MCAS Miramar

Individual Emergency Action Plan

S-3 Plans

Mission Assurance

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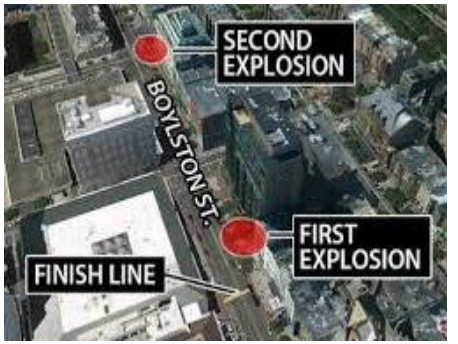
INTRODUCTION

The Individual Emergency Action Plan is a quick reference guide for responding to the hazards and threats considered most likely to impact Miramar personnel. The San Diego area is prone to threats and hazards, both natural and man-made. Since 2001, Miramar has responded to several disasters including the 2003 Cedar Fire, 2007 Witch Fire, and the 2011 San Diego power outage.

The Commanding Officer, MCAS Miramar recommends that Station and Tenant Unit personnel review this handbook and keep a copy in office spaces and their residences.

The most critical part of any response is to have a plan of action and be mentally prepared to execute it. A simple plan is better than no plan at all.

HAVE A PLAN!!



MISSION ASSURANCE/INSTALLATION PROTECTION

The MCAS Miramar Mission Assurance Program integrates security and emergency management/installation protection programs in order to ensure Miramar can accomplish all of its missions. The programs include:

- Anti-Terrorism
- Critical Infrastructure Protection
- Emergency Management
- Law Enforcement
- Force Health Protection
- Operations Security
- Information Assurance
- Disaster Preparedness
- Physical Security

The "All Hazard Protection Plan" is designed to address all threats and hazards that can impact Miramar. This includes both natural disasters and man-made Incidents. The plan is based on the Prepare, Respond, Recover framework and aligns with the National Response Framework.

PREPARE

Miramar takes defensive measures on a daily basis in order to deter a terrorist attack or prepare for a natural disaster. There are several things you can do to be prepared :

- Know the emergencies and disasters common to San Diego
- Develop a personal Emergency Action Plan and practice it
- Practice emergency actions at home and at the workplace
- Build an emergency preparedness kit
- Train at least one family member on first aid

MISSION ASSURANCE/INSTALLATION PROTECTION (CONT)

RESPOND

Miramar responds to incidents when they occur. The focus of effort is on containing and mitigating the incident so it does not impact other operations on the installation. Miramar is a partner with San Diego County and other federal agencies, and together work to mitigate the incident as quickly as possible. If an incident occurs, please take the following actions:

- Follow instructions issued by the Station
- Allow Miramar first responders to do their job
- Stay clear and avoid areas experiencing a problems

RECOVER

Once an incident has been mitigated, Miramar will initiate the recovery process in order to restore capabilities to pre-incident conditions. You can assist the recovery effort by:

- Following instructions from the Miramar Emergency Operations Center
- Conducting personal accountability checks for you and your family ; report their status to your chain of command
- Reporting damage to your residence (on-station)
- Capturing all costs incurred due to the incident in the event that you can file a claim

MCAS MIRAMAR AREAS

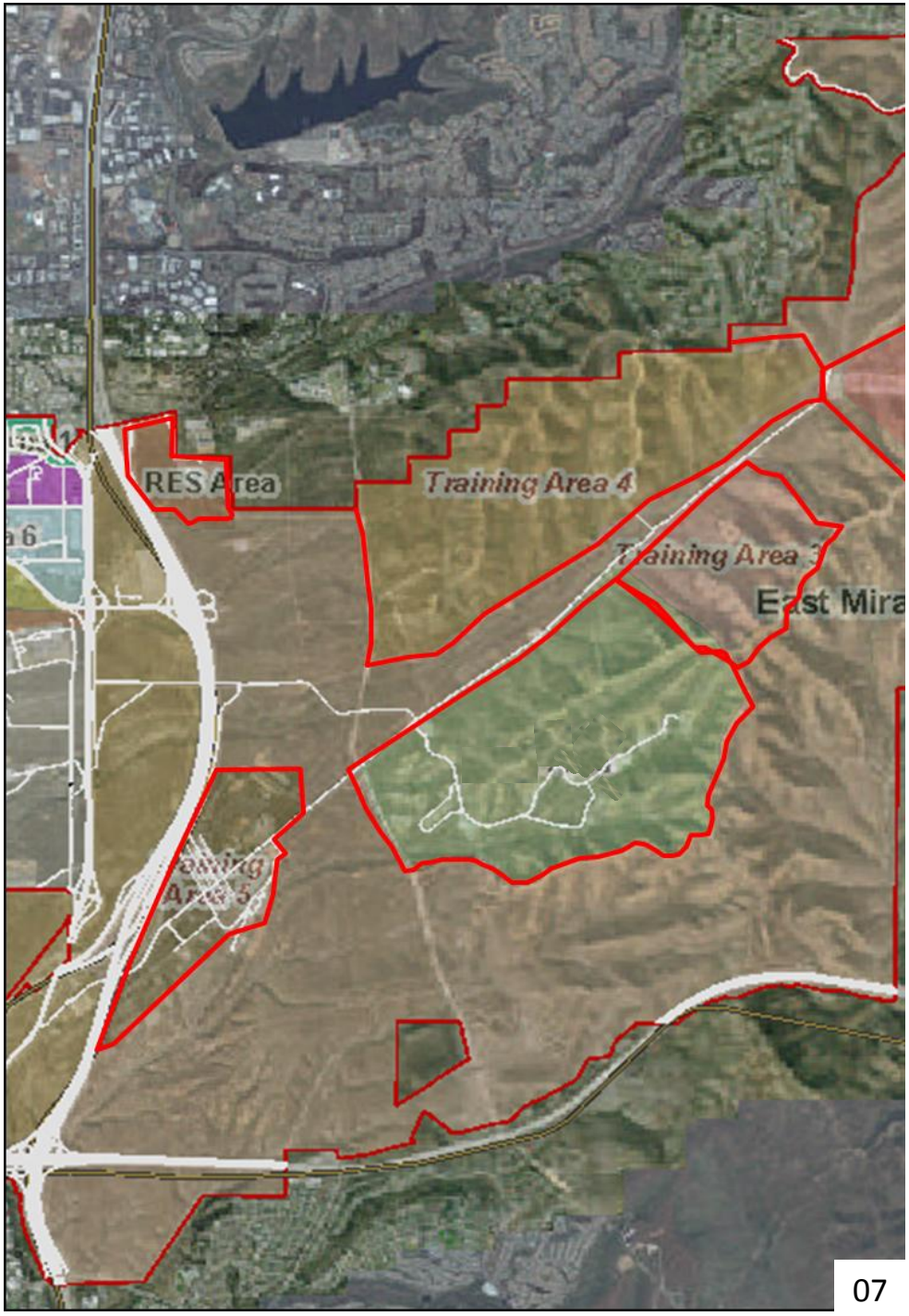
Area Concept
-MCAS Miramar is divided into areas based on the existing Facility Maintenance Zones.

