



State of Alaska
Department of
Environmental Conservation



Disaster Response Plan

Departmental procedures in the event
of a natural or man-made disaster.

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I. Purpose

This plan describes the Department of Environmental Conservation (DEC) responsibilities and procedures for assisting the Department of Military and Veterans Affairs (DMVA), Division of Homeland Security and Emergency Management (DHS&EM) in responding to various disaster emergencies under the State of Alaska Emergency Response Plan. In the state emergency response plan, **DEC is a support agency to several primary response agencies** including DHS&EM, Department of Public Safety (DPS), Department of Transportation and Public Facilities (DOTPF), Department of Natural Resources (DNR), and the Department of Health and Social Services (DHSS). This plan ensures a coordinated effort to provide assistance to first responders, communities, local and tribal governments, and State and Federal agencies in the response and management of natural disaster emergencies. This plan does not apply to oil or hazardous substance spill responses.¹ DEC's Prevention and Emergency Response Program (PERP) will retain the lead role in spill response situations and coordinate activity with the DEC Disaster Response Coordinator in the event a spill response is an element of a natural disaster. This plan is effective when DHS/EM or other entity requests DEC assistance in response to a disaster emergency that has occurred or is imminent.

Definition: AS 26.23.900(2)

"disaster" means the occurrence or imminent threat of widespread or severe damage, injury, loss of life or property, or shortage of food, water, or fuel resulting from

(A) an incident such as storm, high water, wind-driven water, tidal wave, tsunami, earthquake, volcanic eruption, landslide, mudslide, avalanche, snowstorm, prolonged extreme cold, drought, fire, flood, epidemic, explosion, or riot;

(B) the release of oil or a hazardous substance if the release requires prompt action to avert environmental danger or mitigate environmental damage;

(C) equipment failure if the failure is not a predictably frequent or recurring event or preventable by adequate equipment maintenance or operation;

(D) enemy or terrorist attack or a credible threat of imminent enemy or terrorist attack in or against the state that the adjutant general of the Department of Military and Veterans' Affairs or a designee of the adjutant general, in consultation with the commissioner of public safety or a designee of the commissioner of public safety, certifies to the governor has a high probability of occurring in the near future; the certification must meet the standards of AS26.20.040(c); in this subparagraph, "attack" has the meaning given under AS26.20.200; or

(E) an outbreak of disease or a credible threat of an imminent outbreak of disease that the commissioner of health and social services or a designee of the commissioner of health and social services certifies to the governor has a high probability of occurring in the near future; the certification must be based on specific information received from a local, state, federal, or international agency, or another source that the commissioner or the designee determines is reliable.

¹ For oil and/or hazardous substance releases, refer to the "Alaska Federal/State Preparedness Plan for Response to Oil and Hazardous Substance Discharge/Releases".

II. Department Objectives and Priorities

DEC seeks to achieve five primary objectives in responding to natural disaster emergencies. While all of the objectives are important, there is a hierarchy based on priority which puts safety first. Safety is paramount during all disaster responses regardless of size and complexity. DEC's five primary response objectives are:

- SAFETY:*** Ensure the safety of all staff involved, responding, or exposed to the immediate effects of the incident.
- HEALTH:*** Assess the public health threat to ensure protection from the direct or indirect effects of contamination of water, land, air, and food.
- ENVIRONMENT:*** Assess the environmental threat to ensure protection from the direct or indirect effects of contamination.
- CLEANUP:*** Ensure adequate containment, control, cleanup, and disposal of contamination and debris.
- RECOVERY:*** Assist in rapid recovery from the incident.

III. Emergency Organization

Alaska Administrative Order (AO) #170, dated January 17, 1997 directs adoption of the National Interagency Incident Management System, Incident Command System (NIIMS/ICS) as the State command and control system for emergency response and recovery operations, and that NIIMS/ICS be incorporated in all State agency emergency plans.

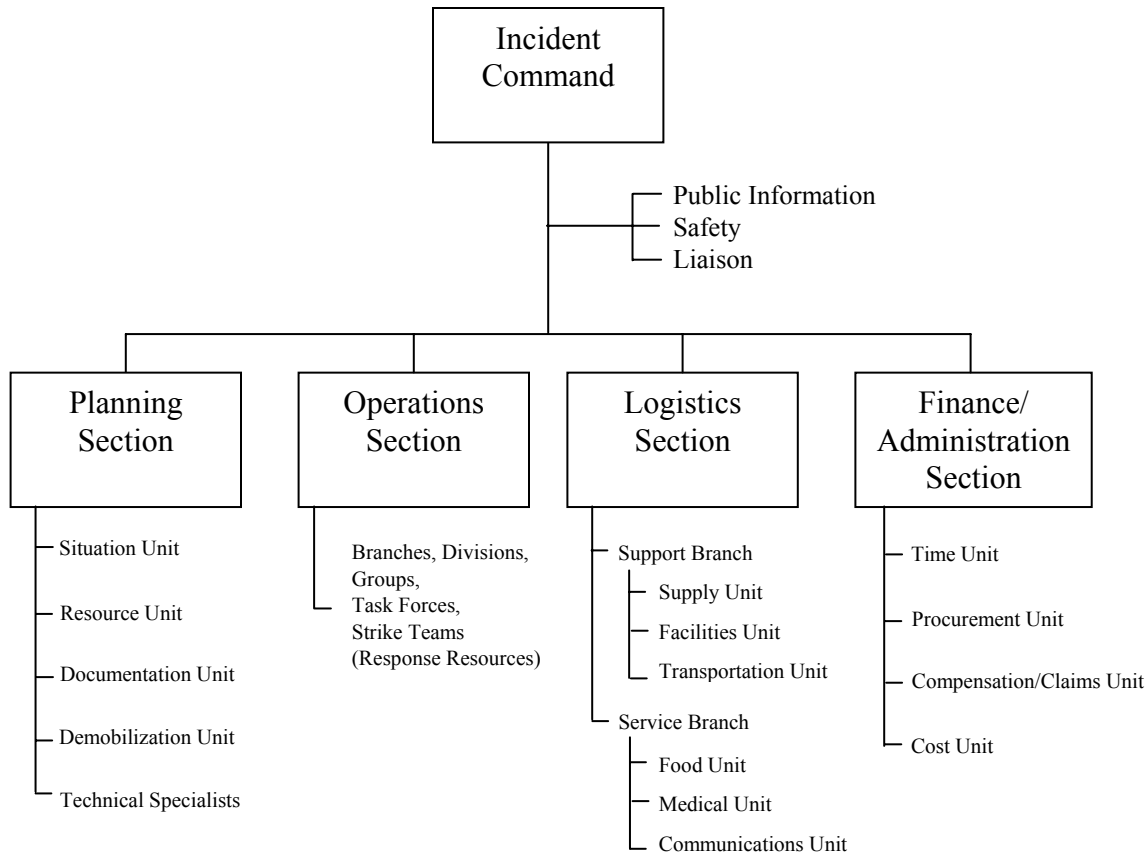
Incident Command System (ICS):

ICS is the model tool for command, control, and coordination of a response and provides a means to coordinate the efforts of individual agencies as they work toward the common goal of stabilizing the incident and protecting life, property, and the environment. ICS uses principles proven to increase efficiency and effectiveness for responding to all types of incidents, including natural hazards and hazardous materials incidents. Responding to emergencies often requires cooperation among several agencies. Regardless of the size of the incident or the number of agencies involved in the response, all incidents require a coordinated effort to ensure an effective response and the efficient, safe use of resources.

