
Section: 4.8 Disaster Response Timeline Considerations

Effective Date: 09/04/2007

Revision Date: 04/02/2014

Approved by: Chief M. Pott 04/17/2014

SCOPE

This guideline applies to all South Metro Fire Department personnel responsible for emergency response.

PURPOSE

The guideline identifies a timeline to be considered to ensure appropriate and adequate disaster response for fire department personnel during a significant natural or manmade disaster in the Cities of South St. Paul and West St. Paul.

RESPONSE TIMELINE

1. 0-2 hours

- Establish Incident Command
- Notify all of the agencies with a role in your plan
- Determine the size and nature of the area affected by the disaster – map if possible
- Determine the number of people, buildings, and businesses affected by the disaster
- Inform hospitals of the incident and potential casualties
- Conduct Search and Rescue (SAR/USAR) operations as needed
- Open shelter(s) as needed
- Determine if the area needs access control and set up roadblocks where necessary
- Begin clearing roadways, beginning with major travel routes used by emergency responders
- Begin to determine the types and amounts of outside assistance you may need
- Notify the appropriate Emergency Management Directors
- Begin public information activities and issue protective actions for the public if necessary
- Hold one or more command staff meetings
- Consult Emergency Operations Plan checklists
- Activate Mutual Aid Agreements

2. 2-4 Hours

- Continue SAR/USAR operations if necessary
- Continue public information activities
- Consider the need for 24 hour operations and establish 12 hour operational periods (operational periods should begin in the morning and evening to match normal sleeping patterns)
- Continue shelter operations as needed
- Activate damage assessment teams
- Assign people to handle requests for assistance and assess the needs of special populations
- Assign people to track requests for information on disaster victims
- Assign people to track offers of assistance and donations
- Continue clearing roadways
- Determine a debris management plan
- Begin to consider the health effects of the disaster
- Develop a plan to address the needs of responders (food, facilities, etc.)
- Hold one or more command staff meetings

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3. 4-12 Hours

- Continue SAR/USAR operations if necessary
- Continue public information activities
- Prepare for the next operational period
- Consider the need for ongoing mutual aid
- Continue damage assessment activities and compile the information collected to pass on to appropriate persons
- Continue clearing roadways and managing debris
- Prepare a prioritized list of repairs to critical infrastructure
- Begin clean-up activities on public and private property
- Continue to track requests for assistance and assess the needs of special populations
- Continue to track offers of assistance and donations
- Continue shelter operations as needed
- Address the public health needs of disaster victims and responders
- Take care of the personal needs of responders
- Conduct command staff meetings/briefings
- Consult EOP checklists
- Brief the next shift
- Coordinate the restoration of utility services

4. 12-24 Hours

- Continue SAR/USAR operations if necessary
- Continue public information activities
- Continue damage assessment activities
- Continue repairs to critical infrastructure
- Consider the need for ongoing mutual aid
- Continue shelter operations as needed
- Continue clearing roadways and managing debris
- Continue clean-up activities on public and private property
- Continue to track requests for assistance and assess the needs of special populations
- Continue to track offers of assistance and donations
- Coordinate the restoration of utility services
- Keep records of agency expenses
- Take care of the personal needs of responders
- Conduct command staff meetings/briefings
- Brief the next shift

5. 24-48 Hours

- Continue SAR/USAR operations if necessary
- Continue public information activities
- Continue damage assessment activities
- Continue repairs to critical infrastructure
- Consider the need for ongoing mutual aid
- Continue shelter operations as needed

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- Continue clearing roadways and managing debris
- Continue clean-up activities on public and private property
- Continue to track requests for assistance and assess the needs of special populations
- Continue to track offers of assistance and donations
- Coordinate activities of volunteers assisting with response efforts
- Coordinate the restoration of utility services
- Keep records of agency expenses
- Take care of the personal needs of responders
- Begin planning for re-entry and long-term recovery
- Conduct command staff meetings/briefings
- Brief the next shift

6. 48 Hours and Beyond

- Continue SAR/USAR operations if necessary
- Continue public information activities
- Continue damage assessment activities
- Continue repairs to critical infrastructure
- Consider the need for ongoing mutual aid
- Continue shelter operations as needed
- Continue clearing roadways and managing debris
- Continue clean-up activities on public and private property
- Continue to track requests for assistance and assess the needs of special populations
- Continue to track offers of assistance and donations
- Coordinate activities of volunteers assisting with response efforts
- Coordinate the restoration of utility services
- Keep records of agency expenses
- Take care of the personal needs of responders
- Continue planning for re-entry and long-term recovery
- Conduct command staff meetings/briefings
- Transition to daytime operations
- Brief the next shift