

DILLON COUNTY

EMERGENCY

OPERATIONS PLAN

5/1/2012

PREPARED: DILLON COUNTY DISASTER PREPAREDNESS AGENCY

IN COORDINATION WITH

THE SOUTH CAROLINA EMERGENCY MANAGEMENT DIVISION

RECORD OF CHANGES

Revised May 2012

DILLON COUNTY, SOUTH CAROLINA, EMERGENCY OPERATIONS PLAN

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INTRODUCTION

Letter of Promulgation

Pursuant to the Authority granted in Dillon County Ordinance No. 5 dated January 2, 1980, the Dillon County Emergency Operations Plan is hereby adopted and promulgated. This county plan is intended to implement and to further the responsibility of the Dillon County Disaster Preparedness Agency as set forth in South Carolina Legislative Act 199 of 1979, Section 21. This Plan is coordinated with the South Carolina Emergency Operations Plan and sets forth the specific delegation of responsibility of county and municipal agencies in Dillon County in the event of major disaster.

Every attempt has been made to identify and designate available forces and resources at all levels of our government to be utilized in response to emergencies and disasters. Planning, preparation and timely response must be the goal of all if the people of Dillon County are to realize and enjoy the services and protection of their government.

Tasks for specific emergency functions have been assigned, where feasible, to those government organizations accustomed to performing such duties as primary day-to-day responsibilities. In addition, local governmental and volunteer organization decision makers have been provided with instructions and guidelines for implementing disaster response actions and programs appropriate to the emergency (ies) at hand. In so charging these officials, I strongly urge all citizens of Dillon County to render to their leaders and planners fullest support and cooperation to avert or mitigate effects of emergencies, and enhance rapid restoration of order and recovery when one does occur.

When County Council is unable to declare a state of emergency the authority to do so is delegated, in succession, to: County Council Chairperson or Vice Chairperson, any council member, County Administrator or Dillon County Disaster Preparedness Director.

The Dillon County Disaster Preparedness Director is charged with the responsibility of implementing this Plan through coordination with all county departments, agencies, and municipalities involved. When necessary or appropriate, modifications, additions, or deletions will be made to this Plan and/ or Annexes.

Isl Aron Gandy
Chairman, Dillon County Council
Clay Young
Clerk, Dillon County Council

January 1, 2012
Date
December 1, 2011
Date

LEGAL BASIS – DILLON COUNTY ORDINANCE

AN ORDINANCE

**TO CREATE THE DILLON COUNTY DISASTER PREPAREDNESS AGENCY;
AND TO PROVIDE FOR CIVIL DEFENSE AND DISASTER PREPAREDNESS IN
DILLON COUNTY**

**BE IT ENACTED BY THE COUNTY COUNCIL OF THE COUNTY OF DILLON,
STATE OF SOUTH CAROLINA:**

SECTION 1. It is the intent and purpose of this ordinance to establish an organization, to be known as the Dillon County Disaster Preparedness Agency, which will insure the complete and efficient utilization of all the county facilities to combat disaster from enemy attack or natural disaster. The agency will be the coordinating agency for all activity in connection with civil defense: it will be the instrument through which the Dillon County Council shall exercise its authority under the laws of this state during an attack against this county or any part of the state. This ordinance will not relieve any Dillon County department of the normal responsibilities or authority given to it by general law or local resolution or ordinance, nor will it affect the work of the American Red Cross or other volunteer agencies organized for relief in natural disaster.

SECTION 2. As used in this ordinance the term:

(a) “Civil Defense” shall have a broad meaning and shall include preparations against, and relief from, the effects of attack on the county, or any part of the state, by the forces of any enemy nation, and it shall also include such activity in connection with natural disaster as defined herein. It shall not include any activity that is the responsibility of the military forces of the United States.

(b) “Attack” shall mean a direct assault against the county, or any part of the state, by forces of a hostile nation, including assault by bombing, chemical or biological warfare, or sabotage.

(c) “Natural Disaster” shall mean any condition seriously threatening public health, welfare, or security as a result of a severe fire, explosion, flood, tornado, hurricane earthquake, or similar natural or accidental cause and which is beyond the control of public or private agencies ordinarily responsible for the control or relief of such conditions.

(d) “Volunteer” shall mean contributing service, equipment or facilities to the disaster preparedness organizations without remuneration or without formal agreement or contract of hire. While engaged in such services, they shall have the same immunities as persons and employees of the county performing similar duties.

(e) “Director” shall mean the director of the Dillon County Disaster Preparedness Agency.

SECTION 3. There is hereby created the office of Director of the Dillon County Disaster Preparedness Agency, who shall be responsible for directing the day-to-day operations of the agency and coordinating the activities of various county and municipal governments during a period of disaster. The director shall be appointed by County Council. The director shall be empowered and required to coordinate and render assistance to county and city officials in the development of plans for the use of all facilities, equipment, manpower, and other resources of the city and county for the purpose of minimizing or preventing damage to persons or property in disaster situations. City and county personnel shall include in such plans the restoration of governmental services and public utilities necessary for the public health, safety, and welfare. The director shall further direct the efforts of the County Disaster Preparedness Agency in the implementation of the provisions of this ordinance.

SECTION 4. All county and city officials and employees of the county, together with those volunteer forces enrolled to aid them during a disaster, and persons who may by agreement or operation of law be charged with duties incident to the protection of life and property in the county during times of disaster shall constitute the Dillon County Disaster Preparedness Agency.