Incidents are any events or situations that require the conduct of emergency response operations by incident response personnel. Incidents generally happen unexpectedly and interrupt or interfere with normal operations. Most incidents generate emergency response operations directed at protecting human health and safety, minimizing damage to property, and maximizing protection of the environment.

The ICS organization is built around five major components, as shown in Figure 1. These five major management activities are the foundation upon which the ICS organization develops. They apply whether you are handling a routine emergency, organizing a major event, or managing a major response to a disaster. These components can be activated as necessary, and each has the ability to expand internally to meet the needs of the situation.

DEC is not expected to establish and manage an incident command system for a natural disaster. As a support agency in the State Emergency Response Plan, DEC typically operates as a "Technical Specialist" within the Planning Section, or as a "Resource" in the Operations Section of the ICS. DEC would provide support to an existing incident command system by providing response staff and agency liaisons where needed.



Incident Command System Organization (Figure 1)

The Incident Command Function:

The command function is directed by the Incident Commander, who is the person in charge at the incident, and who must be fully qualified to manage the response. The Incident Commander may establish Command Staff positions typically consisting of a public information officer, safety officer, and liaison officer. In some cases, such as oil spills, a legal officer is included as a member of the Command Staff.

- The Public Information Officer (PIO) will be the point of contact for the media, or other organizations seeking information directly from the incident or event.
- The Safety Officer monitors safety conditions and develops measures for ensuring the safety of all assigned personnel.
- The Liaison Officer is the on-scene contact for other agencies assigned to the incident.

The Command Staff provides support to the Incident Commander and the following four sections.

The Planning Section:

The Planning Section's function includes the collection, evaluation, dissemination, and use of information about the development of the incident and status of resources. This section also creates the Incident Action Plan (IAP), which defines the response activities and resource utilization for a specified time period. Several Planning Section Units may be established and would be activated based upon need.

The Operations Section:

The Operations Section is responsible for carrying out the response activities described in the IAP. This is where the various resources assigned to the incident are managed and utilized. The Operations organization usually develops from the bottom up due to the need to expand supervision as more and more resources are applied to the incident.

The Logistics Section:

The Logistics Section is responsible for providing facilities, services, and materials, including personnel to operate the requested equipment for the incident. Up to two branches and six functional units may be established and would be activated based upon need.

The Finance/Administration Section:

The Finance/Administration Section is responsible for tracking incident costs and reimbursement accounting. Up to four functional units may be established and would be activated based upon need.

Crisis Management Team (CMT):

DEC has a Crisis Management Team (CMT) for response to releases of oil and other hazardous substances. The CMT is the highest level of the incident response hierarchy supporting the ICS and is mobilized when an incident could potentially escalate into a crisis situation. A crisis arises when an incident impacts, or has the potential to impact the viability, operability, or credibility of those involved, or poses a significant environmental, economic, or legal liability. The general role of a CMT can include:

- Identify, evaluate, and address the crisis implications of the incident.
- Avoid allowing an incident to escalate to a crisis situation, whenever possible.
- Mitigate, to the maximum extent possible, crisis situations that cannot be avoided.
- Support the ICS.
- Provide overall strategic direction during a crisis situation.
- Serve as primary contact for upper levels of the organization.
- Protect the organizations operability, viability, and credibility.

DEC's CMT can also be utilized, as needed, during a natural disaster incident.

IV. Department Roles and Responsibilities

Department Mission:

It is the policy of the state to conserve, improve, and protect its natural resources and environment and control water, land, and air pollution, in order to enhance the health, safety, and welfare of the people of the state and their overall economic and social well being.

DEC is also obligated to assist local, state, or federal emergency managers in their efforts to deal with disasters. A DEC response is to provide specific or specialized assistance within the limits of our authority and expertise. The Department's roles and responsibilities include:

- Providing a Department Disaster Preparedness Representative who will work with the DHS&EM on disaster planning, preparedness, training, exercise, and equipment issues.
- Providing a Department Disaster Response Coordinator who will be responsible for coordinating DEC's involvement in a disaster response (not including spill response).
- Providing support staff to the State Emergency Coordination Center (SECC) as needed.
- Providing a DEC liaison to the SECC upon notice of a disaster emergency.
- Providing support to the primary response agency, when requested, such as: advise on protective actions, communications, advisories and warnings, public safety, human services, public works, natural resources, damage assessment, and radiological protection. The extent of a DEC response is dependent on available resources and the degree of risk to public health and the environment.
- Providing technical assistance on public health and environmental issues to emergency responders, incident commander, local governments, community leaders, and individuals.
- Providing communication system backup to the SECC.

DEC Responsibilities and Tasks as Identified in the State Emergency Response Plan for Natural Disasters