-On Main side, the first digit in the building number corresponds to the area in which a facility is located.

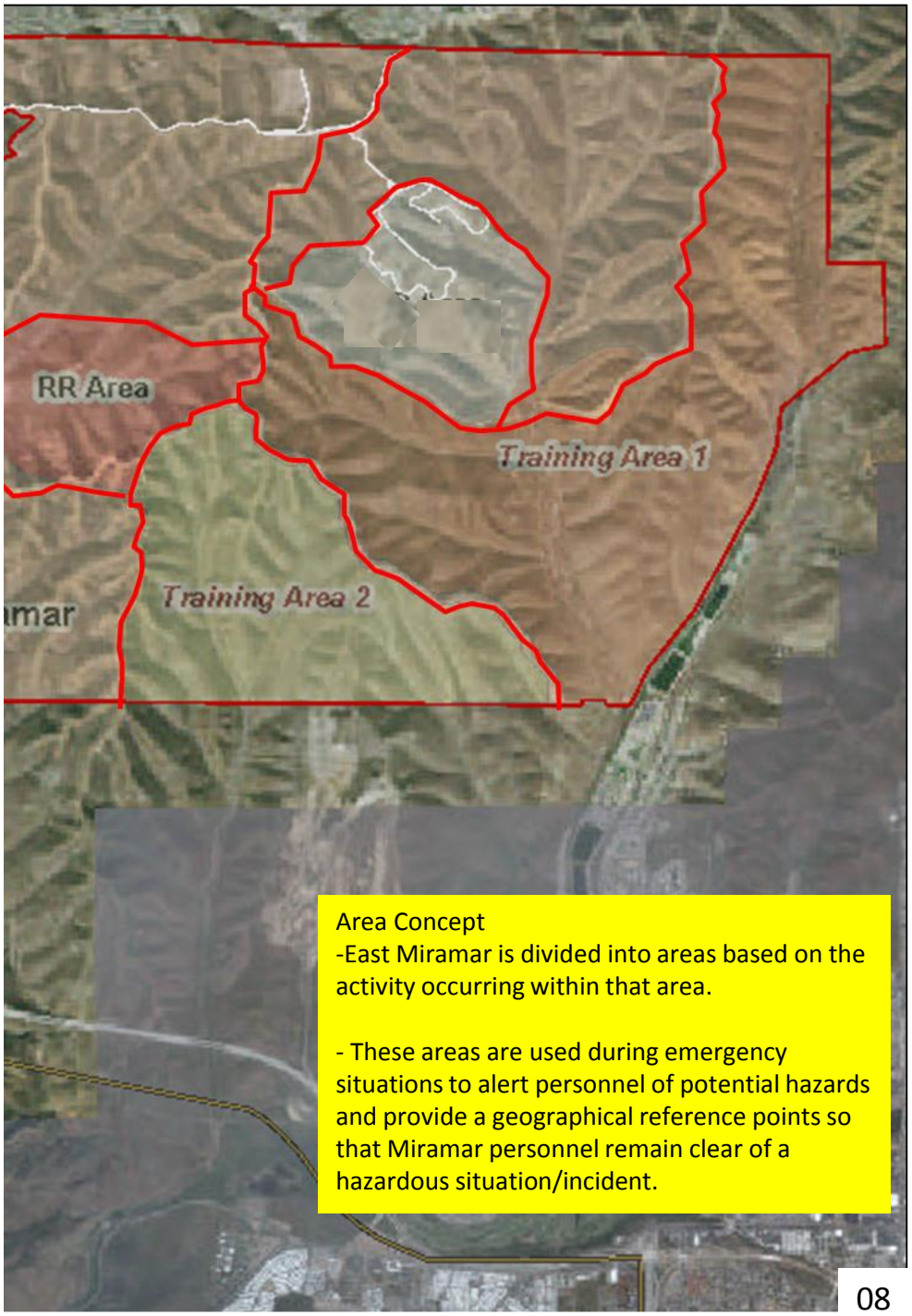
- These areas are used during emergency situations to alert personnel of potential hazards and provide a geographical reference points so that Miramar personnel remain clear of a hazardous situation/incident.

MCAS MIRAMAR AREAS / ZONES (CONT)

EAST MIRAMAR AREAS



EAST MIRAMAR AREAS (CONT)



Area Concept
-East Miramar is divided into areas based on the activity occurring within that area.

- These areas are used during emergency situations to alert personnel of potential hazards and provide a geographical reference points so that Miramar personnel remain clear of a hazardous situation/incident.

EMERGENCY NOTIFICATION

Mass notification provides real-time information and instructions to people in a building, area, site, or installation using intelligible voice communications, tones, visible signals, text, and graphics, and/or other communication methods. The purpose of mass notification is to protect life by indicating the existence of an emergency situation and instructing people of the necessary and appropriate response and action.