SECTION 5. The County Council, through the County Administrator, shall be responsible for meeting the problems and dangers to the county and its residents from disasters of any origin, and the County Council may issue proclamations and regulations concerning disaster relief and related matters which during an emergency situation shall have the full force and effect of law.

A state of disaster emergency may be declared by the County Council if it finds a disaster has occurred, or that the threat thereof is imminent, and extraordinary emergency measures are deemed necessary to cope with the existing or anticipated situation. Once declared, the state of emergency shall continue until terminated by proclamation of the County Council. All proclamations issued pursuant to this section shall indicate the nature of the disaster, the area or areas affected by the proclamation, the conditions which required the proclamation of the disaster emergency and the conditions under which it will be terminated.

In addition, to any other powers conferred by law, the County Council may, under the provision of this ordinance:

(a) Suspend existing laws and regulations prescribing the procedures for conduct of county business if strict compliance with the provision of any statute, order, rule or regulation would in any way prevent, hinder or delay necessary action in coping with the emergency;

(b) Utilize all available resources of county government as reasonable necessary to cope with disaster emergency;

(c) Transfer the direction, personnel or functions of county departments and agencies or units thereof for purposes of facilitating or performing emergency services as necessary or desirable;

(d) Compel performance by elected and appointed county government officials and employees of the duties and functions assigned in the county disaster plan;

(e) Contact, requisition and compensate for goods and services from private sources;

(f) Direct and compel evacuation of all or part of the population from any stricken or threatened area within the county if such action is deemed necessary for preservation of life or other disaster mitigation, response or recovery;

(g) Prescribe routes, modes of transportation and destinations in connections with evacuation;

(h) Control ingress and egress to and from a disaster area, the movement of persons within the area and the occupancy of premises therein;

(i) Suspend or limit the sale, dispensing or transportation of alcoholic beverages, firearms, explosives, and combustibles;

(j) Make provisions for the availability and use of temporary housing;

(k) Suspend or limit non-emergency activities and prohibit public assemblies.

SECTION 6.

(a) The director shall maintain liaison with the state and federal authorities, and the authorities of other nearby political subdivisions, so as to insure the most effective operation of the emergency plan. He shall be accountable for all disaster funds and property.

(b) His duties shall include, but not be limited to, the following:

1. Development and publication of emergency plans in conformity with state emergency plans for the immediate use of all the facilities, equipment, manpower, and other resources of the county for the purpose of minimizing or

preventing damage to persons or property, and protecting and restoring to usefulness governmental services and public utilities necessary for the public health, safety, and welfare.

2. Control any necessary record-keeping for civil defense funds and property which may be made available from the federal, state, county, and municipal governments.

3. Submission of annual budget requirements to the state and federal government and to the County Council.

4. Signing such documents as are necessary in the administration of the county civil defense program to include project applications and billings for purchases under project applications.

5. Coordinating the recruitment and training of volunteer personnel and agencies to augment the personnel and facilities of the county for civil defense purposes.

6. Through public information programs, educating the civil population as to the actions necessary and required for the protection of their persons and property in case of enemy attack, or natural disaster.

7. Conducting simulated exercises and public practice alerts to insure efficient operations of the Disaster Preparedness Agency and to familiarize residents of the county with civil defense regulations procedures and operations.

8. Coordinating the activity of all other public and private agencies engaged in any civil defense programs.

9. Negotiating with owners or persons in control of building or other property for the use of such buildings or property for civil defense purposes, and designating suitable buildings as public fallout shelters.

10. Develop a community shelter plan which will have as its ultimate goal an assigned fallout shelter space for every citizen of the county.

11. Assume such authority and conduct such activity as may be necessary to promote and execute the emergency operations plan.

SECTION 7.

(a) All employees of departments, commissions, boards, institutions and other agencies of the county, designated as civil emergency forces, shall cooperate with the director in the formulation of the county emergency operations plan, and shall

comply with the orders of the director when such orders are issued pursuant to the provisions of this ordinance.

(b) All such civil emergency forces shall notify the director of conditions in the county resulting from enemy attack or natural disaster, and they shall inform the director of any conditions threatening to reach the proportions of a natural disaster as defined herein. Failure to notify the director, however, shall not prevent the director from exercising any authority assigned to him by this ordinance.

SECTION 8.

(a) The director may at any time appoint or authorize the appointment of volunteer citizens to augment the personnel of a department in the time of civil emergency. Such volunteer citizens shall be enrolled as civil emergency volunteers in cooperation with the heads of the county departments affected, and they shall be subject to the rules and regulations set forth by the director for such volunteers.

(b) The director may appoint volunteer citizens to form the personnel of a civil emergency service for which the county has no counterpart. He may also appoint volunteer citizens as public shelter managers who, when directed by the director shall open public shelters and take charge of all stocks of food, water, and other supplies and equipment stored in the shelter, admit the public according to the community shelter plan and take whatever control measures necessary for the protection and safety of the occupants.

SECTION 9. County and municipal employees assigned to duty as a part of the civil emergency forces pursuant to the provisions of this ordinance shall retain all the rights, privileges, and immunities of employees, and shall receive the compensation incident to their employment.

SECTION 10.