FUNCTION	DEC RESPONSIBILITY / TASKS
Coordination and Control (Lead Agency: DMVA)	<ul style="list-style-type: none"> • Develop checklists and standard operating procedures to support this plan. • Provide staff to the State Emergency Coordination Center (SECC), as required. • Provide liaisons to SECC.
Communications (Lead Agency: DMVA - SECC)	<ul style="list-style-type: none"> • Provide back-up communications resources, as required.
Warning (Lead Agency: DMVA)	<ul style="list-style-type: none"> • Provide hazardous materials release notification to State and Federal agencies in coordination with affected communities.
Public Information (Lead Agency: DMVA)	<ul style="list-style-type: none"> • As required, provide representatives to the Joint Information Center (JIC). • Coordinate individual agency/departmental media releases with the JIC. • Conduct all public information activities through the Joint Information System (JIS) when a formal JIC is impractical.
Public Safety (Lead Agency: DPS)	<ul style="list-style-type: none"> • Provide technical assistance to local governments and parties responsible for oil and hazardous substance releases.
Human Services (Lead Agency: DHSS)	<ul style="list-style-type: none"> • Provide technical assistance to control disease and identify public health hazards. • In coordination with affected communities, provide notification to the public about air quality and contamination of drinking water, food resources, and agricultural products. • Provide State grants to communities as required.
Public Works (Lead Agency: DOT/PF)	<ul style="list-style-type: none"> • Provide Public Works resources. • Provide technical assistance to assure communities have safe public and private drinking water supplies and wastewater disposal systems. • Ensure liaison with federal public works agencies.
Natural Resources (Lead Agency: DNR)	<ul style="list-style-type: none"> • Provide resources to support environmental protection activities. • Oversee and coordinate the cleanup and disposal of oil and hazardous substance releases and contaminated debris. • Ensure liaison with federal agencies in areas of mutual interest. • Coordinate emergency permitting. • Activate the Unified Plan and appropriate Subarea Plan(s) for oil and hazardous substance responses.
Damage Assessment (Lead Agency: DMVA)	<ul style="list-style-type: none"> • Gather damage estimates. • Activate damage assessment groups and assign tasks. • Provide resources to assist local jurisdictions assess damage to: <ul style="list-style-type: none"> ◆ water and sewage facilities ◆ debris - land ◆ debris - water ◆ State owned hatcheries • Coordinate with federal agencies in areas of mutual interest.
Mass Care (Lead Agency: ARC)	<ul style="list-style-type: none"> • Assist local jurisdictions coordinate the care and sheltering of animals impacted by disasters.

<p>Finance and Administration (Lead Agency: DMVA)</p>	<ul style="list-style-type: none"> • Administer contracts and service agreements. • Collect disaster related cost data and furnish cost estimates and projections. • Document by project, the labor, materials, and services used for disaster emergencies. • Maintain an audit trail of billings and invoice payments. • Respond to SECC requests for personnel by mobilizing qualified personnel from other departments. • Provide disaster accounting services and personnel to support the SECC Finance Section.
<p>Recovery (Lead Agency: DMVA)</p>	<ul style="list-style-type: none"> • Coordinate applicant briefings and kick off meetings with eligible applicants. • Develop public assistance project worksheets with eligible applicants. • Make the determination that public facilities are sanitary, safe and secure.

DEC Responsibilities and Tasks as Identified in the State Emergency Response Plan for Terrorist Attacks

EVENT	DEC RESPONSIBILITY / TASKS
Agroterrorism (Lead Agency: DNR)	<ul style="list-style-type: none"> • Coordinate among trained investigators to conduct routine sampling to detect indications of possible attacks and investigate suspicious acute and/or group deaths among animal populations. • Designate a representative to the Multi-Agency Coordination (MAC) Group. • Oversee and coordinate the cleanup and disposal of contaminated materials.
Bioterrorism (Lead Agency: DHSS)	<ul style="list-style-type: none"> • Conduct surveillance activities to detect indications of possible attacks. • Designate a representative to the MAC Group. • Develop a plan for handling contaminated human remains. • Activate the Statewide Hazmat Response Team, if necessary.
Chemical Attack (Lead Agency: DMVA)	<ul style="list-style-type: none"> • Conduct surveillance activities to detect indications of possible attacks. • Designate an SECC co-manager. • Designate a representative to the MAC Group. • Open a departmental Emergency Operations Center (EOC). • Implement the "Unified Plan" if appropriate. • Make recommendations to the MAC Group with regard to evacuations and airport closures. • Provide representatives to local Unified Commands and to local MAC Groups, as required. • Develop a plan for handling contaminated human remains. • Activate the Statewide Hazmat Response Team, if necessary.
Nuclear Attack (Lead Agency: DMVA)	<ul style="list-style-type: none"> • Designate a representative to the MAC Group. • Make recommendations to the MAC Group with regard to quarantine and evacuations. • Report radiological detection/monitoring in accordance with SECC instructions and Annex J to the Unified Plan. • Develop a plan for handling contaminated human remains. • Activate the Statewide Hazmat Response Team, if necessary.
Radiological Attack (Lead Agency: DMVA)	<ul style="list-style-type: none"> • Conduct surveillance activities to detect indications of possible attacks. • Designate an SECC co-manager. • Designate a representative to the MAC Group. • Develop a radiological response plan to be implemented by State agencies and the SECC. • Activate departmental EOCs. • Make recommendations to the MAC Group with regard to quarantines, evacuations and airport closures. • Report radiological detection/monitoring results in accordance with SECC instructions and Annex J to the Unified Plan. • Coordinate with Federal DOE or EPA for off-site radiological monitoring and assessment. • Coordinate with local officials for determining the most appropriate protective measures (evacuation or sheltering) and, if necessary, coordinate with other agencies for implementation of measures. • Assist local governments to ensure that decontamination and disposal of radiological wastes are accomplished in a manner that ensures

	<p>protection of human life, property, wildlife and the environment.</p> <ul style="list-style-type: none"> • Provide representatives to local Unified Commands and to local MAC Groups, as required. • Develop a plan for handling contaminated human remains. • Activate the Statewide Hazmat Response Team, if necessary.
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DEC Responsibilities and Tasks as Identified in the State Emergency Response Plan for Evacuations

EVENT	DEC RESPONSIBILITY / TASKS
Evacuation (Lead Agency: DMVA)	<ul style="list-style-type: none"> • Evaluate the situation, order and/or direct the necessary evacuation and disseminate evacuation instructions. • Provide assistance and technical advice with regard to evacuating and caring for pets and livestock.

DEC Responsibilities and Tasks as Identified in the State Emergency Response Plan for High-Capacity Passenger Vessels

EVENT	DEC RESPONSIBILITY / TASK
High-Capacity Passenger Vessels (Lead Agency: DMVA)	<ul style="list-style-type: none"> • Designate a representative to the MAC Group. • Determine the need for deploying an “away team” to the vessel. • If necessary, activate the Unified Plan, and appropriate Subarea Plan.

V. Standard Procedure for Disaster Response

Alaska is faced with a number of potential natural disasters that pose a considerable risk to public health and the environment. These include earthquakes, tsunamis, floods, volcanic eruptions, wildland fires, severe storms and other weather extremes, erosion, avalanches, and landslides. In addition, there are technological hazards from the manufacture, transportation, and use of substances such as oil, chemicals, explosives, flammables, and pesticides. We are also faced with the threat of terrorism and the use of weapons of mass destruction (WMD).

As every disaster situation can be unique, the following procedure is used as guidance for a major disaster incident.