During an emergency, follow instructions issued from the Emergency Operations Center and 911 Dispatch . The following systems can be used during an emergency:

- **External "Giant Voice" Tower and loudspeakers**
  - System installed to provide real-time information or instructions to outdoor areas.
- **Interior Building Speakers**
  - System installed to provide real-time information or instruction to building occupants or personnel in the immediate vicinity of a building.
- **AtHOC Mass Notification System**
  - Intended to be used for command information, emergency notifications, and emergency personnel recall. Notifications can be made via computer alert, email, text, and phone calls.
- **Facebook**
  - MCAS Miramar Public Affairs publishes information on Facebook regarding the installation:
    https://www.facebook.com/MCASMiramarand3rdMAW
- **Twitter**
  - MCAS Miramar Public Affairs Office publishes information via Twitter regarding special events or emergencies on the air station:
    https://twitter.com/MCASMiramarCA
- **Miramar App**
  - MCAS Miramar Public Affairs publishes general and emergency information via this app for users who sign up for alerts

FORCE PROTECTION CONDITIONS

The Commanding Officer, MCAS Miramar sets the baseline FPCON level for the installation and tenant units aboard MCAS Miramar. Tenant units may implement additional measures from higher FPCONs provided they coordinate with Station S-3 and PMO, but may not set a lower level FPCON than the minimum baseline.

- **FPCON NORMAL** applies when a general global threat of possible terrorist activity warrants a routine security posture.
  - *Mandatory ID check at the gate.*
- **FPCON ALPHA** applies when there is an increased general threat of possible terrorist activity against personnel or facilities, the nature and extent are unpredictable.
  - *Mandatory ID checks at the Gate.*
- **FPCON BRAVO** applies when an increased or more predictable threat of terrorist activity exists.
  - *Personnel can anticipate increased Random Vehicle Inspections (RVI) and Random AT Measures (RAMs) from higher FPCONs.*
- **FPCON CHARLIE** applies when an incident occurs or intelligence is received indicating some form of terrorist action targeting against personnel or facilities is likely.
  - *Operations continue, but security becomes more restrictive.*
  - *Barriers placed at Entry Control points.*
  - *Personnel can anticipate cancellation of selected services/ activities due to delays associated with increased RAMs.*
- **FPCON DELTA** applies in the immediate area where a terrorist attack has occurred or when intelligence has been received that terrorist action against a specific location or person is imminent. Normally, this FPCON is declared as a localized condition.
  - *All non-essential services/activities will be curtailed.*
  - *Only mission essential personnel are authorized entry onto the Station and all vehicles are subject inspection.*
  - *Tenant units may use staggered work schedules to alleviate lines at entry control points.*

TERRORISM and PRE-OPERATIONAL INDICATORS OF AN ATTACK

Terrorism, both domestic and trans-national, remains a threat to Miramar and the global community. Terrorism is a tactic used to further political objectives, and some groups like Al Qaeda have no qualm about using violence to achieve their goals.

Force Protection

- Be alert for suspicious personnel in the workplace or housing areas
- Review the Level I Anti-Terrorism Awareness Course
  https://atlevel1.dtic.mil/at/
- For Housing residents, check your mail carefully

What to do if an event occurs

- Remain calm and follow instructions from the Miramar EOC.
- Instructions will come via Giant Voice, Email, and Telephone.
- If the event occurs near you, check for injuries. Give first aid and get help for seriously injured people.
- If the event occurs near your home or office, check for damage.

Every terrorist act is preceded by observable planning activities. Below is a list of Pre-Operational Indicators of Suspicious Activity

- Surveillance
  - Looking at the Station, taking Photographs.
- Elicitation
  - Asking suspicious questions about status of security, units aboard Miramar.
- Tests of Security
  - Trying to gain entry without proper ID.
- Acquiring Supplies
  - Purchasing items that could be used in an attack.
- Suspicious Persons out of Place
  - Individuals accessing unauthorized places, who don't seem to belong in the workplace, club, etc.
- Dry Runs
  - Practicing attack plans.
- Deploying Assets
  - Setting up for an attack.

THIS IS THE LAST CHANCE TO STOP AN ATTACK. CALL 911 IF YOU THINK AN ATTACK IS ABOUT TO OCCUR.

SUSPICIOUS ACTIVITY REPORTING (EAGLE EYES)

Miramar encourages all service members and civilians to watch, report, and protect their community with the United States Marine Corps Eagle Eyes program.

The program allows users to report any suspicious and potentially dangerous activities by visiting the Eagle Eyes website or calling their hotline.

Reports are reviewed by law enforcement and assist in determining threat patterns before an incident occurs. If it doesn't look right , make a report.

https://USMCEagleEyes.org

Hotline: (877)-356-EYES (3937)

The more accurate the description, the better the investigation.

Suspicious Person(s) Information

- Location Last Seen
- No return address
- How many persons
- Gender
- Race
- Age
- Height
- Weight
- Hair Color
- Complexion/Facial hair
- Clothing
- Glasses/Jewelry

Vehicle Description

- Location last seen
- How many person(s) in vehicle
- Make: (Ford/Nissan)
- Model: (Escort, Sentra)
- Year
- Vehicle Color
- License Plate
- License Plate State
- Vehicle Style/Style
- Unusual Features (damage)

What was the activity that prompted your report?

- Taking pictures
- Multiple sightings
- Asking questions about the installation

PMO will review all reports and work with NCIS to investigate any threat deemed credible.

OPERATIONS SECURITY (OPSEC)

OPSEC

- A process for keeping potential adversaries from discovering critical DoD information. Success depends on secrecy and surprise, so the military can accomplish the mission more quickly and with less risk. Enemies of freedom want this information, and they are not just after the military member to get it. They also target family members.

Critical Information

- This is a term used throughout the OPSEC community and refers to "specific facts about friendly intentions, capabilities, and activities vitally needed by adversaries for them to plan and act effectively so as to guarantee failure or unacceptable consequences for friendly mission accomplishment."