(a) This ordinance is an exercise by the county of its governmental functions for the protection of the public peace, health, and safety, and the county or agents and representatives of the county, or any individual, receiver firm, partnership, corporation, association or trustee, or any of the agents thereof in good faith carrying out, complying with, or attempting to comply with any order, rule or regulation promulgated pursuant to the provision of this ordinance shall not be liable for any damage sustained to persons or property as a result of such activity.

(b) Any person owning or controlling real estate of other premises who voluntarily and without compensation grants the county the right to inspect, designate and use the whole or any part or parts of such real estate or premises for the purposes of sheltering persons during an actual, impending or threatened enemy attack, or

during an authorized civil emergency practice exercise, shall not be civilly liable for the death of, or injury to, any person on or about such real estate or premises under such license, privilege, or other permission, or for loss of, damage to the property of such person.

SECTION 11. It shall be unlawful for any person to violate any of the provisions of this act or the regulations issued pursuant to the authority contained herein, or to willfully obstruct, hinder or delay any member of the civil emergency organization in the enforcement of the provisions of this act or any regulation issued thereunder.

SECTION 12. This ordinance shall take effect upon approval by the Council.

Ordinance No. 5

Approved upon third reading 2 January 1980:

IsI **Grady Jones, Chairman
Dillon County Council**

Attest:

IsI **Claude W. Graham
Dillon County Administrator**

Retyped: S.C. Emergency Preparedness Division, April 1992

DILLON COUNTY, SOUTH CAROLINA EMERGENCY OPERATIONS PLAN

I. GENERAL

A. Purpose

To establish policies and procedures which will assure the maximum and most effective utilization of all resources in the county, minimize the loss of life and/or injury to the population, and protect and conserve the resources and facilities in Dillon County during emergencies resulting from natural disasters, Technological disasters or Terrorism.

B. Scope

1. This plan establishes the policies and procedures by which the State will coordinate state and federal response to disasters impacting South Carolina and its citizens.
2. It describes how the State will mobilize resources and conduct activities to guide and support local emergency management efforts through preparedness, response, recovery, and mitigation planning.
3. This plan addresses the various types of emergencies that are likely to occur, from local emergencies with minor impact to major or catastrophic disasters.
4. It utilizes the Emergency Support Function (ESF) concept to marshal and apply state resources and describes the responsibilities of state agencies in executing effective response and recovery operations.
5. This plan assigns specific functions and responsibilities to appropriate state agencies and organizations, as well as outlines the methods that private sector and voluntary organizations will assist in response to events.
6. The plan identifies the actions that the State Emergency Response Team (SERT) will initiate in coordination with county and federal counterparts as appropriate, regardless of the magnitude of the disaster.
7. This plan supports the National Incident Management System (NIMS) and Incident Command System (ICS), which is a nationwide template enabling federal, state, local, and tribal, governments and private sector and non-governmental organizations to work together effectively and efficiently to prevent, prepare for, respond to, and recover from domestic incidents regardless of cause, size, or complexity.

C. Authority

1. Dillon County Ordinance No. 5 dated January 2, 1980.
2. South Carolina Legislative Act Number 199, July 30, 1979.
3. South Carolina Act Number 519, Regs. 58-1 and 58-101, May 22, 1982.

4. **Robert T. Stafford Disaster Relief and Emergency Assistance Act Sub-Chapter 6, Public Law 103-337, Title VI, October 5, 1984.**

D. References

1. **South Carolina Emergency Operations Plan, February 2009**
2. **Dillon County hazards Analysis dated, February 2005.**
3. **South Carolina Hurricane Plan, June 2008.**
4. **South Carolina Recovery Plan, October 2008.**
5. **The State of South Carolina Hazards Assessment, January 4, 2001.**
6. **South Carolina Earthquake Plan, February 2009**
7. **South Carolina Logistics Plan, September 2005**

E. Maps

1. **“General Highway Map, Dillon County, South Carolina,” South Carolina Department of Transportation.**
2. **“South Carolina State Highway Primary System,” South Carolina Department of Transportation.**

F. Organization

1. **General**

Disaster response plans based upon the principle that local authorities bear the initial responsibilities for disaster relief. Each level of government accomplishes the functions for which it is responsible, requesting assistance from the next higher level of government only after local responses to cope with the effects of the disaster have been used or are inadequate to handle the situation.

2. **Municipalities**

Municipal governments determine their essential requirements and apply all available local resources to their own needs before requesting support or assistance from the county. Provide local coordination for resources furnished from outside agencies in response to requests for assistance, and

make available to county government for employment in other areas such local forces and resources as local capability will permit.

3. Dillon County Government

The county government will support disaster operations of the municipalities with county resources only after all local resources have been used or are inadequate to handle the situation. All resources, including the military, made available to the county from outside agencies will be assigned tasks and functions by the county on a mission-type basis, but will remain under the direction and control of their parent organization. Each county office, department, agency, service, etc., will coordinate as appropriate to assure efficient utilization of all resources made available to it. County government will also assume responsibility for direction of combined emergency operations in areas where municipal capability has broken down or does not exist, or when the nature or magnitude of a disaster is such that county government direction of operations is required for effective response. See Attachment 1, Organization Chart.

4. State Government

State agencies will support county emergency operations only after all local resources have been expended and/or are clearly inadequate to cope with effects of the disaster. State support will be provided on a mission-type basis, as deemed appropriate by the Governor and as provided for in the South Carolina Emergency Operations Plan.

