasis is on coordination, integration of capabilities, problem identification, and resolution.

Exercise Objectives

- Activate the Statewide Emergency Response Plan (SERP) per the local protocols;
- Be knowledgeable of the plan components and their relationship to other components within the plan;
- Others?

Exercise Structure

Module 1 – Scenario Begins

Module 2 – Incident Continues

Module 3 – Response Expands

Module 4 – Continued Response

The lead facilitator may be assisted by supporting facilitators to keep the discussion focused on stated objectives of the exercise, as these serve as the foundation for exercise evaluation.

Roles and Responsibilities

Participants respond to the situation presented based on expert knowledge of response procedures, current plans, and insights derived from training and experience.

Observers (if present) do not participate in the moderated discussion period.

Evaluators will not participate in the discussion periods. They will be present for the duration of the discussions and hot wash, gathering data and writing notes about the players' responses in order to provide feedback for the exercise After Action Report (AAR).

Invited Participants

<Insert participants here>

Assumptions and Artificialities

To support conduct of any exercise, a number of assumptions and artificialities may be necessary to complete play in the allotted time and to portray evolving challenges and response progress. Additionally, these artificialities are necessary to present situations that drive participants to address issues that are key to achieving the exercise objectives. For this TTX, the following will apply:

- The scenario is plausible, and events occur as they are presented.
- There are no “hidden agendas” or trick questions.
- All participants receive information at the same time.

Exercise Guidelines

The following exercise rules apply to this TTX:

- There is no single correct solution. Discussion should be based on knowledge of current plans, capabilities (i.e., use only existing assets) and insights derived from training.
- Think outside the box—organizational positions and policies are not limiting. Make the best decision based on the circumstances presented.
- Decisions are not precedent setting, and may not reflect the installation’s final position on any given issue. This exercise is an opportunity to discuss all options and possible solutions.
- Assume your agency would receive cooperation and support from other responders and agencies in this scenario, if such support would be normally available.
- **Fight the problem, not the exercise!**

EXERCISE SCHEDULE

0800	Registration
0830	Introduction and Overview
0900	Scenario Begins (Module 1) Situation Presentation Facilitated Discussion
0930	Incident Continues (Module 2) Situation Update Facilitated Discussion
1030	Response Expands (Module 3) Situation Update Facilitated Discussion
	Continued Response (Module 4) Situation Update Facilitated Discussion
1130	Closing Comments

NARRATIVE

General Scenario

Homeland Security Advisory System (HSAS) Condition Yellow (Elevated) is in effect. Non-specific terrorist threats to government facilities and buildings have been identified. Weather conditions are normal for this time of year and no environmental anomalies have been noted. There are no unusual events occurring in other states and all response agencies are at a stable state.

Background Information

<Insert city name here> has a population of <insert number here> and is located <insert geographical location here> in <insert state name here>. <Insert city name here> has experienced only <insert number here> large scale disasters in the past <insert number here>. Weather conditions are generally normal for each season. <Add additional background information here>.

MODULE 1 – SCENARIO BEGINS

It is 0700 Friday morning as Safety Inspector Joe Smart tours the plant making his final rounds for his shift. Monday is a holiday and he is looking forward to the three day weekend. Although the plant will not shut down, he is scheduled off and is looking forward to getting away from work. As he examines the last 24" valve, he hears a prominent "bang" and the valve stem comes loose from the housing pouring methyl isocyanate all over, completely soaking him. In his last moments he realizes that he will not be fishing this weekend nor any other weekend as he falls to the ground dead.

Most of the night shift employees are eagerly leaving the plant, looking forward to some sleep and some well deserved relaxation. The weekend's skeleton crew has not yet gotten to their stations in the plant. The shift supervisor, Mac Donald, is doubling as the safety inspector and is reading through the previous night's reports when the low pressure alarm activates, indicating that something is seriously wrong. As he runs to the control room he can see a cloud of methyl isocyanate (MIC) rolling along the ground toward the nearby town of <insert town name here>. The supervisor knows instinctively that the MIC moving into the town will cause the greatest disaster since the Bhopal, India incident of 1984. What he doesn't know is that the incident has taken its first victim, 39 year old Joe Smart.

