

**APPENDIX 7.10 to ANNEX 7, Aviation
Incident/Accident
Annex of the GERP
(dated March 23, 2000)**

**AMERICAN RED CROSS
(ARC)**

AMERICAN RED CROSS

I. PURPOSE

This Appendix establishes procedures the Guam Chapter of the American Red Cross intends to follow in initiating response activities which will lead to the successful completion of the responsibilities described in the American Red Cross Plan for Implementation of the Federal Assistance Act for Aviation Disasters. It also identifies the support federal agencies and affected airlines are expected to provide the Red Cross in meeting those responsibilities. - This annex also describes the roles of the chapter, the state lead chapter for Disaster Services, The American Red Cross Aviation Incident Response team (AIR team), and Disaster Services, national headquarters.

II. MISSION

To coordinate and identify the primary and secondary responsibilities and activities required to save lives, prevent additional and potential loss of lives, mitigate any possibilities of continued hardship, damage to the environment, and the destruction of property.

III. SITUATION & ASSUMPTIONS

The potential of a major aviation incident / accident involving military or commercial aircrafts could have one of the following scenarios. It is important to note that at the initial stages of the incident / accident, the Office of Civil Defense will work in a parallel mode with the Federal Bureau of Investigation. The OCD will address the mission while the FBI conducts its preliminary investigation to determine if the incident is in fact an accident or crime related. If crime related, the FBI will implement its annex. In the event of an accident, the OCD will coordinate rescue and recovery efforts. To avoid confusion and any form of delays, an Incident Commander will be pre-designated to oversee the overall protection.

1. ON AIRPORT To include a mutually agreed upon buffer zone between the Guam International Airport Authority and the Guam Fire Department (see GIAA/GFD MOU)
 - a. Military Aircraft
 - (1) The GIAA's Fire Chief is designated Incident Commander and assumes primary responsibility for critical emergency response and rescue until Air Force aircraft accident

response commander arrives on scene (approximately 30 minutes). Upon arrival the Air Force will assess the situation and implement appropriate military response level as detailed in their Appendix. Thereafter a unified command will be implemented using the OCD's ICS.

- (2) The OCD will coordinate and facilitate all Response Agencies manpower and resources.
- (3) All Response Agencies will implement their Appendices in a support role.

b. Commercial Aircraft

- (1) The GIAA's Fire Chief is designated Incident Commander and assumes primary responsibility for critical emergency response and rescue. Establishes a unified command using the OCD's ICS.
- (2) The OCD will coordinate and facilitate all Response Agencies manpower and resources.
- (3) All Response Agencies will implement their Appendices in a support role.

2. OFF AIRPORT FEDERAL PROPERTY

- (1) First Fire Chief at site becomes on scene commander and directs lifesaving, fire and rescue operations.
- (2) Response team must receive specific hazard information prior to entering into accident site. Specific hazard information may be obtained from the Air Force Command Post and / or in aircraft hazard publications.
- (3) The Air Force is the designated Incident Commander. Upon arrival the Air Force will assess the situation and implement appropriate military response level as detailed in their Appendix. If civil authorities are required, a unified command will be established.
- (4) The OCD, unless otherwise stated, is the state on scene commander and will coordinate and facilitate all Response Agencies manpower and resources.
- (5) All Response Agencies will implement their Appendices in a support role.

3. OFF AIRPORT - OTHER THAN FEDERAL PROPERTY

a. Military Aircraft

- (1) The GFD Fire Chief is designated Incident Commander and assumes primary responsibility for critical emergency response and rescue until Air Force aircraft accident

response commander arrives on scene (approximately 30minutes). Upon arrival Air Force will assess the situation, and implement appropriate military response level as detailed in their Appendix. If civil authorities are required, a unified command will be established.

- (2) The OCD, unless otherwise stated, is the state on scene commander, and will coordinate and facilitate all Response Agencies' manpower and resources.
- (3) All Response Agencies will implement their Appendices in a support role.

b. Commercial Aircraft

- (1) The GFD Chief is designated Incident Commander and assumes primary responsibility for critical emergency response and rescue. Establishes a unified command using the OCD's ICS.
- (2) The OCD will coordinate and facilitate all Response Agencies' manpower and resources.
- (3) All Response Agencies will implement their Appendices in a support role.

4. SEA/COASTAL WATERS

- (1) First Fire Chief at site assumes primary responsibility for critical emergency response and rescue until the U.S. Coast Guard arrives on scene.
- (2) U.S. Coast Guard will implement the U.S. Coast Guard Mariana's Section Guam Air/Sea Disaster Preparedness Plan, and is the designated Incident Commander.
- (3) The OCD, unless otherwise stated, is the state on scene commander, and will coordinate and facilitate all Response Agencies' manpower and resources.
- (4) All Response Agencies will implement their Appendices in a support role.