5. Federal Government

The federal government will provide support upon request in accordance with the Federal Response Plan (FRP), April 1999. Federal assistance provided under the FRP is to supplement state and local response efforts. Federal agency representatives will coordinate with the Federal Coordinating Officer and the affected state to identify specific federal response requirements and will provide federal response assistance based on state identified priorities.

G. Other Supporting Organizations

- 1. American Red Cross (ARC) – Augments the Mass Care Service (MAS). See Annex K, Mass Care Service.**
- 2. The Salvation Army – Augments the Mass Care Service (MAS). See Annex K, Mass Care.**

II. SITUATION AND ASSUMPTIONS

A. Situation

- 1. Vulnerability Analysis
(See Pee Dee Region Local Hazard Mitigation Plan)**
- 2. Hazard Analysis
(See Pee Dee Region Local Hazard Mitigation Plan)**

B. Assumptions

- 1. Natural disasters will occur in Dillon County.**
- 2. Technological disasters, including industrial incidents, will occur in Dillon County.**
- 3. Emergencies involving hazardous materials will occur in Dillon County.**

III. MISSION

Dillon County has a five-fold mission:

- 1. To warn of impending danger;**
- 2. When required, support municipal government disaster operations with timely, effective deployment of county resources;**
- 3. Through the public information process, keep affected residents informed about the situation and how they can protect themselves;**
- 4. Coordinate and direct restoration and recovery operations when municipal government resources are exhausted; and**
- 5. Assess local needs and coordinate support from adjacent counties and the state as necessary and appropriate.**

IV. EXECUTION

A. CONCEPT OF OPERATIONS

1. General

This plan is based on four organizational levels of emergency management, namely, the municipal, local, state, and federal governments. Prevention, mitigation, preparedness, response and recovery are general responsibilities of all levels of government working together to provide a delivery system to meet the needs of the public. Emergency operations will be initiated at the level able to respond to the situation effectively.

2. Incident Command System (ICS)

Dillon County Emergency Operations Plan supports the National Incident Management System (NIMS) which is a nationwide template enabling federal, state, local, and tribal governments and private sector and non-governmental organizations to work together effectively and efficiently to prevent, prepare for, respond for, respond to, and recover from domestic incidents regardless of cause, size, or complexity. First responders in all organizations are encouraged to implement the training and everyday use of a standardized on scene emergency management construct specifically designed to provide for the adoption of an integrated organizational structures that reflects the complexity and demands of single or multiple incidents, without being hindered by jurisdictional boundaries. This system is known as the Incident Command System (ICS). ICS is the combination of facilities, equipment, personnel, procedures, and communications operating with a common organizational structure, designed to aid in the management of resources during incidents. ICS is used for all kinds of emergencies and is applicable to small as well as large and complex incidents.

a. Response

The senior on-scene official of the first response organization to arrive at an incident shall assume needed command and organize the response IAW ICS principles. The Incident Commander can be from a local unit of government or from a county, state or federal agency, as long as he/she has the expertise, capability, and authority. The IC may change as the incident progresses.

b. Single Jurisdiction Areas

The organizational structure of the ICS will be determined by the established local contingency plan. In all situations, one person shall act as either an IC in sole charge or, when functioning as an Operations Chief, will implement the action plan of a Unified Command System (UCS).

c. Local, State, Federal Interaction

When not specifically prescribed, a Unified Command System (UCS) consisting of local, county, state and federal senior competent emergency response officials at the site shall be the preferred approach to integrating several levels of government into an ICS.

d. Seniority

Seniority is ranked according to competency and breadth of responsibility. Competency will be determined by meeting the requirements of training and experience. All officials meeting the competency criteria are senior to those who do not, unless specifically charged with overriding authority state or federal law.

2. Phases of Operations

In Dillon County, emergency operations will be undertaken as indicated in the following phases of readiness:

a. Pre-Disaster Phase

Activities in this phase are designed to develop a strong county emergency response capability to preserve, maintain or reconstitute county government's ability to carry out the executive, legislative and judicial processes under the threat or occurrence of any emergency condition that could disrupt such process and services.

Other activities conducted at county and local level include, but are not limited to the following:

- (1) Prepare disaster response plans and procedures to cover natural or Technological disasters and war.**
- (2) Prepare annexes in support of county plans as required and support to local government and/ or other country/ state organizations.**
- (3) Conduct training, education and exercise programs to assure a continuing capability to accomplish disaster response measures for response staff and augmentation staff.**
- (4) Prepare and conduct public information programs on natural, Technological disasters and war, to educate the public on protective measures to be taken in the event of a disaster.**
- (5) Develop procedure for alerting, notifying and mobilizing key officials and emergency response personnel in the event of a disaster.**
- (6) Establish mutual support agreements as required with other local and adjacent county governments.**

- (7) Prepare plans for disaster and recovery phases of disasters.
- (8) Identifying and authorizing specific emergency-related legal powers for key elected or appointed officials or their designated successors to continue government operations under emergency conditions.
- (9) Developing procedures for identifying, safeguarding and keeping available for use those records essential for continuing government functions and protecting civil rights under emergency conditions.

b. Disaster Phase

- (1) During this Phase, the operation activities of county and local government will be accelerated to increase the state of preparedness and for the public to meet and cope with an impending or immediate disaster if warning is sufficient.
- (2) In the event a disaster occurs with little or no warning, operational activities will be directed toward protecting life and property, administering to the health and welfare of the population, containing or limiting the damage effects of the disaster, assessing damage and estimating requirements for restoration and recovery from the effects of the disaster.

c. Recovery Phase

- (1) Recovery involves returning systems to pre-disaster conditions. Short-term recovery actions are taken to assess damage and return vital life-support systems to minimum operating standards; long-term recovery actions may be continued for years.
- (2) The county government will be responsible for determining priorities of effort, allocating resources.