As Donald enters the control room he can see by the indicator lights that the failure is near the chemical process end stages, where the MIC is transferred into the 43 ton storage tanks. He begins shutting down the processing system but for some reason things are not shutting down properly. He glances out the control room window and sees the leaking valve and his friend and co-worker Joe Smart laying in the liquid MIC. Instinctively he vomits all over the control panel as he imagines the pain and agony Joe must have felt in his last minutes.

Donald steps across the control room and pulls the alarm switch which signals the entire plant that there is a problem and mobilizes the plant emergency brigade. Because this is a long holiday weekend there

are only 10 members present who can "suit up" to begin working on the errant valve. Donald also dials 9-1-1 and reports the incident to the local fire department which dispatches a pre-determined response to the plant. By 0730, there are responders enroute, the plant has been alarmed to the valve problem and the plant brigade members are getting suited up, and internal plant notifications have been made.

Task

Consider the issues in this Module. You should also identify any additional requirements, critical issues, decisions, and questions you believe should be addressed at this point in the scenario.

Note: *These questions are divided by functional area and should be used to stimulate issues and discussion. Neither facilitators nor participants should read off each question and answer them; these are only provided as guides for discussion.*

What level of activity is necessary for the SERP to be activated?

What is the SERP activation process?

What actions are being taken in consideration of the possibility that the local jurisdiction may request state assistance?

What actions does the statewide emergency response plan (SERP) allow at this stage of an incident?

How does the SERP address mass casualty issues?

MODULE 2 – INCIDENT CONTINUES

In the nearby town people are beginning to get out of bed to start their day: fathers preparing for work and mothers getting children ready for school. The small town has a population of 25,000 and the mainstay of employment is the nearby chemical plant. At 0735 citizens are curious as they hear multiple sirens in the background getting closer and closer.

By 0745 Fire and HazMat crews are arriving at the plant and are setting up operations. The Incident Commander (I.C.) is met by Mac Donald who relates the situation. They agree that the nearby neighborhood should be evacuated immediately, but not until there are enough firefighters and law enforcement officers to coordinate the evacuation. The I.C. makes an "all-hands" request to the 9-1-1 center- a request for as many responders as are available. The 9-1-1 center begins notifying local and nearby response agencies and then contacts the state EOC for additional assistance. Consensus is that approximately 250 - 300 firefighters and 100 - 200 law enforcement officers will be needed.

As children begin walking to their school bus stops, they and their parents see the oncoming cloud and are horrified. Although they don't recognize the full potential of the situation, they are panic stricken and run back into their homes. Few realize that in less than 1 hour many of the citizens of the town will be dead and many more will require transport and extensive and medical treatment.

Task

Consider the issues in this Module. You should also identify any additional requirements, critical issues, decisions, and questions you believe should be addressed at this point in the scenario.

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What actions would be taken at this stage of the incident?

Which, if any, sections of your SERP have been initiated?

Does the SERP allow state officials to "reach out" to local jurisdictions to offer assistance?

MODULE 3 – RESPONSE EXPANDS

The I.C. requests local weather conditions and is told that winds are aimed directly at the town's center at 5 m.p.h. The I.C. realizes that the best plan of action is to begin evacuation from the far end of town. As more and more emergency responders arrive, they are assigned to the far end of town to begin evacuating citizens from that end. The I.C. realizes that by sheer numbers nearly 5000 citizens will not get out in time. That means that some number of citizens will require rescue, decontamination and transport to medical facilities. Firefighters are instructed to don full PPE including SCBA for the evacuation. By 0805 egress lanes are designated and the evacuation begins. Only more time or a wind shift will help now.

In all of the excitement many off-duty responders begin arriving and attaching themselves to operating units already engaged. Nobody realizes that they are present, only that some more firefighters have shown up. Although their assistance is gratifying, they are not accountable should the need to withdraw or change locations be ordered.

Task

Consider the issues in this Module. You should also identify any additional requirements, critical issues, decisions, and questions you believe should be addressed at this point in the scenario.

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With the need for all of these resources, what other steps must be taken?

How are these resources being tracked?

What specific forms are being used?

What support is necessary for the deployed resources?

