

University of Oklahoma Emergency Operations Plan (EOP)

GLOSSARY

<u>Active State</u>	Temporary periods of heightened alert or real-time response to threats or incidents.
<u>Agency</u>	A division of government with a specific function offering a particular kind of assistance. In the Incident Command System, agencies are defined either as jurisdictional (having statutory responsibility for incident management) or as assisting or cooperating (providing resources or other assistance). Governmental organizations are most often in charge of an incident, though in certain circumstances private-sector organizations may be included. Additionally, nongovernmental organizations may be included to provide support.
<u>All-Hazards</u>	Describing an incident, natural or manmade, that warrants action to protect life, property, environment, and public health or safety, and to minimize disruptions of government, social, or economic activities.
<u>Annexes</u>	See Emergency Support Function Annexes, Incident Annexes, and Support Annexes.
<u>Area Command</u>	An organization established to oversee the management of multiple incidents that are each being handled by a separate Incident Command System organization or to oversee the management of a very large or evolving incident that has multiple incident management teams engaged. An agency administrator/executive or other public official with jurisdictional responsibility for the incident usually makes the decision to establish an Area Command. An Area Command is activated only if necessary, depending on the complexity of the incident and incident management span-of-control considerations.
<u>Assessment</u>	The evaluation and interpretation of measurements and other information to provide a basis for decision-making.

<u>Assignment</u>	A task given to a resource to perform within a given operational period that is based on operational objectives defined in the Incident Action Plan.
<u>Branch</u>	The organizational level having functional or geographical responsibility for major aspects of incident operations. A Branch is organizationally situated between the Section Chief and the Division or Group in the Operations Section, and between the Section and Units in the Logistics Section. Branches are identified by the use of Roman numerals or by functional area.
<u>Capability</u>	A capability provides the means to accomplish a mission or function resulting from the performance of one or more critical tasks, under specified conditions, to target levels of performance. A capability may be delivered with any combination of properly planned, organized, equipped, trained, and exercised personnel that achieves the desired outcome.
<u>Catastrophic Incident</u>	Any natural or manmade incident, including terrorism that results in extraordinary levels of mass casualties, damage, or disruption severely affecting the population, infrastructure, environment, economy, local morale, and/or government. A catastrophic incident could result in sustained citywide impacts over a prolonged period of time; almost immediately exceeding resources normally available to The City of Oklahoma City; and significantly interrupting governmental operations and emergency services. A catastrophic incident will require massive state and federal assistance.
<u>Chain of Command</u>	A series of command, control, executive, or management positions in hierarchical order of authority.
<u>Chief</u>	The Incident Command System title for individuals responsible for management of functional Sections: Operations, Planning, Logistics, Finance/Administration, and Intelligence/Investigations (if established as a separate Section).
<u>Command</u>	The act of directing, ordering, or controlling by virtue of explicit statutory, regulatory, or delegated authority.
<u>Command Staff</u>	An incident command component that consists of a Public Information Officer, Safety Officer, Liaison Officer, and other

	positions as required, which report directly to the Incident Commander.
<u>Common Operating Picture</u>	A continuously updated overview of an incident compiled throughout an incident's life cycle from data shared between integrated systems for communication, information management, and intelligence and information sharing. The common operating picture allows incident managers at all levels to make effective, consistent, and timely decisions. The common operating picture also helps ensure consistency at all levels of incident management across jurisdictions, as well as between various governmental jurisdictions and private sector and nongovernmental entities that are engaged.
<u>Concept of Operations Plan</u>	A plan that describes the concept of operations for integrating and synchronizing Federal capabilities to accomplish critical tasks, and describes how Federal capabilities will be integrated into and support regional, State, and local plans to meet the objectives described in the Strategic Plan.
<u>Continuity of Operations Plan (COOP)</u>	A plan detailing activities of individual departments and agencies to ensure that their essential functions are performed during the threat or occurrence of any emergency.
<u>Coordinate</u>	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.
<u>Corrective Actions</u>	Implementing procedures that are based on lessons learned from actual incidents or from training and exercises.
<u>Critical Infrastructure</u>	Systems, assets, and networks, whether physical or virtual, so vital to the United States that the incapacity or destruction of such systems and assets would have a debilitating impact on security, national economic security, national public health or safety, or any combination of those matters.
<u>Demobilization</u>	The orderly, safe, and efficient return of a resource to its original location and status.
<u>Disaster</u>	Any natural or manmade incident that results in extended disruption of social processes within the community, extensive