1. **Disaster Strikes.** A natural or man-made disaster can strike a community at any time.
2. **Local Response.** Local resources are the first to respond to any type of disaster in order to protect the lives and property of the residents. These can include police, fire department, emergency rescue crews, emergency medical services, and volunteers.
3. **Local Request for Assistance.** When the local resources are exhausted or incapable of adequately responding to the incident, the local government can request State assistance through the Division of Homeland Security and Emergency Management (DHS&EM) by issuing a local disaster declaration, and requesting a Governor's Declaration of Disaster Emergency.
4. **State Emergency Response Plan Activated.** DHS&EM will coordinate the State response. A State response is to provide assistance to the local responders. The State Emergency Response Plan identifies agencies with primary responsibilities and those with support responsibilities for various functions of a response.
 - A "primary agency" is assigned primary responsibility to manage and coordinate a specific function.
 - A "support agency" assists the primary agency with resources, capabilities, or expertise to support the specific function.

DEC is a support agency to several primary response agencies.

5. **DHS&EM or Primary Agency Contacts DEC for Assistance.** DEC has a position designated as the Disaster Response Coordinator, who is responsible for the overall coordination of DEC programs involved in a disaster response. This position is the primary point of contact (POC) for DHS&EM or any primary agency.
6. **DEC Disaster Response Coordinator Contacts Appropriate Program POC.** Each department program has identified a contact person for disaster emergencies. After evaluating a request for assistance, the Disaster Response Coordinator will contact the appropriate program POC.

7. DEC Program Provides Requested Assistance. The program POC will coordinate their particular resources to provide whatever support is needed, within the limits of their authority and expertise.

After the emergency response phase of a disaster, and after preliminary damage assessments have been completed, the following two steps occur. These are necessary to access the State's Disaster Relief Fund to cover the cost of State assistance as well as reimburse the local government and citizens for eligible costs.

- **Disaster Policy Cabinet Reviews Local Request.** The Governor's Disaster Policy Cabinet (DPC) convenes to review the local government's request for state assistance and current disaster situation report. The DPC makes a recommendation to the Governor to either declare a State disaster emergency, or deny the request.
- **Governor Declares Disaster.** After reviewing the recommendation from the Disaster Policy Cabinet, the Governor will declare a State disaster emergency or deny the request.

VI. Disaster Response Coordinator

The DEC Disaster Response Coordinator will:

- Be responsible for the overall coordination of Department programs involved in a disaster response. (not including spill response).
- Be the lead DEC staff person assigned to the SECC upon notice of a disaster emergency.
- Assist in pre-disaster planning to help prepare the State and the public for potential effects of an oncoming disaster. This could include participation in emergency planning committees and workgroups, public advisories or warnings, press releases, and distribution of handout material.
- Contact Department program staff in the event of a major disaster emergency that requires assistance from a particular program.
- Keep the Commissioner's Office, program directors, and program POC's apprised of existing or potential disaster status, and the requested or anticipated needs for DEC support.
- Provide technical assistance and/or available public information handouts regarding public health and environmental issues associated with the disaster.
- Assist DHS/EM in on-scene disaster assessment and environmental impact.
- Prepare periodic situation reports (SITREPs) of the event with updates on DEC participation and assistance provided. SITREPs will be provided to the Commissioners Office, Division Directors, program points of contact, and the SECC.
- Maintain a current program point of contact (POC) list.
- Provide training to Department staff on the Department's Disaster Response Plan and responsibilities.
- Coordinate with the PERP Program Manager or appropriate State On-Scene Coordinator regarding the activation of the Statewide Hazmat Response Team. DEC maintains jurisdiction of this team as a State resource when activated.

VII. Training and Equipment

Training:

It is the responsibility of each department program to ensure their staff are properly trained to perform the duties of their position. There is no special training required for DEC staff to respond to disaster emergencies. A DEC response is to provide specific or specialized assistance within the limits of our authority and expertise.

It is recommended that program staff attend disaster related training, such as Basic Incident Command System (ICS), and Weapons of Mass Destruction (WMD) Awareness Training, when available.

Self-paced, independent learning courses are available through FEMA at the following website:

<http://training.fema.gov/emiweb/is/>

Contact the DEC Disaster Response Coordinator to determine appropriate courses to complete.

Equipment:

It is the responsibility of each department program to ensure their staff have the proper equipment to perform the duties of their position, such as; field test and sampling kits, personal protective equipment (PPE), digital/video camera, field notebook, etc.

Some employees will be assigned to do field work as part of an assessment team. These assignments can last for as long as one week. Each individual who responds in the field will need to provide their own “personal needs” supplies, such as; personal medications, toiletries, clothing appropriate for the location and weather, foot gear, winter gear, rain gear, and if in a small remote community, you may need to bring your own food. Many small communities are accessible only by small aircraft, boat, snow machine, and/or ATV’s. As much advance information as possible will be provided to response staff regarding the location and working conditions at the site.

In preparing for a trip to a remote area of the State, there are several things that should be considered for your safety and comfort, including:

- Some small aircraft limit each passenger to a total of 40 pounds of luggage, including work related items. Don’t pack unnecessary items.
- You will need appropriate clothing and footwear depending on the season. Alaska’s climate ranges from very hot to severe cold. Layering your clothing is a good idea. It may be sunny and warm one moment, and then wet, windy and cold the next. You can always take something off, but if you don’t have it to put on, you could get very cold.
- During the summer, mosquitoes and other insects can be a major annoyance. Be sure to bring mosquito repellent.

- Sunscreen is also advised due to our long summer daylight hours.
- If you go out on a river boat, wear a life jacket.
- If you have impaired or sensitive hearing, use ear plugs on small airplanes and boats.
- If you end up overnighing in a small village, you may need a sleeping bag as you could find yourself sleeping on the floor of the school, post office, or city building.
- Many of the small villages don't have restaurants, so you may need to bring some dry food items and bottled water to hold you over for a day or two.
- Some of the villages are "DRY". Do not bring alcohol to a dry village.
- If you encounter wildlife, use common sense – stay away and don't provoke.

Again, if you are called upon to travel to a remote area of the State for disaster response, as much information as possible will be given to you prior to your departure regarding site conditions and what to expect.

During a disaster response, DEC staff are not expected to perform work that they are not adequately trained and equipped for. Any attempt at doing such work must first be approved by their supervisor.