3. Operating Conditions (OPCONS)

(See pages 2 and 3 of Standing Operating Procedures EOC Activation)

B. COUNTY GOVERNMENT

Each Dillon County office, department, agency, service, etc., will establish specific plans, procedures and checklists to accomplish its assigned responsibility.

Immediately following any activity that tests or exercises this Plan, each participating county office, department, agency, and service will provide a detailed critique of all operations observed with the objective of improving upon the county-wide response capability. Each county office, department, agency, and service will establish procedures to continually review, update, and improve such plans, procedures and checklists. A specific priority in the review process is to address the peculiar needs special populations, especially the institutionalized, the mobility impaired, the handicapped, and the elderly. These particular requirements exist in the areas of alerting and warning, evacuation, and lodging or sheltering.

1. County Council

The Dillon County Council has overall responsibility for policy decisions affecting the pre-disaster activities, disaster operations and recovery operations of all county offices, departments, agencies, services, etc., and the coordination of emergency support to the municipalities and other resources made available to the county.

2. County Administrator

The Dillon County Administrator is responsible to the County Council and functions as their representative. He represents the County Council while directing and supervising all activities of county government during the Pre-disaster, Disaster and Recovery Phases of operations.

3. Dillon County Disaster Preparedness Director

The Director, Dillon County Disaster Preparedness Agency, is responsible to the County Administrator for coordinating the activities of county government and in assisting the municipalities, industry and the public during disasters. He coordinates the operations of county government in implementing the emergency orders and decisions of the County Council. In addition, he is responsible for:

- a. Development and publication of Annexes in conformity with this Plan so that all facilities, equipment, manpower, and other resources available to the county are immediately used to prevent or minimize damage to persons or property, and to provide for the protection and restoration of government services and public utilities necessary for the public's health, safety, and welfare; maintenance of the plan and for ensuring necessary changes and revisions to the plan are prepared, coordinated, published and distributed.**
- b. Preparation, staffing, activation and operations of the Emergency Operations Center (EOC). See Annex A, Emergency Operations**

Center. Develop all-hazards monitoring and reporting SOP to keep the EOC abreast of the situation.

- c. Development of an effective system or procedure for communicating and disseminating warnings, official information, orders and instructions from county government to the public in emergencies.**
- d. Organizing, manning, training, and equipping of an effective radiological monitoring system and developing a plan for operating the system.**
- e. Coordinating the establishment of a shelter system and maintaining current and correct facility survey data base by timely reporting deletions and changes of address to the S.C. Emergency Preparedness Division.**
- f. Organizing, manning, training, and equipping of an effective system for responding to hazardous materials accidents. See Annex P, Hazardous Materials.**
- g. Coordinating the recruitment and training of volunteer personnel and organizations to augment the personnel and facilities of the county for disaster preparedness purposes.**
- h. Maintaining liaison with State and Federal authorities of other nearby political subdivisions to assure the most effective operation of the County Emergency Operations Plan.**
- i. Coordinating and maintaining working relationships with industry and volunteer groups and organizations to develop emergency plans and capabilities in support of County Emergency Operations Plans.**
- j. Insure the EOC is equipped with computers to support the operation, including WebEOC, insure financial records are maintained, appropriate reporting systems of emergency operations are made and track all resource needs and requests that are made and utilized.**
- k. During certain emergency situations such as search and rescue operations, other departments, i.e. sheriff, fire chief, will share responsibilities with the Director of Disaster Preparedness.**

4. Communications Officer

The County Communications Officer is Responsible for the development, implementation and maintenance of the emergency Communications System.

5. Warning

The Sheriff of Dillon County is responsible for maintaining a warning capability and disseminating warning information pertinent to severe weather conditions, natural and Technological disasters to the local warning points and throughout the county. See Annex C, Warning.

6. Public and Emergency Information

The Public Information Officer is responsible for the assembly, preparation and dissemination of public and emergency information. See Annex D, Public Information.

7. Law Enforcement

The Sheriff of Dillon County is responsible for traffic control of routes during evacuation, maintaining law and order throughout the county and coordinating all law enforcement resources made available to the county. See Annex E, Law Enforcement.

8. Fire Service

The Dillon County Fire Chief is responsible for coordinating the utilization of all county fire fighting resources and other fire fighting resources made available to the county. See Annex F, Fire.

9. Rescue Service

The Coordinator, Dillon County Rescue Service is responsible for coordinating search and rescue missions and for the recovery, transportation, and first aid of victims, and supporting County EMS. See Annex G, Rescue.

10. Medical Service

The Dillon County Medical Service Coordinator is responsible for coordinating all health and medical resources and facilities throughout the county to provide for the health, medical, mental health, sanitation, and mortuary needs of the public. In conjunction with the County Coroner, coordinates the care of mass fatalities and the maintenance of records

during emergencies. See Annex H, Medical Service; Annex I, Emergency Medical Service (EMS) and Annex J, Mental Health.