	property/environmental damage, or significant numbers of injured persons or loss of life that demands a substantial crisis response; often requiring assistance from government powers and resources beyond the scope of the impacted community.
<u>Division</u>	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 Incident Command System organization between the Branch and resources in the Operations Section.
<u>Emergency Communications Center</u>	An interagency entity established to coordinate and disseminate information for the public and media concerning an incident. JICs may be established locally, regionally, or nationally depending on the size and magnitude of the incident.
<u>Emergency Management</u>	As subset of incident management, the coordination and integration of all activities necessary to build, sustain, and improve the capability to prepare for, protect against, respond to, recover from, or mitigate against threatened or actual natural disasters, acts of terrorism, or other manmade disasters.
<u>Emergency Management Assistance Compact (EMAC)</u>	A congressionally ratified organization that provides form and structure to interstate mutual aid. Through EMAC, a disaster-affected State can request and receive assistance from other member States quickly and efficiently, resolving two key issues up front: liability and reimbursement.
<u>Emergency Manager</u>	The person who has the day-to-day responsibility for emergency management programs and activities. The role is one of coordinating all aspects of a jurisdiction's mitigation, preparedness, response, and recovery capabilities.
<u>Emergency Operations Center (EOC)</u>	The physical location at which the coordination of information and resources to support incident management (on-scene operations) activities normally takes place. An EOC may be a temporary facility or may be located in a more central or permanently established facility, perhaps at a higher level of organization within a jurisdiction. EOCs may be organized by major functional disciplines (e.g., fire, law enforcement, and medical services), by jurisdiction

	(e.g., Federal, State, regional, tribal, city, county), or some combination thereof.
<u>Emergency Operations Plan (EOP)</u>	A framework that which delineates how a jurisdiction prepares for, responds to, recovers from, and mitigates the impacts of disasters that could adversely affect the health, safety and/or general welfare of the residents of the jurisdiction.
<u>Emergency Plan</u>	The ongoing plan maintained by various jurisdictional levels for responding to a wide variety of potential hazards.
<u>Emergency Response Plan (ERP)</u>	A plan developed by a department or agency that describes how that department or agency will respond to a disaster.
<u>Emergency Public Information</u>	Information that is disseminated primarily in anticipation of an emergency or during an emergency. In addition to providing situational information to the public, it also frequently provides directive actions required to be taken by the general public.
<u>Emergency Communications Center (ECC)</u>	OU Department of Marketing and Public Relations may establish an ECC at a designated location as the primary point for public information. The Director of Marketing and PR or their designee is in charge of the ECC and will coordinate with the individual PIO(s), Web and Social Media operators and support department and agencies.
<u>Evacuation</u>	Organized, phased, and supervised withdrawal, dispersal, or removal of civilians from dangerous or potentially dangerous areas, and their reception and care in safe areas.
<u>Event</u>	See Planned Event.
<u>Federal</u>	Of or pertaining to the Federal Government of the United States of America.
<u>FEMA Regional Offices</u>	FEMA has 10 regional offices, each headed by a Regional Administrator. The regional field structures are FEMA’s permanent presence for communities and States across America.

<u>Finance/Administration Section</u>	(1) Incident Command: Section responsible for all administrative and financial considerations surrounding an incident. (2) Joint Field Office (JFO): Section responsible for the financial management, monitoring, and tracking of all Federal costs relating to the incident and the functioning of the JFO while adhering to all Federal laws and regulations.
<u>First Responder</u>	Local and nongovernmental police, fire, and other emergency personnel who, in the early stages of an incident, are responsible for the protection and preservation of life, property, evidence, and the environment. This includes emergency response providers as defined in section 2 of the Homeland Security Act of 2002, as well as emergency management, public health, clinical care, public works, and other skilled support personnel (such as equipment operators) who provide immediate support services during prevention, response, and recovery operations. First responders may include personnel from Federal, State, local, tribal, territorial, or nongovernmental organizations.
<u>Function</u>	One of the five major activities in the Incident Command System: 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/Investigations, may be established, if required, to meet incident management needs.
<u>Functional Units</u>	Units assigned a specific task/function within the Incident Command Structure.
<u>General Staff</u>	A group of incident management personnel organized according to function and reporting to the Incident Commander. The General Staff normally consists of the Operations Section Chief, Planning Section Chief, Logistics Section Chief, and Finance/Administration Section Chief. An Intelligence/Investigations Chief may be established, if required, to meet incident management needs.
<u>Group</u>	Established to divide the incident management structure into functional areas of operation. Groups are composed of resources assembled to perform a special function not necessarily within a single geographic division. Groups, when activated, are located