VIII. Guidelines for all Employees

- All employees working and living within a disaster impact area will first attend to their personal and family needs.
- In areas not affected by a disaster, day-to-day activities and work duties will continue on a normal basis.
- Each program will designate staff to respond to disasters as requested by the DEC Disaster Response Coordinator.
- Employees identified as a program primary point of contact (POC) will make disaster response a priority over all other normal work duties when contacted by the DEC Disaster Response Coordinator.
- Each program primary point of contact will be responsible for providing whatever support is needed, as deemed reasonable, to accommodate the requested assistance.
- Other employees will make disaster response a priority over all other normal work duties when contacted by their program primary point of contact.
- All employees involved in disaster response, as a DEC representative, will keep their supervisors and the Disaster Response Coordinator apprised of all response activities and status reports.
- Employees providing on-scene assistance will avoid unnecessary risks and dangerous situations unless properly trained, equipped, and the activity has been approved by their supervisor.
- When requested by the Division of Homeland Security and Emergency Management (DHS/EM), employees providing assistance as part of a preliminary damage assessment (PDA) team will be traveling and working with other state reps as part of the team. The assessment team leader will be a staff person from DHS&EM.
- A Travel Authorization (TA) will typically be provided by DHS&EM.
- Transportation and lodging will typically be provided by DHS&EM.
- Employees should be prepared to buy their own meals while assisting in remote locations. If time allows, DHS&EM may be able to provide a travel advance check to cover per diem.
- All normal expenses for a disaster response will be covered by DHS&EM.

- All additional expenses, such as the purchase of specialized equipment or sample analysis, must first be approved by the team leader or the State Emergency Coordination Center (SECC). If it is necessary to incur additional expenses without first obtaining approval, be sure to save all receipts in order to seek reimbursement.
- All disaster response related work time is reimbursable from DHS&EM and needs to be accurately tracked and recorded by the participating employees.
- Employees who are overtime eligible are automatically authorized for overtime pay unless specifically instructed otherwise. Overtime wages are reimbursable from DHS&EM.

IX. Office of the Commissioner

The chief executive office of the Alaska Department of Environmental Conservation provides agency direction and administration and is policy liaison with the Governor's Office and Legislature.

Office of the Commissioner will:

- provide broad strategic and policy guidance to DEC staff for developing plans, organizations, staffing, training and other resources for coping with disaster emergencies.
- advise the Governor on policy issues pertaining to the public health and environmental aspects of disaster response and recovery.
- activate the DEC Crisis Management Team and ensure appropriate divisions are represented based on the nature of the situation.

X. Division of Air Quality

A. Air Monitoring and Quality Assurance Program:

This program operates and oversees air quality monitoring networks throughout Alaska, including assessing compliance with National Ambient Air Quality Standards, assessing ambient air quality of air toxics, providing assistance in developing monitoring plans, and issuing air quality advisories of hazardous air conditions.

Air Monitoring and Quality will:

- provide technical assistance on air quality issues related to public health.
- issue air quality advisories as needed.
- assist with radiological monitoring and assessment.
- provide technical assistance on decontamination and disposal of radiological wastes.

B. Air Non-Point and Mobile Sources Program:

This program is responsible for regulating air emissions from stationary, mobile and other sources which pose a risk to human health and the environment.

Air Non-Point and Mobile Sources will:

- provide technical assistance on air quality issues related to public health.

C. Air Permits Program:

The Air Permits Program protects the environment by issuing permits and conducting compliance inspections to ensure that air emissions from industrial operations do not create unhealthy air.

Air Permits Program will:

- provide technical assistance on air quality issues related to public health.
- issue air permits and approvals as needed.

XI. Division of Environmental Health (EH)

A. Drinking Water Program (DW):

The Drinking Water Program requires public water systems to be in compliance with state and federal regulation for drinking water, for the public health, and for the protection of residents and visitors to the State of Alaska.

DW program will:

- provide technical assistance and information about contaminant monitoring, sampling procedures, and disinfection procedures for impacted water systems and waterborne diseases.
- issue boil water notices as needed.
- provide technical assistance on emergency water supplies for disaster affected areas.
- assist with the investigation of confirmed waterborne disease outbreaks and other incidents of drinking water related illness.
- conduct plan reviews and issue permits as requested for temporary water systems.

B. Food Safety and Sanitation Program (FSS):

The Food Safety and Sanitation Program conducts reviews, inspections, training, permitting, and investigations regarding all facilities that process, manufacture, sell, and serve food in Alaska.

FSS program will:

- provide technical assistance in food preparation, service, and food salvage.
- assist with investigation of food borne and waterborne illnesses.
- provide technical assistance on maintaining standards of health and sanitation at public facilities, such as schools, day care, residential care, overnight accommodations, and pools/spas.
- review plans and issue permits.
- provide technical assistance to seafood processing facilities impacted by a disaster.
- inspect seafood to insure that it is safe and wholesome.
- collect samples to analyze for possible contamination.

C. Laboratory Services:

Laboratory Services conducts chemical and microbiological sampling of food, water, and soils.

Laboratory Services will:

- conduct analysis of environmental samples for possible food, water, and soil contamination.
- provide technical assistance for sampling, collection, and analysis procedures.
- perform analyses on samples to determine the presence/absence of avian influenza, or bird flu.
- coordinate with the DHSS Public Health Lab on sampling issues, as necessary.

D. Pesticide Control Program:

The Pesticide Control Program investigates complaints, conducts a variety of inspections including Marketplace, Use/Misuse, and Agricultural Worker Protection Inspections. The program is involved with groundwater and endangered species protection from pesticides, registering pesticides for sale and distribution, certifying applicators, promoting Agricultural Worker Safety, and issuing pesticide permits.

Pesticide Program will:

- provide technical assistance on pesticide use, releases, and disposal.

E. Solid Waste Management (SW):

The Solid Waste Program is committed to protecting public health and the environment by ensuring that municipal and industrial landfills and waste collection facilities are properly located based on risk factors, adequately operated, and correctly closed.

SW program will:

- provide technical assistance on disaster debris disposal.
- work with local government and communities on disaster debris assessment, temporary debris storage, and debris disposal options.
- review plans and issue permits for debris disposal.

F. State Veterinarian:

The program permits and monitors the import and export of pets, domestic livestock, and veterinary biologics. The program conducts surveillance and controls new and emerging animal diseases, zoonotic diseases, foreign animal diseases, and agriculture based bioterrorism threats.

State Veterinarian will:

- provide technical assistance regarding livestock disease control, including quarantine and/or destruction of diseased livestock.

- inspect meat/dairy products to insure that it is safe and wholesome.
- oversee the detention and disposition of adulterated meat/poultry and dairy products.
- provide supervision and monitoring of dead, dying and/or disabled livestock.

XII. Division of Spill Prevention and Response (SPAR)

A. Contaminated Sites Program (CS):

The Contaminated Sites Program protects public safety, public health and the environment by identifying, overseeing and conducting the cleanup and management at contaminated sites in Alaska, and by preventing releases from underground storage tank systems.