OPSEC Measures

- These are actions taken to reduce the probability of an enemy from either collecting OPSEC indicators or to correctly analyze their meaning.

What Information is Sensitive?

The following list provides examples of sensitive or critical information that may help you in defining how to communicate safely. There are many more examples, but the list below gives a good baseline of what to avoid posting:

- Detailed information about the mission of assigned units.
- Details concerning locations and times of unit deployments.
- Personnel transactions that occur in large numbers (e.g., pay information, power of attorney, wills, or deployment information).
- References to trends in unit morale or personnel problems.
- Details concerning security procedures.

Talking about or sharing minor or casual details of unit or Marine information may seem insignificant. However, to a trained adversary, this information contains small pieces of a puzzle that highlight what U.S. forces are doing and planning. Remember, the elements of security and surprise are vital to the protection of Department of Defense personnel, and to the accomplishment of U.S. goals.

If anyone, especially a foreign national, persistently seeks information from you, notify your military sponsor immediately.

OPERATIONS SECURITY (OPSEC) (Cont)

What you can do to protect OPSEC?

- There are many countries, organizations, and individuals that would like to harm Americans and degrade U.S. influence in the world. It is possible for spouses and family members of U.S. military personnel to be targeted by these entities for intelligence collection. This is true in the United States, and especially true overseas. To stay safe from wrongdoers, keep in mind some of the following tips:

Be Alert

- Foreign governments and organizations can collect significant amounts of useful information by using spies. A foreign agent may use a variety of approaches to befriend someone and get sensitive information.
- This sensitive information can be critical to the success of a terrorist or spy, and consequently deadly to Americans.

Be Careful

- There may be times when Marines cannot talk about the specifics of their jobs. It is very important to conceal and protect certain information such as flight schedules, ship movements, temporary duty locations and installation activities, just to name a few. Something as simple as a phone discussion concerning where a Marine is going on temporary duty or deploying to can be very useful to adversaries. Do not post details about troop movement, missions, logistics, numbers, locations, or homecoming dates whether or not your Marine is deployed. Also, avoid posting specific details about your Marine's job or occupational specialty.
- Where and how you discuss sensitive information is just as important as with whom you discuss it. An adversary's agents tasked with collecting information will frequently visit some of the same stores, clubs, recreational areas, or places of worship that you do. They can also easily collect data from cordless and cellular phones and even baby monitors using inexpensive receivers available from local electronics stores.

Protect Critical Information

- Even though some information you discuss may not be secret, it may be what the Department of Defense calls "critical information." Critical information deals with specific facts about military intentions, capabilities, operations, or activities. If an adversary knows this detailed information, U.S. mission accomplishment and personnel safety can be jeopardized. Information must be protected to ensure an adversary doesn't gain a significant advantage. By being a member of the military family, you will often know some critical information. Do not discuss these details outside of your immediate family and especially not over the telephone.

Protect Privacy

- Posting personal information about Marines or recruits should be avoided. This includes but not limited to identifying information such as last names, email addresses, phone numbers (office, cell, or personal), birthdates and addresses. Always use discretion when posting any personal information. Please respect the privacy of your Marine. Posting detailed personal information about other Marine family members should be avoided as well.

Photos are important

- There is a review and release process associated with all official military photographs. Even what might seem to be simple photos can disclose troop locations, equipment, tactical unit details, numbers of personnel, and much more. As a result, if you receive an image or locate a photograph of Marines involved in any military operation or exercise, you should not post the photograph unless it has been released by the Marine Corps or Department of Defense. You should also never share photographs of Marines in a deployed, operational location. A better way to connect others to Marine Corps photos is to link to images on official Marine Corps or DoD websites.

SOCIAL MEDIA

- Social media is a quickly evolving means of distributing information. Exploiting communications is a relatively inexpensive and largely effective way for our enemy to take advantage of any chance they have to do harm, wreak havoc, infiltrate systems, and so on. Because of this, it is vital that you understand what "critical information" is and how it can lead our adversaries on a path to their target. You, your fellow Marines, civilian Marines, and family members must understand the risks involved with sharing personally identifiable information, unit locations, deployment dates, or equipment specifications and capabilities.
- Just sharing what you might consider to be trivial information on Facebook, Twitter, discussion threads, or blogs can be pieced together by America's enemies who scour social outlets. Keep in mind, sharing seemingly harmless information online can be dangerous to loved ones and your fellow Marines. Our adversaries have made it clear they are looking at our content. It is everyone's responsibility to understand, share, and communicate the risks associated with the improper use of online communications or social media outlets.

What to do

- OPSEC breach, spill or compromise: If you think operations security is in danger or at risk, call your OPSEC program manager, local Security Manager or Emergency Operations Center. The Miramar Security Manager should be able to direct your inquiry, in the case of serious security issues or concerns.

BOMB THREAT RESPONSE

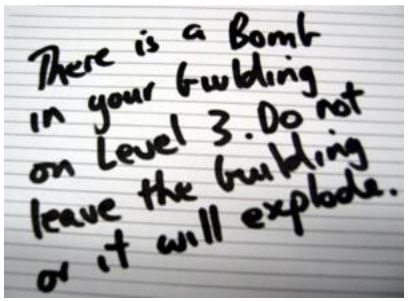
Most bomb threats are received by phone. Bomb threats are serious until proven otherwise. Act quickly, but remain calm and obtain information with the checklist on the reverse of this card.

If a bomb threat is received by phone:

- Remain calm. Keep the caller on the line for as long as possible. DO NOT HANG UP, even if the caller does.
- Listen carefully. Be polite and show interest.
- Try to keep the caller talking to learn more information.
- If possible, write a note to a colleague to call the authorities or, as soon as the caller hangs up, immediately notify them yourself.
- If your phone has a display, copy the number and/or letters on the window display.
- Complete the Bomb Threat Checklist immediately. Write down as much detail as you can remember. Try to get exact words.
- Immediately upon termination of the call, do not hang up, but from a different phone, contact PMO immediately with information and await instructions.

