

## OPERATIONAL REPORTS AND PROCEDURES

The purpose of this attachment is to establish a uniform system for reporting information that is essential for emergency operations at local, state, and federal levels.

### Types of Reports

Reports are divided into three general categories: these reports used to increase readiness during the pre-emergency phase, those used to describe the situation during a disaster, and those designed to describe recovery efforts after a disaster.

#### A. Pre-Emergency (Nuclear Disasters)

##### 1. Readiness Condition Reports

(Readiness Conditions (REACONs) are described in Attachment 2.)

##### 2. Increased Readiness Reporting (IRR) local status form.

A FEMA IRR form will be used to evaluate public and local government actions-to-date, and the readiness posture for additional emergency actions. HSEM regional coordinators will designate specific municipal and / or county emergency management directors to prepare and forward IRR forms. Regional coordinators will then consolidate the forms, and forward them to the HSEM central office.

#### B. Emergency (Nuclear and Peacetime Disasters)

Upon the occurrence of a disaster, local government officials will forward to HSEM regional coordinators the reports described below. The coordinators, in turn, will forward them by flash message (Example: by NAWAS, FNATS, or FNARS) to HSEM and / or FEMA.

##### 1. Initial Report

###### a. Nuclear Detonation (NUDET)

These reports include: sighting location, damage area, and air surface burst evaluation.

b. Fallout Arrival

This portion of the report is completed when a (radiation) reading of 0.5R/hr is first detected.

2. Basic Operational Situation Report

This report is "flashed" by voice to the regional state EOC as soon as information is available on either fallout or fire, or on changes from the previously reported condition.

3. Natural Disaster Damage Assessment Reports

When necessary and when requested, these reports will be provided by local government to HSEM.

C. Recovery (Nuclear and Peacetime Disasters)

Action reports showing recovery efforts following a disaster will be submitted by counties to HSEM regional coordinators. These reports will cover the following:

1. The scope of the disaster; including casualties damages sustained by both public and private property; nature of resources and where used; and personnel involved in rescue, security provisions, and restoration operations.
2. Whether or not applications will be submitted for state and/or federal financial assistance.

### INITIAL REPORT

NUCLEAR DETONATION (NUDET)

TITLE: \_\_\_\_\_

SIGHTING LOCATION: \_\_\_\_\_

DAMAGE AREA: \_\_\_\_\_

AIR SURFACE BURST EVALUATION: \_\_\_\_\_

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\_\_\_\_\_  
\_\_\_\_\_  
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FALLOUT ARRIVAL: (Time 0.5R/hr. is first detected) \_\_\_\_\_

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