	between Branches and resources in the Operations Section. See Division.
<u>Hazard</u>	Something that is potentially dangerous or harmful, often the root cause of an unwanted outcome.
<u>Hazard Identification and Risk Assessment</u>	A process to identify hazards and associated risk to persons, property, and structures and to improve protection from natural and human-caused hazards. HIRA serves as a foundation for planning, resource management, capability development, public education, and training and exercises.
<u>Homeland Security Exercise and Evaluation Program (HSEEP)</u>	A capabilities and performance-based exercise program that provides a standardized methodology and terminology for exercise design, development, conduct, evaluation, and improvement planning.
<u>HSPD-5</u>	Homeland Security Presidential Directive 5, “Management of Domestic Incidents”.
<u>HSPD-7</u>	Homeland Security Presidential Directive 7, “Critical Infrastructure, Identification, Prioritization, and Protection”.
<u>HSPD-8</u>	Homeland Security Presidential Directive 8, “National Preparedness”.
<u>Incident</u>	An occurrence or event, natural or manmade that requires a response to protect life or property. Incidents can, for example, include major disasters, emergencies, terrorist attacks, terrorist threats, civil unrest, wild land and urban fires, floods, hazardous materials spills, nuclear accidents, aircraft accidents, earthquakes, hurricanes, tornadoes, tropical storms, tsunamis, war-related disasters, public health and medical emergencies, and other occurrences requiring an emergency response.
<u>Incident Action Plan (IAP)</u>	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.

<u>Incident Command</u>	Entity responsible for overall management of the incident. Consists of the Incident Commander, either single or unified command, and any assigned supporting staff.
<u>Incident Command Post (ICP)</u>	The field location where the primary functions are performed. The ICP may be co-located with the incident base or other incident facilities.
<u>Incident Command System (ICS)</u>	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 a management system designed to enable effective incident management by integrating a 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.
<u>Incident Commander</u>	The individual responsible for all incident activities, including the development of strategies and tactics and the ordering and the release of resources. The Incident Commander has overall authority and responsibility for conducting incident operations and is responsible for the management of all incident operations at the incident site.
<u>Incident Management</u>	Refers to how incidents are managed across all homeland security activities, including prevention, protection, and response and recovery.
<u>Incident Management Team (IMT)</u>	An incident command organization made up of the Command and General Staff members and appropriate functional units of an Incident Command System organization. The level of training and experience of the IMT members, coupled with the identified formal response requirements and responsibilities of the IMT, are factors in determining the “type,” or level, of IMT. IMTs are generally grouped in five types. Types I and II are national teams, Type III are State or regional, Type IV are discipline- or large jurisdiction-specific, and

	Type V are ad hoc incident command organizations typically used by smaller jurisdictions.
<u>Incident Objectives</u>	Statements of guidance and direction needed to select 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.
<u>Intelligence/Investigations</u>	Different from operational and situational intelligence gathered and reported by the Planning Section. Intelligence/investigations gathered within the Intelligence/Investigations function is information that either leads to the detection, prevention, apprehension, and prosecution of criminal activities (or the individual(s) involved), including terrorist incidents, or information that leads to determination of the cause of a given incident (regardless of the source) such as public health events or fires with unknown origins.
<u>Interoperability</u>	The ability of emergency management/response personnel to interact and work well together. In the context of technology, interoperability also refers to having an emergency communications system that is the same or is linked to the same system that a jurisdiction uses for nonemergency procedures, and that effectively interfaces with national standards as they are developed. The system should allow the sharing of data with other jurisdictions and levels of government during planning and deployment.
<u>Joint Information Center (JIC)</u>	An interagency entity established to coordinate and disseminate information for the public and media concerning an incident. JICs may be established locally, regionally, or nationally depending on the size and magnitude of the incident.
<u>Jurisdiction</u>	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., Federal, State, tribal, and local boundary lines) or functional (e.g., law enforcement, public health).