If a bomb threat is received by handwritten note:

- Call 911.
- Handle note as minimally as possible.



If a bomb threat is received by email:

- Call 911.
- Do not delete the message.

BOMB THREAT RESPONSE (Cont)

Immediate Actions

- Evacuate the building.
- Call 911.
- Conduct a search for suspicious packages.
- Muster building occupants at a pre-designated rally point, preferably 500 ft away from the building/facility.
- Search rally point for secondary devices.

Do Not:

- Touch or move a suspicious package.
- Use two-way radios or cellular phone near the device; radio signals have the potential to detonate a bomb.

BOMB THREAT CHECKLIST

Signs of a suspicious package:

- No return address
- Excessive postage
- Stains
- Strange odor/sounds
- Unexpected delivery
- Poorly handwritten
- Misspelled words
- Incorrect titles
- Foreign postage
- Restrictive notes

ASK CALLER

- Where is the bomb located? (Building, Floor, Room, etc.) _____
- When will it go off? _____
- What does it look like? _____
- What kind of bomb is it? _____
- What will make it explode? _____
- Did you place the bomb? Yes No
- Why? _____
- What is your name? _____

Exact Words of Threat

_____
_____
_____
_____

INFORMATION ABOUT CALLER

- Where is the caller located? (Background and level of noise)

_____

- Estimated age: _____
- Gender: Male Female
- Is voice familiar? If so, who does it sound like?

_____
_____
_____
_____
_____

BOMB THREAT CHECKLIST

Caller's Voice

- ❑ Male
- ❑ Female
- ❑ Accent
- ❑ Incoherent
- ❑ Angry
- ❑ Calm
- ❑ Clearing throat
- ❑ Coughing
- ❑ Cracking Voice
- ❑ Crying
- ❑ Deep Breathing
- ❑ Disguised
- ❑ Distinct
- ❑ Excited
- ❑ Laughter
- ❑ Lisp
- ❑ Loud
- ❑ Nasal
- ❑ Normal
- ❑ Ragged
- ❑ Raspy
- ❑ Slow
- ❑ Slurred
- ❑ Soft
- ❑ Stutter

Background Sounds

- ❑ Animal noises
- ❑ House noises
- ❑ Kitchen noises
- ❑ Street Noises
- ❑ Booth
- ❑ PA system
- ❑ Conversations
- ❑ Music
- ❑ Motor
- ❑ Clear
- ❑ Static
- ❑ Office machinery
- ❑ Factory machinery

Phone Call

- ❑ Local
- ❑ Long distance

Threat Language

- ❑ Message read
- ❑ Taped
- ❑ Irrational
- ❑ Profane
- ❑ Well-spoken

Other Information:

_____
_____
_____
_____

ACTIVE SHOOTER RESPONSE

This scenario happens all too frequently. If this type of incident occurs on Miramar, be prepared to follow instructions from the Emergency Operations Center and/or the Provost Marshal. If a shooter is not in your facility/ building, conduct a lock-down and restrict entry to verified personnel. Remain in place until given instructions that the lock-down has been lifted.

If a shooter is in your vicinity, take immediate actions to protect your life and those of your fellow Marines, Sailors, civilian employees, contractors, and dependents.

LOCKDOWN PROCEDURES (Shooter at another location on Miramar)

- Follow instructions from the EOC.
- Stay clear of the affected area/zone and stay inside.
- Lock outer doors and windows.
- Leave outer offices for interior rooms that can be locked and defended.
- Only allow known persons to enter, ensure they do not have a weapon.
- Finalize action plans in event shooter approaches your facility.
- Call or text 911 if the shooter is sighted and approaching your facility.

SHELTER-IN-PLACE (Shooter at your location)

Run

- If there is an escape path, attempt to evacuate.
- Evacuate whether others agree to or not.
- Leave belongings behind.
- Help others escape if possible.
- Prevent others from entering the area.
- Call 911 when you are safe.

Hide

- If evacuation is not possible, find a place to hide.
- Lock and/or blockade the door.
- Silence your cell phone.
- Hide behind large objects.
- Remain very quiet.

ACTIVE SHOOTER RESPONSE (Cont)

- Your hiding place should:
  - Be out of shooter's view.
  - Provide protection if shots are fired in your direction.
  - Not trap or restrict your options for movement.

Fight (This is a last resort, and only if your life is in immediate danger)

- Work as a team and act with physical aggression.
- Attempt to incapacitate the shooter.
- Improvise weapons.
- Commit to your actions with a goal of gaining control of the weapon and getting the shooter on the ground.

Once Help Arrives

- Remain calm and comply with law enforcement instructions.
- Put down any items in your hands.
- Keep hands visible at all time, avoid quick movements towards officers.
- Avoid pointing, yelling, screaming.
- Do not ask response forces for help or direction when evacuating.

Information

- Provide to security forces
  - Number of shooters.
  - Description of shooter(s), i.e., gender, race, clothing.
  - Type of weapon involved.
  - Shooters direction of movement.

Active Shooter Incidents

The incident will be a dynamic situation that evolves rapidly and demands an immediate response from law enforcement to terminate the life threatening situation. The immediate response of the first MPs on scene is to take aggressive action to find and stop the shooter(s). They will bypass victims until they have stopped the threat. Understand that rescue efforts will be delayed until the danger can be mitigated or eliminated., but help is on the way. Above all, remain calm and follow the instructions of law enforcement once they arrive on scene.

EARTHQUAKE RESPONSE

An earthquake is a sudden, rapid shaking of the earth caused by the breaking and shifting of rock beneath the earth's surface. Earthquakes strike suddenly, without warning, and they can occur at any time of the year, day or night.

If You Are Inside When the Shaking Starts...

- Drop, cover and hold on. Move as little as possible.
- If you are in bed, stay there, curl up and hold on. Protect your head with a pillow.
- Stay away from windows to avoid being injured by shattered glass.
- Stay indoors until the shaking stops and you are sure it is safe to exit. When it is, use stairs rather than the elevator in case there are aftershocks, power outages or other damage.
- Be aware that fire alarms and sprinkler systems frequently go off in buildings during an earthquake, even if there is no fire.

