



# ANNE ARUNDEL COUNTY EMERGENCY MANAGEMENT PLAN

**INDEX CODE: 2301**  
**EFFECTIVE DATE: 12-07-09**

---

Contents:

- I. Definitions
- II. Command Structure During Civil Emergencies
- III. Office of Emergency Management
- IV. Emergency Operations Manual
- V. Responsibility of County Agencies
- VI. Proponent Unit
- VII. Cancellation

**I. DEFINITIONS**

**A. Civil Emergency**

A civil emergency may take the form of a civil disturbance, or a disaster:

**1. Civil Disturbance**

A civil disturbance is characterized by the use of actual force or violence or any threat to use force, by a group of people, without the authority of law.

**2. Disaster**

A disaster may be natural, or man-made. Disasters include floods, tornados, earthquakes, severe explosions, airplane or train crashes, serious hazardous material incidents, and WMD incidents, requiring that extraordinary measures must be taken to protect the public health, safety, and welfare.

**B. EOC**

Emergency Operations Center. The site from which the County's response to a disaster is managed. Not the field command post.

**C. Field Command Post**

A group assembled at or near the incident site to initiate control and to coordinate response activities at the incident site.

**D. Incident Commander**

The official in charge of on-scene operations. The Incident Commander answers to the Operations Group and may be a police or fire official, depending on the nature of the disaster.

**E. Office of Emergency Management**

The agency of County government responsible for planning, coordinating and managing the response of all County agencies to large-scale civil emergencies.

**G. Operations Group**

When the EOC is activated, the Operations Group coordinates the emergency operations of all field forces, including the Police Department. The Operations Group consists of the following personnel:

- 1. Assistant to the County Executive for Public Safety (Operations Officer) is chief of the Operations Group.
- 2. Police Operations Officer (Police Chief or designee).
- 3. Fire Department Administrator or designee.

4. Director of Public Works or designee.

#### **H. Police Operations Officer**

The Police Operations Officer coordinates police operations within the EOC, and represents the Police Department on the Operations Group. The designated representative of the Department's Command Staff will be dispatched to the EOC as the Police Operations Officer. If unavailable, the Chief will designate another member of the Command Staff to respond.

#### **II. COMMAND STRUCTURE DURING CIVIL EMERGENCIES**

When a civil emergency occurs and the Emergency Operations Center (EOC) is activated, the authority and responsibility for management, control and resolution of the emergency, and for overseeing the restoration of routine activity in Anne Arundel County, rests with the County Executive. The EOC chain of command (as it pertains to police operations) is as follows:

- A. County Executive
- B. Chief Administrative Officer
- C. Operations Group Chief
- D. Police Operations Officer
- E. Incident Commander
- F. Police Department chain of command

The chain of command within the Police Department is unchanged during an emergency.

#### **III. OFFICE OF EMERGENCY MANAGEMENT**

The Anne Arundel County Office of Emergency Management, which is a component of the Fire Department, is responsible for coordinating the response of all County agencies to civil emergencies. In nearly every emergency or disaster the Anne Arundel County Police Department will have a critical role to fulfill.

#### **IV. ANNE ARUNDEL COUNTY EMERGENCY OPERATIONS MANUAL**

A. All County agencies, including the Police Department, operate under the procedures stated in the Anne Arundel County Emergency Operations Manual when a civil emergency occurs. The Anne Arundel County Emergency Operations Manual describes the delegation of authority to manage disaster response activities to various County agencies and officials.

B. The following personnel are issued a copy of the Anne Arundel County Emergency Operations Manual, and are responsible for managing the police response to civil emergencies:

1. Chief of Police
2. Deputy Chiefs of Police
3. **Majors**
4. Captains
5. Communications Section commander
6. Special Operations Section commander
7. Accreditation Unit
8. Management & Planning Section commander

C. The commanding officer of the Special Operations Division is responsible for planning the police response to critical incidents, for ensuring that the emergency response plans are reviewed at least annually and updated if necessary, and for maintaining liaison with the Office of Emergency Management and civil defense officials.

D. The commanding officer of the *Office of Emergency Management will ensure* that all updates to the Emergency Operations Manual are distributed to holders of the manual in the Police Department.

**V. RESPONSIBILITY OF COUNTY AGENCIES**

**A. Fire Department**

The Fire Department is responsible for leading the County's response to all civil emergencies classified as **disasters**. Examples include:

1. Hurricanes
2. Floods
3. Airplane and train crashes
4. Major fires
5. Hazardous material incidents
6. Escape of radiation or poisonous chemicals into the atmosphere
7. Nuclear attack

A senior official of the Fire Department will serve as Incident Commander.

In such cases, the Police Department is responsible for assisting the Fire Department in managing the emergency.

**B. Police Department**

1. The Police Department is responsible for leading the County's field response to civil disturbances, to include:

- a. Demonstrations
- b. Labor strikes
- c. Terrorist situations
- d. Situations requiring mass arrests
- e. Extraordinary police situations such as barricaded subjects

A police officer of the rank of Captain or above will serve as Incident Commander during such situations.

2. The Police Department is responsible for enforcement of emergency executive orders issued by the County Executive during a civil emergency.

3. The Police Department is responsible for traffic control and public safety during civil emergencies; maintaining security of emergency operations facilities, command posts, and equipment; and developing and implementing plans to assist the Fire Department in emergency evacuation activities.

4. The Special Operations Division is responsible for development, annual review, revision and dissemination of the Department's emergency mobilization and response plans to provide the resources necessary to meet its obligations under the County's emergency operations plan.

5. The Police Department is responsible for notifying next-of-kin of deceased, seriously injured, or seriously ill persons. See Index Code 1651.

**VI. PROPONENT UNIT: *Office of Management Affairs.***

**VII. CANCELLATION:** This directive cancels Index Code 2301, dated 09-18-06.