CS will:

- assist in the oversight of spill cleanup activities during disaster recovery.
- assist with on-scene disaster assessment of environmental impacts.
- provide technical assistance and assessment of fuel tank structural integrity.
- provide technical assistance with temporary fuel storage.

B. Industry Preparedness Program (IPP):

The Industry Preparedness Program protects public safety, public health and the environment by ensuring that producers, transporters and distributors of crude oil and refined oil products prevent oil spills, and are fully prepared materially and financially to clean up spills.

IPP will:

- provide technical assistance as needed.

C. Prevention and Emergency Response Program (PERP):

The Prevention and Emergency Response Program protects public safety, public health and the environment by preventing and mitigating the effects of oil and hazardous substance releases and ensuring their cleanup through government planning and rapid response.

PERP will:

- lead the State's response to oil spills and hazardous substance releases.
- provide the Department's Disaster Preparedness Representative and Disaster Response Coordinator.
- provide access to communication infrastructure and response equipment for non-oil or hazardous substance spill emergencies.
- provide logistical support for non-oil or hazardous substance spill emergencies.
- assist with on-scene disaster assessment of public health and environmental impacts.

- activate the Statewide Hazmat Response Team when necessary.

D. Response Fund Administration Program:

The Response Fund Administration Program manages the Oil & Hazardous Substance Release Prevention and Response Fund as a viable, long-term funding source for the state's core spill prevention and response initiatives.

The Response Fund Administration Program will:

- provide assistance as needed.
- provide support as necessary to SPAR staff during the reimbursement process for response and recovery assistance to DHS&EM.

XIII. Division of Water

A. Municipal Loan Program:

The Municipal Loan Program provides loans and engineering support for drinking water, wastewater, (sewer), solid waste and non-point source pollution projects, such as waterbody restoration and recovery. These loan programs are designed for cities, boroughs and qualified private utilities.

Municipal Loan Program will:

- provide assistance as needed.

B. Municipal Water, Sewerage, and Solid Waste Matching Grant Program:

This program provides partial funding and engineering support for drinking water, wastewater (sewer), solid waste and non-point source pollution projects, such as waterbody restoration and recovery. These state grants primarily assist the larger communities and boroughs in the State.

Municipal Water, Sewerage, and Solid Waste Matching Grant Program will:

- provide assistance as needed.

C. Non-Point Source Water Pollution Control Program:

This program protects water resources and public health from non-point sources of pollution.

The Non-Point Source Water Pollution Control Program will:

- provide assistance as needed.

D. Operator Training and Certification Program:

The Operator Training and Certification Program develops training programs, administers examinations and certifies operators of community water and wastewater systems.

Operator Training and Certification Program will:

- provide technical assistance to operators of damaged sanitation facilities.
- train and support temporary facility operators.

E. Remote Maintenance Worker Program:

The Remote Maintenance Worker Program develops the capacity of Rural Alaskans to operate local water and sewer facilities, while safeguarding State and Federal capital investments in utility infrastructure.

The Remote Maintenance Worker Program will:

- provide technical assistance to operators of damaged sanitation facilities.
- provide technical assistance on emergency and/or temporary water and waste treatment facilities in disaster areas.

F. Village Safe Water Program:

The Village Safe Water Program provides grants and engineering assistance to small communities for water and sewer projects.

The Village Safe Water Program will:

- provide technical assistance to operators of damaged sanitation facilities.
- provide technical assistance on emergency and/or temporary water and waste treatment facilities in disaster areas.

G. Wastewater Discharge Program:

The Wastewater Discharge Program protects water resources and public health by regulating wastewater discharges.

The Wastewater Discharge Program will:

- provide technical assistance on industrial and municipal wastewater issues related to disaster recovery.
- issue permits for wastewater discharges.
- conduct plan reviews and issue permits as requested for temporary wastewater systems.
- provide technical assistance and information about sewer system monitoring, disinfection of sewage contaminated areas, and emergency wastewater disposal for disaster affected areas.
- respond to situations of sewage on the ground.

H. *Water Quality Assessment and Monitoring Program:*

This program provides information and technical assistance for water monitoring and data collection in support of decision makers' research of water quality issues.

Water Quality Assessment and Monitoring Program will:

- provide technical assistance on water quality issues.
- issue water quality advisories as needed.

XIV. Division of Information and Administrative Services

A. Environmental Crimes Unit (ECU):

The Environmental Crimes Unit has statewide responsibility for the investigation and prosecution of violations of environmental law.

ECU will:

- assist with the investigation, collection and preparation of evidence for environmental crimes related to disasters.

B. Information Services:

The Information Services Program provides planning and technical support on Department centralized information systems.

Information Services Program will:

- provide technical assistance and data management support.
- provide technical assistance on hardware and software systems.
- provide system support for department staff responding to a disaster.
- establish temporary network systems as needed.
- provide technical assistance on hardware and software systems.

C. Budget Services:

The Budget Services Program is responsible for budget development, preparation and presentation.

Budget Services will:

- provide financial management assistance as needed.

D. Financial Services:

The Financial Services Program ensures the department's financial processing is in compliance with federal, statutory, and regulatory requirements as well as generally accepted accounting principles.

Financial Services will:

- provide assistance with expenditure tracking and cost recovery.
- provide support as necessary to department staff during the reimbursement process for response and recovery assistance to DHS&EM.

E. Procurement Services:

The Procurement Services Program provides the procurement of goods, services, and facility leases, and ensures that procurements adhere to State of Alaska statutes and regulations.

Procurement Services will:

- provide assistance with purchases.

Appendix A

Disaster/Emergency Hotline Phone Numbers

LOCAL:

- Police, Fire, Ambulance, Search & Rescue **911**

STATE:

- ADEC Disaster Response Coordinator
 - Alan Wien (Primary) **376-1865**
alan_wien@dec.state.ak.us Cell ... **240-6557**
 - Larry Iwamoto (Alternate) **269-7683**
larry_iwamoto@dec.state.ak.us Cell ... **440-0812**
- Oil and Hazardous Substance Spill Reporting (ADEC)
 - Central Area Response Team **269-3063**
Fax ... **269-7648**
 - Northern Area Response Team **451-2121**
Fax ... **451-2362**
 - Southeast Area Response Team **465-5340**
Fax ... **465-2237**
 - Outside Normal Business Hours, Call **1-800-478-9300**
www.dec.state.ak.us
- State Emergency Coordination Center (SECC) **428-7000**
www.ak-prepared.com **1-800-478-2337**
- Department of Health and Social Services **465-3030**
www.hss.state.ak.us
- Division of Public Health **465-3090**
www.hss.state.ak.us/dph
- Epidemiology **269-8000**
www.epi.hss.state.ak.us After Hours ... **1-800-478-0084**
- Alaska State Troopers **428-7200**
www.dps.state.ak.us/ast/ **1-800-478-9300**