If You Are Outside When the Shaking Starts...

- Find a clear spot (away from buildings, power lines, trees, streetlights) and drop to the ground. Stay there until the shaking stops.
- If you are in a vehicle, pull over to a clear location and stop. Avoid bridges, overpasses and power lines if possible. Stay inside with your seatbelt fastened until the shaking stops. Then, drive carefully, avoiding bridges and ramps that may have been damaged.
- If a power line falls on your vehicle, do not get out. Wait for assistance.
- If you are in a mountainous area or near unstable slopes or cliffs, be alert for falling rocks and other debris. Landslides are often triggered by earthquakes

What to Do After an Earthquake

- After an earthquake, the disaster may continue. Expect and prepare for potential aftershocks, landslides or even a tsunami. Tsunamis are often generated by earthquakes.
- Each time you feel an aftershock, drop, cover and hold on. Aftershocks frequently occur minutes, days, weeks and even months following an earthquake.

EARTHQUAKE RESPONSE (Cont)

- Check yourself for injuries and get First Aid, if necessary, before helping injured or trapped persons.
- Put on long pants, a long-sleeved shirt, sturdy shoes and work gloves to protect against injury from broken objects.
- Look quickly for damage in and around your home and get everyone out if your home is unsafe.
- Listen to a portable, battery-operated or hand-crank radio for updated emergency information and instructions.
- Check the telephones in your home or workplace to see if you can get a dial tone. Make brief calls to report life-threatening emergencies.
- Look for and extinguish small fires. Fire is the most common hazard after an earthquake.
- Clean up spilled medications, bleach, gasoline or other flammable liquids immediately.
- Open closet and cabinet doors carefully as contents may have shifted.
- Help people who require special assistance, such as infants, children and the elderly or disabled.
- Watch out for fallen power lines or broken gas lines and stay out of damaged areas.
- Keep animals under your direct control.
- Stay out of damaged buildings.
- If you were away from home, return only when authorities say it is safe to do so. Use extreme caution and examine walls, floors, doors, staircases and windows to check for damage.
- Be careful when driving after an earthquake and anticipate traffic light outages.

Accountability

- Contact your designated representative responsible for coordinating a unit muster/recall.

WILDLAND FIRE RESPONSE

If There Are Reports of a Wildfire in Your Area

- Be ready to leave at a moment's notice.
- Listen to local radio and television stations for updated emergency information.
- Always back your car into the garage or park it in an open space facing the direction of escape.
- Confine pets to one room so that you can find them if you need to evacuate quickly.
- Arrange for temporary housing at a friend or relative's home outside the threatened area.
- Listen and watch for air quality reports and health warnings about smoke.

Limit exposure to smoke and dust

- Keep indoor air clean by closing windows and doors to prevent outside smoke from getting in.
- Use the recycle or re-circulate mode on the air conditioner in your home or car. If you do not have air conditioning and it is too hot to stay inside with closed windows, seek shelter elsewhere.
- When smoke levels are high, do not use anything that burns and adds to indoor air pollution, such as candles, fireplaces and gas stoves. Do not vacuum because it stirs up particles that are already inside your home.
- If you have asthma or another lung disease, follow your health care provider's advice and seek medical care if your symptoms worsen.

WILDLAND FIRE RESPONSE (Cont)

Returning Home & Recovering after a Wildfire

- Do not enter your home until fire officials say it is safe.
- Use caution when entering burned areas as hazards may still exist, including hot spots, which can flare up without warning.
- Avoid damaged or fallen power lines, poles and downed wires.
- Watch for ash pits and mark them for safety—warn family and neighbors to keep clear of the pits also.
- Watch animals closely and keep them under your direct control. Hidden embers and hot spots could burn your pets' paws or hooves.
- Follow public health guidance on safe cleanup of fire ash and safe use of masks.
- Wet debris down to minimize breathing dust particles.
- Wear leather gloves and heavy soled shoes to protect hands and feet.
- Cleaning products, paint, batteries and damaged fuel containers need to be disposed of properly to avoid risk.

Inspecting your home

- If there is no power, check to make sure the main breaker is on. If the breakers are on and power is still not present, contact the utility company.
- Inspect the roof immediately and extinguish any sparks or embers.
- For several hours afterward, recheck for smoke and sparks throughout the home, including the attic. Keep checking your home for embers that could cause fires.
- Take precautions while cleaning your property. Debris should be wetted down to minimize health impacts from breathing dust particles.
  - Use a two-strap dust particulate mask with nose clip and coveralls for the best minimal protection.
  - Wear leather gloves to protect hands from sharp objects while removing debris.
  - Wear rubber gloves when working with outhouse remnants, plumbing fixtures, and sewer piping. They can contain high levels of bacteria.
  - Hazardous materials such as kitchen and bathroom cleaning products, paint, batteries, contaminated fuel, and damaged fuel containers need to be properly handled to avoid risk. Check with local authorities for hazardous disposal assistance.
  - If you have a propane tank system, contact a propane supplier. Turn off valves on the system, and leave valves closed until the supplier inspects your system.

CBRN RESPONSE (SHELTER-IN-PLACE/EVACUATION)

Chemical, Biological, Radiological, Nuclear (CBRN) incidents can range from HAZMAT spills, to Dirty Bombs to Bio-Hazards. The immediate response procedure depending on the downwind hazard is to evacuate the area or shelter-in-place. Miramar First Responders will make that decision and will use emergency notification tools to alert installation personnel.

At Home (Shelter-in-Place)

- Move everyone inside (including pets), shut & lock all doors & windows.
- Turn off heating, air conditioning & ventilation systems.
- Move everyone to the designated sheltering room(s), further inside the house.
- Bring water, cell-phones, snacks & flashlights into the room.
- Ensure room has wired phone, radio w/batteries and/or a TV.
- Seal any windows, vents, door cracks and other openings with plastic & duct tape.
- Turn on the TV or radio. Wait for further instructions & the "All Clear" signal to be given.
- After "All Clear" is given, check for any injuries or illness and un-seal room.
- Turn on heating, air conditioning & ventilation systems.
- Open appropriate doors and windows to properly air out the house.
- Report any injuries, illness or damages to authorities.