11. Emergency Medical Service (Ambulance)

The Dillon County EMS Director (Administrator of St. Eugene Hospital) has been designated as coordinator of ambulance missions and for the transportation and first aid of victims. See Annex 1, EMS (Ambulance).

12. Mass Care Service

The Dillon County Director of Social Services is responsible for the coordination of the Mass Care Service, which is comprised of government and non-government agencies and provides for the needs of the populace of Dillon County. See Annex K, Mass Care Service.

13. Transportation Service

The County School Bus Director is the Chief, Transportation Service, and is responsible for providing vehicles and drivers from county resources for transporting personnel and materials required to meet the needs of the county and for coordinating the utilization of all transportation resources made available to the county. See Annex L, Transportation.

14. Engineering and Public Works

The Dillon County Director of Public Works is responsible to the County Administrator for the removal of debris and obstacles from transportation routes, waterways, and from public and privately owned lands when determined to be in the public interest. Assist, upon request, in the repair and restoration of public utilities and critical facilities. This coordinates with the South Carolina Department of Transportation in the repair and maintenance of critical highways and bridges within the county. See Annex M, Engineering and Public Works.

15. Supply and Procurement

The Dillon County Purchasing Agent is responsible for requisitioning, procuring and issuing specialized equipment, medical supplies, food, fuel, and materials necessary to relieve suffering and to make emergency repairs in disasters. See Annex N, Supply and Procurement.

16. Radiological Officer

The Radiological Officer is responsible for establishing systems to minimize the effects of radiation on personnel and resources. Assists and coordinates

with local, state, and federal agencies in determining the procedures for decontamination following a radiological incident, accident, or nuclear attack. See Annex S. Radiological Protection.

17. Damage Assessment

The Dillon County Tax Assessor is responsible for organizing a Damage Assessment capability for determining the extent of damages resulting from natural or Technological disasters. See Annex T, Damage Assessment.

18. County Treasurer

The Dillon County Treasurer is responsible for advising the county government concerning financial matters in support of disaster operations.

19. County Attorney

The Dillon County Attorney is responsible for advising county government concerning legal aspects pertaining to emergency planning and operations.

C. MUNICIPALITIES

Mayors of municipalities are responsible for the direction of emergency operations within their areas of jurisdictions and will make available to the county all resources not critical to the survival of their respective municipality.

D. COORDINATING INSTRUCTIONS

- 1. This Plan is effective for planning upon receipt and for execution upon order.**
- 2. All Dillon County offices, departments, agencies, services, etc., managers are responsible to the County Administrator for directing and controlling the emergency operations of their respective agencies in the implementation of emergency orders and decisions of the county council. In addition, they are each responsible for:**
 - a. Developing the required Emergency Operations Plan Annex, Appendix and Checklists or SOP in conformance with this Plan.**
 - b. Coordinating with other agencies before, during and after emergency or disaster to assure the most effective operation of personnel and resources.**

- c. **The recruiting and training of volunteer personnel and/ or agencies to augment their agencies for Emergency Preparedness purposes.**
- d. **Staffing and operating their agency in the Emergency Operations Center whenever it is activated.**
- e. **Maintaining a current agency key personnel alert notification roster.**
- f. **Maintaining a current agency resource list.**
- g. **Developing mutual aid agreements with like agencies of adjoining counties or political subdivisions.**
- h. **Administratively and logistically supporting other agencies to the maximum extent possible.**

V. ADMINISTRATIVE AND LOGISTICS

A. Administration

Reports are required periodically when a disaster has occurred to provide state government with information to use in determining the appropriate response. Reports will be done by WebEOC, telephone or fax.

1. Initial Damage Report

This is the initial Damage Assessment Report submitted to the South Carolina Emergency Management Division, Emergency Operations Center (EOC), in accordance with Annex T, Damage Assessment.

2. Daily Situation Report

This report is submitted as of 1600 hours daily to the South Carolina Emergency Management Division, Emergency Operations Center. This report will be supplemented by flash reports submitted when a significant change has occurred which should be reported immediately. Significant changes in status to include dead, injured, homeless, confirmed missing and major corrections to estimated damage assessment. Reports are required periodically when an emergency or disaster has occurred to provide county and state officials with information to use in determining the appropriate response. Internet Routed Information System(IRIS), WEB EOC, fax, telephone, Local Government Radio (LGN), or amateur radio will be used to submit reports. There are two types of reports:

1) Initial Situation Report:
(maintained under separate cover in County EOC)

- a. Type of disaster
- b. Date and time of disaster
- c. Status of mobilization of county resources
- d. Initial damage
- e. Immediate support and resources required

2) Daily Situation Report
(maintained under separate cover in EOC and reported directly to SCEMD, to include briefing information)

3. After Action Report

As soon as practical after termination of an emergency, the Dillon County Disaster Preparedness Director will submit to the South Carolina Emergency Management Division a narrative report summarizing and evaluating capabilities of the overall combined efforts of the Federal, State, and Local government agencies, and the weaknesses observed and recommended actions that should be taken to improve effectiveness.

4. Input utilizing WEB EOC can be used for communicating among other participating departments and WEB EOC users for generating, posting, transmitting and sharing information for reporting.