<u>Key Resources</u>	Any publicly or privately controlled resources essential to the minimal operations of the economy and government.
<u>Liaison Officer</u>	A member of the Command Staff responsible for coordinating with representatives from cooperating and assisting agencies or organizations.
<u>Local Government</u>	Local is defined as “(A) 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; (B) an Indian tribe or authorized tribal organization, or in Alaska a Native village or Alaska Regional Native Corporation; and (C) a rural community, unincorporated town or village, or other public entity”.
<u>Logistics Section</u>	Incident Command: Section responsible for providing facilities, services, and material support for the incident. (2) Joint Field Office (JFO): Section that coordinates logistics support to include control of and accountability for Federal supplies and equipment; resource ordering; delivery of equipment, supplies, and services to the JFO and other field locations; facility location, setup, space management, building services, and general facility operations; transportation coordination and fleet management services; information and technology systems services; administrative services such as mail management and reproduction; and customer assistance.
<u>Long-Term Recovery</u>	A process of recovery that may continue for a number of months or years, depending on the severity and extent of the damage sustained. For example, long-term recovery may include the complete redevelopment of damaged areas.
<u>Major Emergency</u>	Any natural or manmade incident that requires responsive action to protect life or property. Major emergencies differ from day-to-day emergencies in that they are likely to be longer in duration, larger in scale, and more complex. Also, they are multi-agency, and may be multi-jurisdictional, but usually within the response capabilities of The City of Oklahoma City and its mutual aid partners.
<u>Mitigation</u>	Activities providing a critical foundation in the effort to reduce the loss of life and property from natural and/or manmade disasters by avoiding or lessening the impact of a disaster and providing value to the public by creating safer communities. Mitigation seeks to fix the

	cycle of disaster damage, reconstruction, and repeated damage. These activities or actions, in most cases, will have a long-term sustained effect.
<u>Multi-Agency Coordination System(s) (MACS)</u>	Multi-agency coordination systems provide the architecture to support coordination for incident prioritization, critical resource allocation, communications systems integration, and information coordination. The elements of multi-agency coordination systems include facilities, equipment, personnel, procedures, and communications. Two of the most commonly used elements are emergency operations centers and MAC Groups. These systems assist agencies and organizations responding to an incident.
<u>Multi-jurisdictional Incident</u>	An incident requiring action from multiple agencies that each have jurisdiction to manage certain aspects of the incident. In the Incident Command System, these incidents will be managed under Unified Command.
<u>Mutual Aid and Assistance Agreement</u>	Written or oral agreement between and among agencies/organizations and/or jurisdictions that provides a mechanism to quickly obtain emergency assistance in the form of personnel, equipment, materials, and other associated services. The primary objective is to facilitate rapid, short-term deployment of emergency support prior to, during, and/or after an incident.
<u>National</u>	Of a nationwide character, including the Federal, State, local, tribal, and territorial aspects of governance and policy.
<u>National Incident Management System (NIMS)</u>	System that provides a proactive approach guiding government agencies at all levels, the private sector, and nongovernmental organizations to work seamlessly to prepare for, prevent, respond to, recover from, and mitigate the effects of incidents, regardless of cause, size, location, or complexity, in order to reduce the loss of life or property and harm to the environment.
<u>National Response Framework (NRF)</u>	Guides how the Nation conducts all-hazards response. The Framework documents the key response principles, roles, and structures that organize national response. It describes how communities, States, the Federal Government, and private-sector and nongovernmental partners apply these principles for a coordinated, effective national response. And it describes special circumstances

