

# Law Enforcement Annex

## CHECKLIST FOR ALL DISASTERS

(There is no set order to these checklist items.)

Started/Completed

Notes

NOTE: See also checklists for Earthquake, Hazardous Materials Incidents, Flood , winds, fire, or tsunami threat.

### Before an Emergency

- Estimate emergency staffing levels.
- Provide for prevention of flat tires during emergency response in debris-strewn areas.
- Develop access control policies, procedures and forms.

### During an Emergency - warning phase

Respond to the Emergency Operations Center, if activated.

- While in the EOC, identify yourself according to EOC Standard Operating Procedures.
- Maintain an Activity Log.

#### Mobilize resources:

- Alert personnel.
- Recall off-duty personnel as appropriate.
- Mobilize reserves and auxiliaries, as appropriate.
- Deputize additional personnel as required.
- Protect facilities that will be used during evacuation.
- Place tow trucks on standby to assist disabled cars on evacuation routes.
- Prepare personnel assignments.
- Test equipment, including warning systems.
- Tell alerting units that when they deliver the evacuation message, they should stop and deliver the whole message over the loudspeaker before proceeding.

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### During an Emergency - impact phase

- Ö Ö Protect personnel from potential hazards.
- Ö Ö Provide access control, if necessary.
- Ö Ö Periodically patrol any unmanned barricades.
- Ö Ö Help with search and rescue operations.
- Ö Ö Assist fire units and heavy equipment operators in entering or leaving vacated area.
- Ö Ö Impose curfew, when directed.
- Ö Ö Request mutual aid assistance from Cities or the Mutual Aid Region Law Enforcement Coordinator, as required.

### After an emergency

- Ö Ö Establish traffic and other controls to permit re-entry when safe.
- Ö Ö Ensure an orderly de-escalation and timely release of mutual aid, off-duty and/or reserve personnel.
- Ö Ö Submit all records to the Director of Emergency Services.
- Ö Ö Make sure first responders participate in a debriefing before going home.
- Ö Ö Make sure first responders receive counseling if needed.

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## CHECKLIST FOR EARTHQUAKES

(There is no set order to these checklist items.)

*Started/Completed*

*Notes*

NOTE: Use this checklist as a supplement to the basic Checklist For All Disasters

- Dispatch units to survey damage, particularly pre-designated key facilities.
- Drive vehicles out from under cover to prevent damage from aftershocks.
- IF LITTLE OR NO DAMAGE IS REPORTED PREPARE TO SUPPORT MORE HEAVILY DAMAGED JURISDICTIONS.
- IF EXTENSIVE DAMAGE IS REPORTED, TAKE THE FOLLOWING ACTIONS AS NEEDED:
- Provide alternate communications, if telephones or radios are unusable.
- Call in regular personnel and reserves; assign responsibilities according to plan.
- Provide public safety information to the Public Information Officer.
- Continue surveys for further damage and advise the Operations Section Chief of hazards observed.
- Protect jail inmates.
- Make sure that searched buildings are adequately marked.
- Provide traffic control.
- Supervise and monitor patrol traffic and assign units as required.

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## CHECKLIST FOR HAZARDOUS MATERIALS INCIDENTS

(There is no set order to these checklist items.)

Started/Completed

Notes

NOTE: Use this checklist as a supplement to the basic Checklist For All Disasters

- Dispatch units to survey damage, and to estimate the extent of the affected area.
- Make sure that responding units do not drive through the hazardous material.
- Work with the Fire District(s) to notify appropriate local, state, and federal hazard response agencies.
- Ensure that all personnel remain upwind or upstream of the incident site. Reposition personnel and equipment if conditions change.
- Check with Planning regarding wind direction and weather forecast.
- Direct designated hazardous incident responders to the incident site.
- Identify spilled or leaked substance. This would include locating shipping papers and/or placards and contacting, as required:
  - Shipper phone # \_\_\_\_\_
  - Manufacturer phone # \_\_\_\_\_
  - ODOT 541-686-7596
  - Local chemical cleanup company phone #541-888-9100
  - OSP \_\_\_\_\_ 541-997-2211
  - CHEMTREC 800-424-9300
  - Oregon Emergency Mngt. 503-378-2911
  - US Coast Guard 541-997-3631
  - National Response Center 800-424-8802
  - OARS 800-452-0311
- Help coordinate medical assistance.
- Establish a command post with other emergency responders.

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### CHECKLIST FOR FLOOD OR TSUNAMI

(There is no set order to these checklist items.)

*Started/Completed*

*Notes*

NOTE: Use this checklist as a supplement to the basic Checklist For All Disasters

#### **Warning phase**

- Ø Ø Check the inundation maps to verify the area affected and available evacuation routes as needed.
- Ø Ø Alter patrol areas to accommodate flood conditions.

#### **Impact phase**

- Ø Ø Survey extent and severity of damage.
- Ø Ø Coordinate with Public Works for debris clearance.
- Ø Ø Provide alternate communications if necessary.

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### CHECKLIST FOR FIRE

(There is no set order to these checklist items.)

*Started/Completed*

*Notes*

NOTE: Use this checklist as a supplement to the basic Checklist For All Disasters

- Verify activation of on-scene Incident Command Post.
- Determine projected containment, control and extinguishment from fire representative
- Determine projected completion time of rescue operations if not part of fire event.
- Ensure that adequate resources are on the scene.
- Provide information to the Public Information Officer as appropriate.
- Ensure that relief crews are provided as needed.

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