At Work (Shelter-in-Place)

- Move everyone inside (including visitors), shut & lock all doors & windows.
- Designate 2 two people to each of the following tasks.
- Turn off heating, air conditioning & ventilation systems.
- Move everyone to the designated sheltering room (s) (Plan for those w/Special Needs).
- Bring water, cell-phones, snacks & flashlights into the room.
- Ensure room has wired phone, radio w/batteries and/or a TV.
- Take accountability of employees & visitors.
- Seal any windows or vents with plastic & duct tape.

CBRN RESPONSE (SHELTER-IN-PLACE/EVACUATION) (CONT)

- Seal openings around doors & other areas with duct tape.
- Turn on the TV or radio & wait for further instructions.
- Wait for the "All Clear" signal to be given.
- After "All Clear", take accountability and un-seal room.
- Turn on heating, air conditioning & ventilation system.
- Open appropriate doors and windows.
- Report any injuries or damages to authorities.
- Resume normal business.

Shelter-in-Place Kits should include:

• Radio w/Batteries	First Aid Kit
• Flashlight	Pre-Cut Plastic
• Duct Tape	Scissors
• Bottled Water	Cell Phone
• Snacks	Necessary Individual Medication

Evacuation

The decision to evacuate an area will be made by first responders and/or the EOC. Once the decision is made and notifications are sent, personnel need to:

Follow the instructions issued by the EOC. Evacuation instructions include:

- The area(s) and building(s) that must be evacuated (i.e., Area 5).
- A cardinal direction that personnel should follow to get out of the affected area and a limiting feature that defines the downwind hazard.
- A rally point where personnel can wait for the hazard to clear.

- Move by foot or vehicle to exit the downwind hazard area as soon as possible.
- If in a vehicle, keep everyone inside , and roll up the windows. Turn off all the vents, heating or air conditioning systems in the vehicle.
- If forced to depart Miramar, seek shelter with friends, Red Cross shelters, and/or military shelters.
- Turn on radio and monitor for further instructions.
- The "All Clear" signal will be given when it is safe to return to Miramar.

EMERGENCY FAMILY ASSISTANCE CENTER (EFAC)

Emergency family assistance programs coordinate delivery of essential services, support, and information to DoD personnel affected by an all-hazards incident. This is accomplished through the establishment and oversight of a Emergency Family Assistance Center (EFAC).

The EFAC provides a safe, protected, and supportive environment for families to gather while they await information on their missing, unaccounted for, or deceased loved ones.

Following a disaster, plans are to establish the EFAC in the "HUB", Bldg 5305. The EFAC provides assistance in the following areas:

- Emergency Assistance. The EFAC will provide support to evacuations (including registration and tracking of evacuees); reunification of families; provision of aid and services to special needs populations; evacuation, sheltering, and other emergency services for household pets and services animals; support to specialized shelters; support to medical shelters; non-conventional shelter management; coordination of donated goods and services; and coordination of voluntary agency assistance.

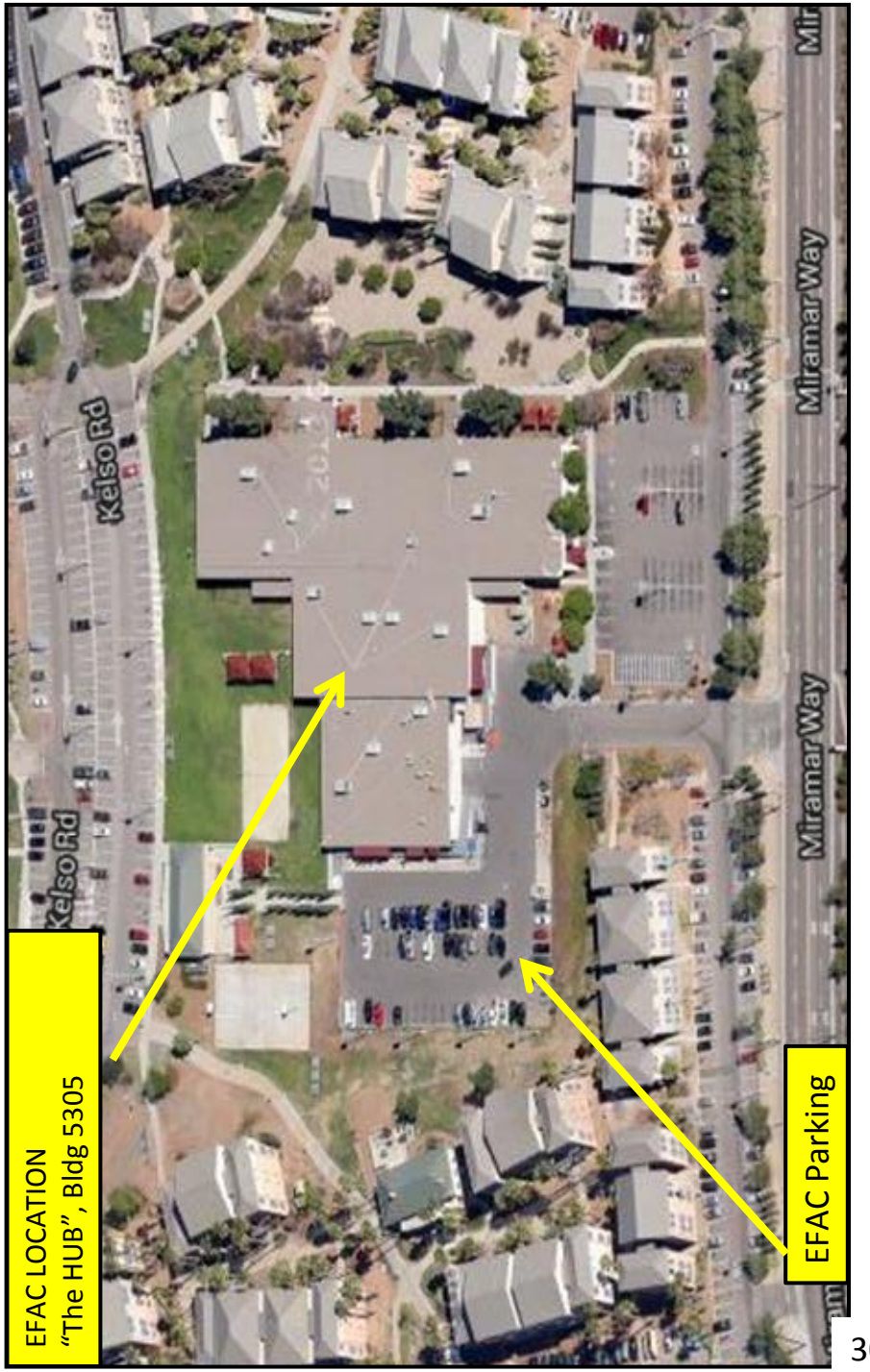
- Family Information Call Center (FICC). Marine & Family Programs establishes a FICC to support the EFAC and provide a single call-in point for personnel needing assistance.