	where the Federal Government exercises a larger role, including incidents where Federal interests are involved and catastrophic incidents where a State would require significant support. It allows first responders, decision-makers, and supporting entities to provide a unified national response.
<u>Non-governmental Organization (NGO)</u>	An entity with an association that is based on interests of its members, individuals, or institutions. It is not created by a government, but it 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. NGOs, including voluntary and faith-based groups, provide relief services to sustain life, reduce physical and emotional distress, and promote the recovery of disaster victims. Often these groups provide specialized services that help individuals with disabilities. NGOs and voluntary organizations play a major role in assisting emergency managers before, during, and after an emergency.
<u>Non-Profit Organization (NPO)</u>	Associations, charities, cooperatives, and other voluntary organizations formed to further cultural, educational, religious, professional, or public service objectives. Most non-governmental organizations (NGOs) are NPOs. An example of a NPO is the American Red Cross (ARC).
<u>Officer</u>	The ICS title for the personnel responsible for the Command Staff positions of Safety, Liaison, and Public Information.
<u>Oklahoma Information Fusion Center (OIFC)</u>	A collaborative effort of local, state, and federal organizations that provide resources, expertise, and information to the center with the goal of maximizing the ability to detect, prevent, investigate, and respond to criminal and terrorism activity.
<u>Oklahoma Intrastate Mutual Aid Compact</u>	A system of intrastate mutual aid between participating jurisdictions in the State of Oklahoma.
<u>Oklahoma Voluntary Organizations Active in Disaster (OKVOAD)</u>	The purpose of this organization is to bring together voluntary organizations active in disaster services to foster more effective response to the people of Oklahoma in time of disaster through:

	Cooperation, Coordination, Communications, Education, Convening Mechanisms, and Legislation.
<u>Operational Briefing</u>	The operations briefing is conducted at the beginning of each operational period. The Incident Action Plan is presented to supervisors of tactical resources. The Planning Section Chief facilitates this briefing according to a concise agenda.
<u>Operational Period</u>	The designated time period in which tactical objectives are to be accomplished and reevaluated. The length of the operation period depends on the nature and complexity of the incident.
<u>Operations Section</u>	(1) Incident Command: Responsible for all tactical incident operations and implementation of the Incident Action Plan. In the Incident Command System, it normally includes subordinate Branches, Divisions, and/or Groups. (2) Joint Field Office: Coordinates operational support with on-scene incident management efforts. Branches, divisions, and groups may be added or deleted as required, depending on the nature of the incident. The Operations Section is also responsible for coordinating with other Federal facilities that may be established to support incident management activities.
<u>Operations Plan (OPLAN)</u>	A plan developed by and for each Federal department or agency describing detailed resource, personnel, and asset allocations necessary to support the concept of operations detailed in the Concept Plan.
<u>Planned Event</u>	A planned, non-emergency activity (e.g., sporting event, concert, parade, etc.).
<u>Planning Section</u>	(1) Incident Command: Section responsible for the collection, evaluation, and dissemination of operational information related to the incident, and for the preparation and documentation of the Incident Action Plan. This Section also maintains information on the current and forecasted situation and on the status of resources assigned to the incident. (2) Joint Field Office: Section that collects, evaluates, disseminates, and uses information regarding the threat or incident and the status of Federal resources. The Planning Section

	prepares and documents Federal support actions and develops unified action, contingency, long-term, and other plans.
<u>Preparedness</u>	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 coordination among government, 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.
<u>Prevention</u>	Actions to avoid an incident or to intervene to stop an incident from occurring. Prevention involves actions taken 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. Under HSPD-8, the National Preparedness Guidelines do not address more general and broader prevention efforts to deter, disrupt, or thwart terrorism by Federal law enforcement, defense, and intelligence agencies.
<u>Private Sector</u>	Organizations and entities that are not part of any governmental structure. The private sector includes for-profit and not-for-profit organizations, formal and informal structures, commerce, and industry.
<u>Protection</u>	Actions to reduce the vulnerability of critical infrastructure or key resources in order to deter, mitigate, or neutralize terrorist attacks, major disasters, and other emergencies. It requires coordinated action on the part of Federal, State, and local governments, the