B. Logistics

Individual government agencies and augmentation forces will utilize supplies, operational aids transportation organic to their organizations. Additional supplies, transportation and manpower required will be requested through the County Emergency Operations Center. Policies on augmenting response staff and response management is found in Dillon County Disaster Logistics Support Plan.

1. Receiving and Distribution

a. Receiving and Warehousing

All supplies and equipment received will be checked, documented, and stored at the County Receiving point until transferred to the County Distribution Point.

b. County Receiving Point

(1) Acquisition

(a) Permanent Location

The County's receiving point is located at 701 South 3rd Avenue, Dillon, SC 29536, lat. 34.413051 lon. -79.378779. The receiving point is the Old County Jail which is owned by the county and is vacant.

(b) Expedient Post Disaster Acquisition

If the permanent CRP is not available, the chapel at Prison Farm located at 114 Hopkins Rd., Dillon, lat. 34.404970 lon. -79.337161 will be used. The building is vacant and owned by Dillon County.

2. Augmenting County Response Staff

When this Emergency Operations Plan (EOP) is implemented, all county resources are available to respond to and recover from the disaster. In the event of an emergency, county personnel may be tasked to accomplish a mission outside of their normal area of responsibility. Specific augmentees should be coordinated with both the County Administrator and applicable Department heads prior to disasters.

Dillon County is a signatory to the Statewide Mutual Aid Agreement. If additional personnel resourced are needed, they can be acquired through a variety of means, to include:

If additional personnel are brought in to assist in managing the disaster, care must be given to ensuring that liability issues, pay issues and self-sustaining issues are properly addressed prior to their arrival.

3. Financial Accountability

Expenditures of County monies for emergency operations will be conducted in accordance with county ordinance. In addition, state and federal monies may become available to assist in the disaster effort. Accounting for the expenditures of the federal, state and county monies will be subject to audits, both internally and externally. FEMA reimbursement forms will be used to recoup funds used to support disaster operations.

VI. DIRECTION AND CONTROL

A. Direction and Control

1. **Direction and control of emergency operations will be coordinated from the Emergency Operations Center (EOC) located in the Dillon County Control Comm. Center, Dillon, SC. See Annex A, Emergency Operations Center. The Alternate EOC is located in the Dillon County Main Library Branch, 600 E. Main St., Dillon, SC.**

2. **Communication**

See Annex B, Communication.

B. County Government Line of Succession

1. **Dillon County Council Chairman**

2. **County Administrator**

3. **Other Councilmen in order of seniority**

4. **Director, Dillon County Disaster Preparedness Agency**

5. **Director of Public Works**

6. **Sheriff**

VII. PLAN DEVELOPMENT AND MAINTENANCE

The development of the overall plan will be in accordance with the vulnerability analysis and include all department and agencies within the county that would have a support function. The EOP will be updated annually with input from each department or agency with responsibilities – updates provided for all copies issued. Agencies listed in Attachment 2 have responsibility to update their annexes and supporting plans annually.

Although certain components of the EOP are tested daily, the EOP will be fully tested through tabletop, functional and full scale exercises.

County Administrator

Date

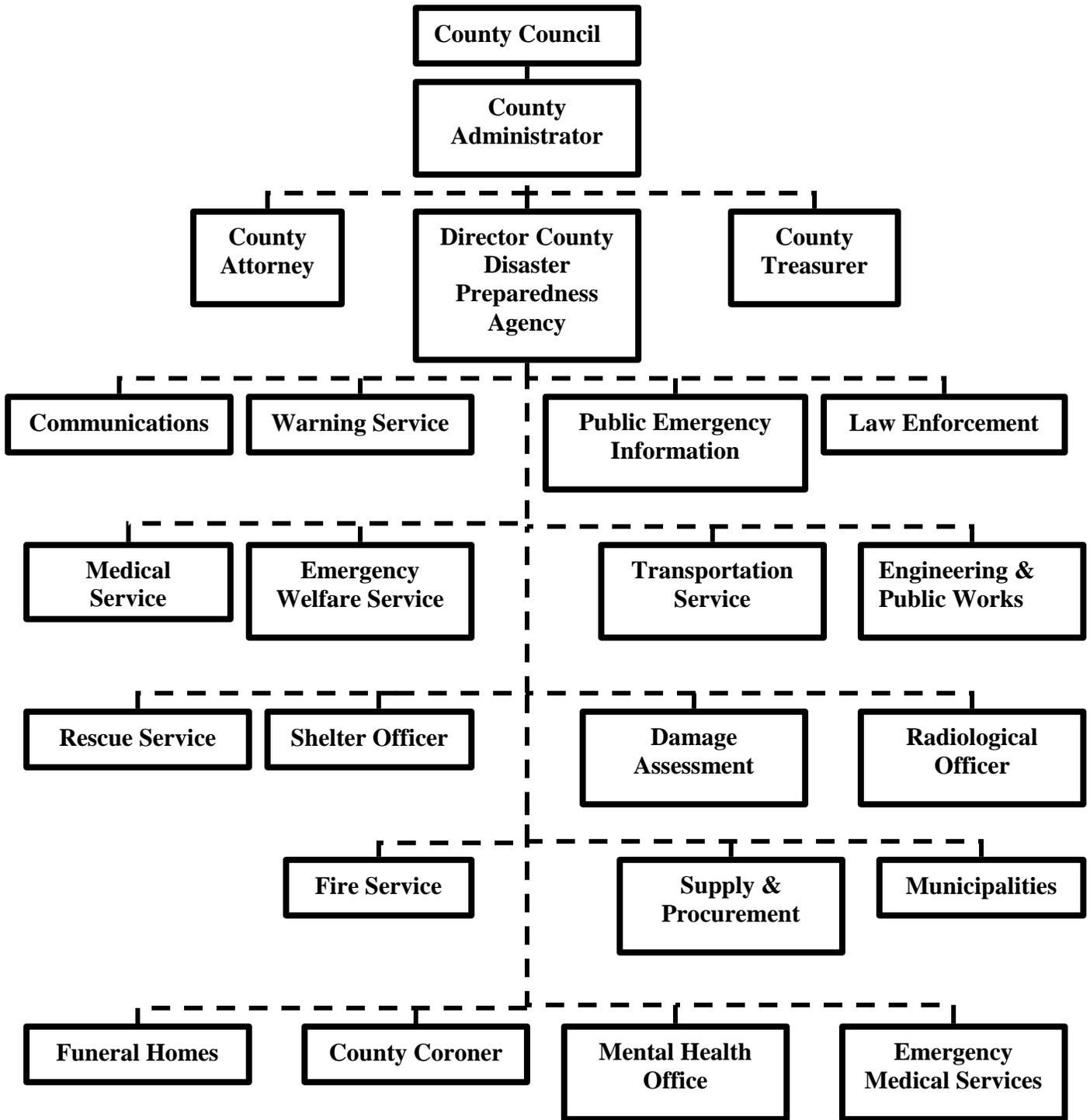
**Director, Dillon County
Disaster Preparedness Agency**