Memorandum of Understanding (MOU) with all federal agencies and Department of Defense Armed Forces will be activated to insure a Unified Command Response to an aviation incident or accident and will include all the Response Agencies required to appropriately respond.

IV. CONCEPT OF OPERATIONS

1. Alert Notification. Initial notification of any aviation disaster may be received from various sources, including, but not limited to:

- a. Disaster staff who heard it through the media
 - b. Airport authorities
 - c. Specific airlines
 - d. Local government authorities (e.g. Guam Police & Fire Department, Civil Defense, Public Utilities)
 - e. State lead chapter for Disaster Services
 - f. National headquarters Disaster Operation Center (DOC)
2. Internal Notification Procedures.
- a. Disaster occurs during normal working hours: The individual taking the call will be received via Civil Defense. The Emergency Services Director will then notify the CEO/DEO and Disaster Chair, who together will evaluate the situation and take any necessary actions
 - b. Disaster occurs after normal working hours: Normally, notification of a disaster during other than normal hours will be received via Civil Defense. The Emergency Services Director will then notify the CEO/DEO and Disaster Chair, together they will determine appropriate response and will initiate a notification of required personnel or teams. For a current list of contact numbers refer to the Guam Chapter Disaster Plan.
3. Initial Response. In a commercial airline disaster where there has been a major loss of life, the NTSB will request support from the Red Cross. The Disaster Operation Center (DOC) at national headquarters will activate the Aviation Incident Response (AIR) Team and provide guidance and support to the local chapter. The local chapter will initiate and manage the relief operation until the AIR Team arrives. The AIR Team will deploy within four hours and upon arrival assume leadership of the response. For a discussion of the roles and responsibilities of the AIR Team, see the American Red Cross Plan for Implementation of the Federal Family Assistance Act for Aviation Disasters.
4. Prior to the arrival of the AIR Team. The Red Cross person in charge is responsible for coordinating the Red Cross response. He/she will conduct an initial assessment of the situation and determine the resources needed for the response. He/She will confirm that required facilities are available, that the functional leads are initiating the necessary response, and that the Red Cross, the airlines and local government are providing the necessary support to the survivors and victims.

V. ORGANIZATION & ASSIGNMENT OF RESPONSIBILITIES

1. Responsibilities of the American Red Cross with respect to the families of the passengers and crew involved in the disaster:
 - a. Provide liaison to the Joint Family Support Center.
 - b. Coordinate and manage organizations and personnel who offer counseling and support services.
 - c. Document disaster relief operation expenses for future reimbursement.
 - d. Activate Red Cross personnel at all levels to provide crises and grief counseling to family members and support personnel
 - e. Assess needs and the available resources of other agencies and coordinate with them to ensure ongoing emotional support for workers.
 - f. Establish joint liaison with the airline at each medical facility to track patient status and to provide assistance tot he injured and families.
 - g. Coordinate with the airline to establish for families to grieve privately.
 - h. Coordinate on-site childcare services.
 - i. Arrange a suitable non-denominational memorial service following the aviation disaster.

VI. ADMINISTRATION & LOGISTICS

1. The Emergency Services Director or designee will:
 - a. Determine the necessary administrative response organization for any aircraft disaster.
 - b. Provide continuous situational updates to the DOC and to the State Lead Chapter
 - c. Locate facilities for the disaster relief operations headquarters and the staff-processing center

VII. PLAN DEVELOPMENT & MAINTENANCE

The Guam Chapter will conduct annual training for paid and volunteer staff in response for an aviation disaster. Part of that training will be an orientation to the duties and responsibilities of the Red Cross Aviation Incident Response (AIR) Team. Our chapter will participate in the airport aviation disaster response exercise annually, and assess the chapter s ability to provide the necessary immediate response. Training will include an orientation on the roles and responsibilities of Red Cross national headquarters and the Disaster Operations Center during aviation disasters.

VIII. COMMAND AND CONTROL

1. The Governor of Guam has overall authority and control in any and all types of disasters. The OCD acts on his behalf to implement all response and recovery activities to assure the protection of lives, environment and property.
2. See Situation and Assumptions of this annex.
3. Incident Commander will be requested to facilitate Command and Control procedures to include communications capability.

IX. AUTHORITIES AND REFERENCES

- Aviation Disasters Crosslink (December 11, 1997) which is available throughout the state lead chapter for disaster services.
- Crosslink Viewers' Guide (summarized in the Aviation Disaster Crosslink Viewers Guide) which is available through ARCFAX# 1-800-289-FAXX, document #2152 and the Intranet.
- Aviation disaster Family Assistance Act of 1996 (summarized in the Aviation Disaster Crosslink Viewers Guide) which is available through ARCFAX # 1-800-289 FA)(X, document #2152 and the intranet.
- Federal Family Assistance Plan for Aviation Disasters (April 9, 1997)
- American Red Cross Plan for Implementation of the Federal Family Assistance Act for Aviation Disasters (June 30, 1997).

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