- Housing Referral. EFAC personnel will assist displaced families with options such as identification and provision of accessible housing, rental assistance, repair, loan assistance, replacement, referrals, and access to other sources of housing assistance. This assistance is guided by the National Disaster Housing Strategy.

- Human Services. EFAC personnel will implement disaster assistance programs to help disaster victims recover their non-housing losses. This includes programs to replace destroyed personal property, and help to obtain disaster loans, food stamps, crisis counseling, disaster unemployment, disaster legal services, support and services for special needs populations, and other Federal and State benefits.

- EFAC # (858) 577-9723, Fax # (858) 577-9744
- FICC # (858) 577-4930, Fax # (858) 577-4194

EMERGENCY FAMILY ASSISTANCE CENTER (EFAC)



Prepared by the San Diego County Office of Emergency Services.

- www.ReadySanDiego.org
- 858-565-3490

FAMILIES SHOULD PLAN ON BEING SELF-SUFFICIENT FOR A MINIMUM OF THREE DAYS (72 HOURS) AFTER A DISASTER.

Emergency Supplies for Family:

- First Aid Kit
- Portable Radio/Batteries
- Flashlight/Batteries
- Water (1 gal. per person, per day)
- Food
- Sanitation/Hygiene Supplies
  - Portable Potty/Bucket
  - Toilet Paper
- Fire Extinguisher
- Blankets
- Tools
- Sturdy Shoes
- Cooking Equipment
- Prescription Glasses
- Prescription Medications
- Clothes
- Can Opener (Non-electric)
- Matches/Candles
- Baby Supplies

Know Location of:

- Main Electrical Circuit Breaker
- Gas Valve
- Wrench for Gas Valve
- Main Water Valve

Reunion Locations Identified:

- At home
- Away from home
- Out of Area Contact Identified and discussed

Car Survival Kit:

- Food
- Bottled Water
- First Aid Kit
- Prescription Medications
- Blankets
- Sealable Plastic Bags
- Sturdy Shoes

Family Knows Where to Find These Important Telephone Numbers:

- Fire
- Police
- Medical
- Physician
- Gas Company
- Electric Company
- Water Company

Miscellaneous Supplies:

- Provisions for Pets
- Important Documents
- Gloves (Safety and Latex)
- Duct Tape

Student Name: _____

Parent or Guardian Signature: _____

Telephone: _____

(Optional) School Name: _____

DISASTER PREPAREDNESS WEBSITES

Miramar Public Website
http://www.miramar.marines.mil/

Eagle Eyes Reporting Site
https://USMCEagleEyes.org

Miramar Facebook
https://www.facebook.com/MCASMiramarand3rdMAW

Miramar Twitter
https://twitter.com/MCASMiramarCA

American Red Cross Disaster Preparedness Library
http://www.redcross.org/prepare/disaster-safety-library

San Diego County Emergency Site
http://www.sdcountyemergency.com/

Ready San Diego
http://www.readysandiego.org/

CALFIRE Current Fire Information
http://cdfdata.fire.ca.gov/incidents/incidents_current

San Diego City Office of Homeland Security
http://www.sandiego.gov/ohs/

San Diego County Office of Emergency Services
http://www.co.san-diego.ca.us/oes/

San Diego County Air Pollution District
http://www.sdapcd.org/

DoD Anti-Terrorism Level I Awareness Course
https://atlevel1.dtic.mil/at/

Run, Hide, Fight,,,Surviving an Active Shooter Event
http://www.youtube.com/watch?feature=player_embedded&v=5VcSwejU2D0

Family Disaster Plan
http://www.readysandiego.org/Resources/Family-Disaster-Plan-English.pdf

EMERGENCY CONTACT NUMBERS

Emergency 911 **Note: Dial 911 for ALL emergencies on MCAS Miramar.**	911
San Diego 211 **Note: This is a non-emergency number that can provide information during emergencies**	211
PMO Desk Sergeant **Note: This is a non-emergency number for PMO.**	(858) 577-4068
MCAS Miramar Anti-Terrorism Officer	(858) 577-8530
MCAS Miramar OPSEC Officer	(858) 577-4272
MCAS Miramar Security Manager	(858) 577-8624
Miramar Emergency Family Assistance Center	(858) 577-9723
Fax #	(858) 577-9744
Miramar Family Information Call Center	(858) 577-4930
Fax #	(858) 577-4194
Lincoln Military Housing – Miramar	(858) 397-1012
Lincoln Military Housing Maintenance (24/7)	(888) 578-4141
California Poison Control	(800) 222-1222
American Red Cross	(858) 309-1200
San Diego County Office of Emergency Services	(858) 565-3490

For personnel off-station:

San Diego Gas and Electric	(858) 411-7343
San Diego County Water Authority Emergency Hotline	(619) 515-3525