- American Red Cross of Alaska 646-5400
www.alaska.redcross.org
- Alaska Native Tribal Health Consortium 729-1900
www.anthc.org
- Road Information (DOT) 1-800-472-0391
www.dot.state.ak.us
- State Road Reports and Travel Advisories 511
<http://511.alaska.gov>
- Emergency Alert Frequencies 99.7 FM or 88.5 FM

FEDERAL:

- Federal Bureau of Investigation (FBI) 276-4441
www.fbi.gov
- Environmental Protection Agency (EPA) 271-5083
www.epa.gov 1-800-781-0983
Hazardous Waste Info Line 1-800-550-7272
- Federal Emergency Management Agency (FEMA) 1-425-487-4600
www.fema.gov
- Center for Disease Control & Prevention (CDC) 1-888-246-2675
www.cdc.gov
- Poison Control Center 1-800-222-1222
www.aapcc.org
- U.S. Coast Guard Emergency 1-800-478-5555
www.uscg.mil Cell Phones Dial *CG
- Chemical/Biological Helpline 1-800-368-6498
www.nbc-prepare.org or www.dp.sbcom.army.mil
- National Response Center - Chem/Bio Hotline 1-800-424-8802
www.nrc.uscg.mil/nrchp.html
- Radiological Hotline 1-301-816-5100
www.nrc.gov

Appendix B

ADEC Offices

Anchorage

555 Cordova St.
Anchorage, AK 99501
Phone: (907) 269-7500
Fax: (907) 269-7600

Bethel

P.O. Box 228
Bethel, AK 99559
Phone: (907) 543-3215
Fax: (907) 543-3216

Deadhorse

610 University Ave.
Fairbanks, AK 99709
Phone: (907) 659-1980
Fax: (907) 659-1982

Dutch Harbor

P.O. Box 465
Unalaska, AK 99685
Phone: (907) 581-4632
Fax: (907) 581-1795

Fairbanks

610 University Ave.
Fairbanks, AK 99709
Phone: (907) 451-2360
Fax: (907) 451-2188

Juneau

410 Willoughby Ave., Suite 303
Juneau, AK 99801-1795
Phone: (907) 465-5060
Fax: (907) 465-5070

Ketchikan

540 Water St., Suite 203
Ketchikan, AK 99901
Phone: (907) 225-6200
Fax: (907) 225-0620

Kodiak

P.O. Box 515
Kodiak, AK 99615
Phone: (907) 486-3350
Fax: (907) 486-5032

Palmer

550 S. Alaska St., Suite 6
Palmer, AK 99645
Phone: (907) 761-7251
Fax: (907) 745-8125

Sitka

901 Halibut Pt. Rd., #C
Sitka, AK 99835
Phone: (907) 747-8614
Fax: (907) 747-7419

Soldotna/Kenai

43335 Kalifornsky Beach Rd., Suite 11
Soldotna, AK 99669
Phone: (907) 262-5210
Fax: (907) 262-2294

Valdez

P.O. Box 1709
Valdez, AK 99686
Phone: (907) 835-4698
Fax: (907) 835-2429

Wasilla

1700 E. Bogard Rd., Bldg B, Suite 202
Wasilla, AK 99654
Phone: (907) 376-1850
Fax: (907) 376-2382

Appendix C

Glossary of Acronyms Common to Disaster Response

<u>Acronym</u>	<u>Term</u>
ADCCED	Alaska Department of Commerce, Community and Economic Development
ADEC	Alaska Department of Environmental Conservation
ADEED	Alaska Department of Education and Early Development
ADFG	Alaska Department of Fish and Game
ADHSS	Alaska Department of Health and Social Services
ADLAW	Alaska Department of Law
ADMAT	Alaska Disaster Medical Assistance Team
ADMVA	Alaska Department of Military and Veterans Affairs
ADNR	Alaska Department of Natural Resources
ADOA	Alaska Department of Administration
ADOC	Alaska Department of Corrections
ADOLWD	Alaska Department of Labor and Workforce Development
ADOR	Alaska Department of Revenue
ADOTPF	Alaska Department of Transportation and Public Facilities
ADPS	Alaska Department of Public Safety
AEA	Alaska Energy Authority
AEC	Agency Emergency Coordinators
AEIC	Alaska Earthquake Information Center
AERT	Alaska Emergency Response Team
AIDEA	Alaska Industrial Development and Export Authority
AKNG	Alaska National Guard
AKRISC	Alaska Regional Interagency Steering Committee
AKVOAD	Alaska Voluntary Organizations Active in Disasters
ALCOM	Alaskan Command, part of DOD
ALMR	Alaska Land Mobile Radio
AP	Assembly Point
APSC	Alyeska Pipeline Service Company
APUC	Alaska Public Utilities Commission
AQ	Air Quality, Division of ADEC
ARC	American Red Cross
ARNG	Alaska Army National Guard
ARRC	Alaska Railroad Corporation
ASDF	Alaska State Defense Force
ASHNHA	Alaska State Hospital and Nursing Home Association
AST	Alaska State Troopers
ATC	Air Traffic Control
ATF	Bureau of Alcohol, Tobacco, Firearms and Explosives

ATWC	Alaska Tsunami Warning Center
AVO	Alaska Volcano Observatory
BIA	Bureau of Indian Affairs
BLM	Bureau of Land Management
C	Base Camp
CAP	Civil Air Patrol
CAT	Crisis Action Team
CBIAC	Chemical and Biological Defense Information and Analysis Center
CBRNE	Chemical, Biological, Radiological, Nuclear, or Explosive
CDC	Centers for Disease Control and Prevention
CDRG	Catastrophic Disaster Response Group
CEC	Community Emergency Coordinator
CERCLA	Comprehensive Environmental Response, Compensation, and Liability Act
CFR	Code of Federal Regulations
CHEMTREC	Chemical Transportation Emergency Center
CINC	Commander-In-Chief
CIRG	Critical Incident Response Group
CM	Consequence Management
CMT	Crisis Management Team
CMU	Crisis Management Unit
COE	Corps of Engineers
CRU	Crisis Response Unit
CS	Contaminated Sites, Program of SPAR
CST	Civil Support Team
CWA	Clean Water Act
DEST	Domestic Emergency Support Team
DFO	Disaster Field Office
DFP	Division of Fire Protection, part of ADPS
DFSG	Disaster Financial Services Group
DHHS	U.S. Department of Health and Human Services
DHS	U.S. Department of Homeland Security
DHS&EM	Division of Homeland Security and Emergency Management
DMAT	Disaster Medical Assistance Team
DMORT	Disaster Mortuary Team, NDMS
DOD	U.S. Department of Defense
DOE	U.S. Department of Energy
DOF	Division of Forestry, part of ADNR
DOI	U.S. Department of the Interior
DOJ	U.S. Department of Justice
DPC	Disaster Policy Cabinet (State of Alaska)