Date

ATTACHMENTS:

- 1. Organization Chart**
- 2. Tasking and Responsibilities**
- 3. Alert List**
- 4. Supporting Plans and Their Sources**
- 5. Levels of Readiness**

**ATTACHMENT 1 – DILLON COUNTY EMERGENCY OPERATIONS PLAN,
ORGANIZATION CHART**



_____ Direction
 - - - - - Coordination

ATTACHMENT 2 – DILLON COUNTY EMERGENCY OPERATIONS PLAN TASKING AND RESPONSIBILITIES

Each responsible individual/ agency listed below has copy of the designated annex along with any updates that have been made.

<u>ANNEX</u>	<u>TASK</u>	<u>RESPONSIBLE INDIVIDUAL/ AGENCY</u>
A	Emergency operations center	Disaster Preparedness Director
B	Communication	County Communications Officer
C	Warning	County Sheriff
D	Public and Emergency Information	Public Information Officer
E	Law Enforcement	County Sheriff
F	Fire Service	County Fire Chief
G	Rescue Service	Coordinator County Rescue
H	Medical Service	Director, County Emergency Medical Service
I	Emergency Medical Service	Director, County Emergency Medical Service
J	Mental Health	Director, Dillon County Mental Health Center
K	Emergency Welfare Service	Director of Social Services
L	Transportation	County School Bus Director
M	Engineering and Public Works	Director of Public Works
N	Supply and Procurement	County Purchasing Agent
O	Evacuation	Disaster Preparedness Director
P	Hazardous Materials	Director, Dillon County Disaster Preparedness Agency
R	War	Disaster Preparedness Director

ATTACHMENT 2 – DILLON COUNTY EMERGENCY OPERATIONS PLAN TASKING AND RESPONSIBILITIES (CONTINUED)

<u>ANNEX</u>	<u>TASK</u>	<u>RESPONSIBLE INDIVIDUAL/ AGENCY</u>
S	Radiological Protection	Radiological Protection Officer
T	Damage Assessment	County Tax Assessor
U	Hazard Mitigation	Disaster Preparedness Director
V	Disaster Recovery Plan	County Administrator

ATTACHMENT 3 TO DILLON COUNTY EMERGENCY OPERATIONS PLAN, ALERT LIST

(See Standing Operating Procedures for EOC Activation)

ATTACHMENT 4 – SUPPORTING PLANS AND THEIR SOURCES

PLANS

SOURCE

South Carolina Emergency Operations Plan	South Carolina Emergency Management Division, OTAG
South Carolina Operational Radiological Emergency Response Plan	South Carolina Emergency Management Division, OTAG
Part 1, Oconee Nuclear Plant Site Specific	South Carolina Emergency Management Division, OTAG
Part 2, H.B. Robinson Nuclear Plant Site Specific	South Carolina Emergency Management Division, OTAG
Part 3, V.C. Summer Nuclear Station Site Specific	South Carolina Emergency Management Division, OTAG
Part 4, Catawba Nuclear Station Site Specific	South Carolina Emergency Management Division, OTAG
Part 5, Savannah River Site	South Carolina Emergency Management Division, OTAG
Part 6, Charleston Naval Complex Site Specific	South Carolina Emergency Management Division, OTAG
Part 7, Vogtle Electric Generating Plant Site Specific	South Carolina Emergency Management Division, OTAG
South Carolina Technical Radiological Emergency Response Plan, 1985	South Carolina Department of Health & Environmental Control
Oconee Nuclear Site Plan	Duke Power Company
H.B. Robinson Nuclear Plant Plan	Carolina Power & Light Company
SC Hazards Assessment (Jan. 4, 2001)	SC Emergency Preparedness Division

ATTACHMENT 5 – LEVELS OF READINESS

(See EOC Activation SOP)