What about 'force protection' for these resources?

Does the SERP address the issue of self-dispatching? How is this handled?

Does the SERP spell out inter-agency coordination?

MODULE 4 – CONTINUED RESPONSE

By 0830 the broken valve has been repaired, but not before 4 liquid tons of MIC have been released. The plant emergency brigade has used sodium hydroxide to stem the vapors and begin the cleanup. Cleanup may take weeks which would require the town to be deserted just as long.

At 0845 the I.C. decides that he must break the firefighters into two shifts to facilitate the continuous evacuation process. He directs unit commanders to complete this task and assess the need for additional responders. The overwhelming reply is that another 100 responders is necessary. That request is made to the 9-1-1 center. Right now, the IC is unsure of exactly how many responders are on-scene.

Another problem is communications. Some of the operating units are unable to communicate with others due to frequency incompatibilities. This is especially true between fire and law enforcement units. The IC makes a request through the 9-1-1 center for a specialized communications unit or some like unit that might be available from the National Guard.

By midnight the town has been evacuated. The preliminary assessment of DOA's is nearly 3500 that didn't make it out in time. Approximately 1000 were transported by ambulance, bus and POV to local and regional medical facilities. The leaking valve has been stable since 0900 the previous morning. The plant was completely shut down by 11 AM. The only remaining issues are the cleanup and investigation of how this terrible incident occurred.

Task

Consider the issues in this Module. You should also identify any additional requirements, critical issues, decisions, and questions you believe should be addressed at this point in the scenario.

Note: *These questions are divided by functional area and should be used to stimulate issues and discussion. Neither facilitators nor participants should read off each question and answer them; these are only provided as guides for discussion.*

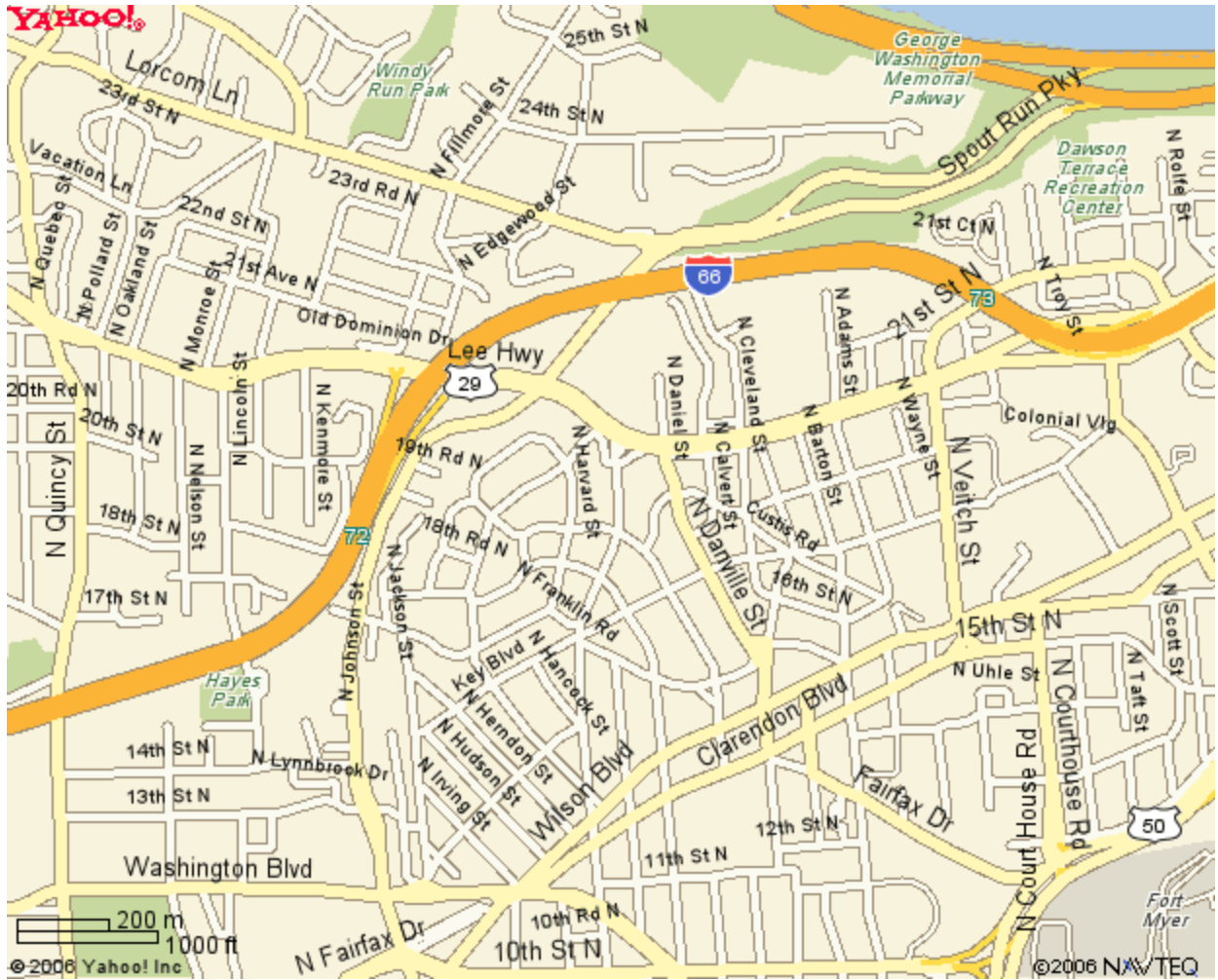
How does the SERP address the potential for incompatibilities in communications?