DPH	Division of Public Health, part of ADHSS
DPP	Domestic Preparedness Program
DRC	Disaster Recovery Center
DW	Drinking Water, Program of EH
EA	Environmental Assessment
EAS	Emergency Alert System
EC	Emergency Coordinator
ECU	Environmental Crimes Unit, Program of IAS Division of ADEC
EH	Environmental Health, Division of ADEC
EICC	Emergency Information and Coordination Center
EM	Emergency Management
EMAC	Emergency Management Assistance Compact
EMI	Emergency Management Institute
EMS	Emergency Medical Services
EMT	Emergency Medical Technician
EO	Executive Order
EOC	Emergency Operations Center
EOP	Emergency Operations Plan
EPA	Environmental Protection Agency
EPCRA	Emergency Planning and Community Right-to-Know Act
ERC	Emergency Response Coordinator
ERP	Emergency Response Plan
ERT	Emergency Response Team
ESF	Emergency Support Function
EST	Emergency Support Team
FAA	Federal Aviation Administration
FAST	FEMA Field Assessment Team
FBI	Federal Bureau of Investigation
FCC	Federal Communication Commission
FCO	Federal Coordinating Officer
FECC	Federal Emergency Communications Coordinator
FEMA	Federal Emergency Management Agency
FERC	FEMA Emergency Response Capability
FHWA	Federal Highway Administration
FLO	Federal Liaison Officer
FOSC	Federal On-Scene Coordinator
FRERP	Federal Radiological Emergency Response Plan
FRP	Federal Response Plan
FS&S	Food Safety and Sanitation, Program of EH
FWS	U.S. Fish and Wildlife Service
GAR	Governor's Authorized Representative

GIS	Geographic Information System
HAZMAT	Hazardous Material(s)
HAZWOPER	Hazardous Waste Operations and Emergency Response
HF	High Frequency
HMRU	Hazardous Materials Response Unit
HQ	Headquarters
HUD	Department of Housing and Urban Development
IAP	Incident Action Plan
IAS	Information and Administrative Services, Division of ADEC
IC	Incident Commander
ICP	Incident Command Post
ICS	Incident Command System
IMT	Incident Management Team
IPP	Industry Preparedness Program, Program of SPAR
ITG	Information Technology Group
JIC	Joint Information Center
JIS	Joint Information System
JOC	Joint Operations Center
JTF	Joint Task Force
JTTF	Joint Terrorism Task Force
LECC	Local Emergency Coordination Center
LEPC	Local Emergency Planning Committee
LEPD	Local Emergency Planning District
LFA	Lead Federal Agency
LOSC	Local On-Scene Coordinator
MAC	Multi-Agency Coordination
MEDEVAC	Medical Evacuation Transport
MOA	Memorandum of Agreement
MOU	Memorandum of Understanding
MRE	Meals Ready to Eat
MSDS	Material Safety Data Sheet
NBC	Nuclear, Biological, and Chemical
NCP	National Oil and Hazardous Substances Pollution Contingency Plan
NECC	National Emergency Coordination Center, FEMA
NEIS	National Earthquake Information Service

NETC	National Emergency Training Center
NIIMS	National Interagency Incident Management System
NIMS	National Incident Management System
NRC	National Response Center
NRP	National Response Plan
NRT	National Response Team
NWS	National Weather Service
ODP	Office for Domestic Preparedness
ODPCP	Oil Discharge Prevention and Contingency Plan
OEP	Office of Emergency Preparedness, PHS
OHS	Office of Homeland Security
OMB	Office of Management and Budget
OPA	Oil Pollution Act
OPS	Operations
OSC	On-Scene Commander
OSHA	Occupational Safety and Health Administration
PA	Public Affairs
PAO	Public Affairs Officer
PDA	Preliminary Damage Assessment
PDD	Presidential Decision Directive
PDDA	Post Disaster Damage Assessment
PEPPA	People for Emergency Preparedness Planning for Animals
PERP	Prevention and Emergency Response, Program of SPAR
PHS	U.S. Public Health Service
PIO	Public Information Officer
POC	Point of Contact
PPE	Personal Protective Equipment
RCP	Regional Oil and Hazardous Substances Pollution Contingency Plan
RCRA	Resource Conservation and Recovery Act
RFA	Response Fund Administration, Program of SPAR
RISC	Regional Inter-Agency Steering Committee
RMW	Remote Maintenance Worker, Program of ADEC Division of Water
ROC	Regional Operations Center
RRP	Regional Response Plan
RRT	Regional Response Team
S	Staging Area
SAC	Special Agent in Charge, FBI
SAR	Search and Rescue
SARA	Superfund Amendments and Reauthorization Act

SCBA	Self-Contained Breathing Apparatus
SCO	State Coordinating Officer
SECC	State Emergency Coordination Center
SERC	State Emergency Response Commission
SHPO	State Historical Preservation Office
SITREP	Situation Report
SNS	Strategic National Stockpile
SONS	Spills of National Significance
SOP	Standard Operating Procedure
SOSC	State On-Scene Coordinator
SPAR	Spill Prevention and Response, Division of ADEC
SW	Solid Waste, Program of EH
TAPS	Trans-Alaska Pipeline System
TERC	Tribal Emergency Response Commission
UC	Unified Command
UCS	Unified Command System
U.S.	United States
USACE	U.S. Army Corps of Engineers
USAF	U.S. Air Force
USAR	Urban Search and Rescue
USCG	U.S. Coast Guard
USDA	U.S. Department of Agriculture
USFDA	U.S. Food and Drug Administration
USFS	U.S. Forest Service
USGS	U.S. Geological Survey
USNRC	U.S. Nuclear Regulatory Commission
USPHS	U.S. Public Health Service
USPS	U.S. Postal Service
VA	U.S. Department of Veterans Affairs
VSW	Village Safe Water, Program of ADEC Division of Water
WC&ATWC	West Coast and Alaska Tsunami Warning Center
WMD	Weapon(s) of Mass Destruction
WQ	Water Quality, Program of ADEC Division of Water
WW	Wastewater, Program of ADEC Division of Water