	private sector, and concerned citizens across the country. Protection also includes continuity of government and operations planning; awareness elevation and understanding of threats and vulnerabilities to their critical facilities, systems, and functions; identification and promotion of effective sector-specific protection practices and methodologies; and expansion of voluntary security-related information sharing among private entities within the sector as well as between government and private entities.
<u>Public Information</u>	Processes, procedures, and systems for communicating timely, accurate, accessible information on an incident’s cause, size, and current situation; resources committed; and other matters of general interest to the public, responders, and additional stakeholders (both directly affected and indirectly affected).
<u>Public Information Officer (PIO)</u>	A member of the Command Staff responsible for interfacing with the public and media and/or with other agencies with incident-related information requirements.
<u>Recovery</u>	The development, coordination, and execution of service and site restoration plans; the reconstitution of government operations and services; individual, private-sector, nongovernmental, and public assistance programs to provide housing and 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.
<u>Recovery Task Force (RTF)</u>	The RTF is established to coordinate and oversee the recovery and reconstruction process after a disaster. This group is comprised of individuals representing a broad range of disciplines and interests in the community. The RTF serves as an advisory committee to community leadership.
<u>Region</u>	Generally refers to a geographic area consisting of contiguous Federal, State, local, territorial, and tribal entities.
<u>Resource Management</u>	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 includes mutual aid and assistance agreements; the use of special Federal, State, tribal, and local teams; and resource mobilization protocols.
<u>Resources</u>	Personnel and major items of equipment, supplies, and facilities available or potentially available for assignment to incident operations and for which status is maintained. Under the National Incident Management System, resources are described by kind and type and may be used in operational support or supervisory capacities at an incident or at an emergency operations center.
<u>Response</u>	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 the 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, apprehending actual perpetrators, and bringing them to justice.
<u>Risk</u>	Risk is a function of three variables: threat, vulnerability, and consequence.
<u>Robert T. Stafford Disaster Relief and Emergency Assistance Act (Stafford Act)</u>	The Robert T. Stafford Disaster Relief and Emergency Assistance Act, P.L. 93-288, as amended. This Act describes the programs and processes by which the Federal Government provides disaster and emergency assistance to State and local governments, tribal nations, eligible private nonprofit organizations, and individuals affected by a declared major disaster or emergency. The Stafford Act covers all hazards, including natural disasters and terrorist events.
<u>Section</u>	The organizational level having responsibility for a major functional area of incident management (e.g., Operations, Planning, Logistics,

	Finance/Administration, and Intelligence/Investigations (if established)).
<u>Short-Term Recovery</u>	A process of recovery that is immediate and overlaps with response. It includes such actions as providing essential public health and safety services, restoring interrupted utility and other essential services, reestablishing transportation routes, and providing food and shelter for those displaced by a disaster. Although called "short term," some of these activities may last for weeks.
<u>Special Needs Populations</u>	Populations whose members may have additional needs before, during, and after an incident in functional areas, including but not limited to: maintaining independence, communication, transportation, supervision, and medical care. Individuals in need of additional response assistance may include those who have disabilities; who live in institutionalized settings; who are elderly; who are children; who are from diverse cultures; who have limited English proficiency or are non-English speaking; or who are transportation disadvantaged.
<u>Staging Area</u>	Any location in which personnel, supplies, and equipment can be temporarily housed or parked while awaiting operational assignment.
<u>State Emergency Management Agency Director</u>	The official responsible for ensuring that the State is prepared to deal with large-scale emergencies and for coordinating the State response in any incident. This includes supporting local governments as needed or requested and coordinating assistance with other States and/or the Federal Government.
<u>Steady State</u>	Steady state is the posture for routine, normal, day-to-day watch operations and situational awareness.
<u>Task Force</u>	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.
<u>Terrorism</u>	As defined under the Homeland Security Act of 2002, any activity that involves an act dangerous to human life or potentially destructive of critical infrastructure or key resources; 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 or affect the conduct of a government by mass destruction, assassination, or kidnapping. See Section 2 (15), Homeland Security Act of 2002, P.L. 107–296, 116 Stat. 2135 (2002).
<u>Threat</u>	An indication of possible violence, harm, or danger.
<u>Unified Command (UC)</u>	An Incident Command System application used when more than one agency has 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 Incident Action Plan.
<u>Unit Leader</u>	Supervisory position for the various Units within the Incident Command Structure.
<u>Unity of Command</u>	Principle of management stating that each individual involved in incident operations will be assigned to only one supervisor.
<u>Volunteer</u>	Any individual accepted to perform services by an agency that has the authority to accept volunteer services, if that individual performs services without promise, expectation, or receipt of compensation for services performed.