How would GIS be used to help manage these events?

As resources are no longer needed, how are they demobilized and returned to their respective jurisdictions?

Appendices

TTX Incident Site(s) A-1
Assessment MethodologyB-1



IMAS TABLETOP EVALUATION FORM

RATED BY:

STATE:

This form is used to evaluate the tabletop exercise for <state name>. Evaluators should be familiar with the state's Fire Statewide Emergency Response Plan (SERP).

The evaluation boxes listed below are used to evaluate the TTX exercise. One of three letters is placed in the second to last column: **S** for Satisfactory, **P** for Partially Satisfactory and **N** for Not Satisfactory. Evaluators will have some latitude in evaluating plan components.

Satisfactory- There is definitive evidence that the plan addresses the specific issue being evaluated, e.g., "Communications Plan Activated". If the plan fully addresses the communications plan, how it is activated and spells out how communications are accomplished in the event normal communications are disabled (i.e., phone lines are down).

Partially Satisfactory- There is limited evidence that the plan addresses the specific issue being evaluated, e.g., "Communications Plan Activated". If the plan partially addresses the communications plan, or only briefly states how it is activated and spells out only briefly without specifics how communications are accomplished in the event normal communications are disabled (i.e., phone lines are down).

Not Satisfactory- There is no evidence that the plan addresses the specific issue being evaluated, e.g., "Communications Plan Activated". If the plan does not address the communications plan, or does not states how it is activated or does not spell out how communications are accomplished in the event normal communications are disabled (i.e., phone lines are down), or there is no plan component evident at all.

1. ACTIVATION OF PLAN COMPONENTS

	S =	0%	
	P =	0%	
	N =	0%	COMMENTS
a. Plan activation per plan procedures I. Appropriate people II. Appropriate documents			
b. Preparation activities (if applicable)			
c. Notifications to appropriate ESFs			
d. Communication/notification systems activated			
e. Resource inventory and definitions (per NIMS)			

2. DEPLOYMENT OF RESOURCES

	S =	0%	
	P =	0%	
	N =	0%	COMMENTS
a. Proper processing of resource requests			
b. Identification of staging area(s)			
c. Resource tracking plan to include: I. Resource request completed II. Resource dispatched III. Resource E.T.A. IV. Resources on scene			
d. Policy and Procedures for dealing with self-dispatch			
e. Resource reassessment I. Reserve capacity in state II. Plans to obtain additional resources			
f. Demobilization protocols			

3. LOGISTICAL SUPPORT

	S =	0%	
	P =	0%	
	N =	0%	COMMENTS
a. Resource support beyond 72 hours			
b. GIS (if available)			
c. Communication plan followed			
e. Force Protection			

GENERAL COMMENTS:
