



Cal OES
GOVERNOR'S OFFICE
OF EMERGENCY SERVICES

AIR COORDINATION GROUP CONCEPT OF OPERATIONS



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Air Coordination Group – Concept of Operations Version 1.1 Summary of Changes

- Pg 2 Includes EMAC in the list of Authorities and References
 - Pg 3 Added subsection 'c' under Situation and Assumptions
 - Pg 3 Added Section VI, Composition of the Air Coordination Group
 - Pg 4 Clarifies that airspace coordination is part of ACG duties
 - Pg 4 Notes that Caltrans and CHP, via CA-ESF 1, can both lead the ACG as appropriate
 - Pg 4 Notes that the SOC can activate the ACG for greater situation awareness
 - Pg 5 Notes the full ACG could seat upwards of 125 persons as suggested by FEMA
 - Pg 7 Third bullet point emphasizes that the ACG does not assume tactical aviation command and control duties
 - Pg 8 Emphasizes the use of NIMS and ICS protocols
 - Pg 12 Confirms communication between USNORTHCOM's aviation EPLO and the ACG
 - Pg 13 Clarifies communication with airport managers and private pilot groups
 - Pg 14 Solidifies FAA's intent to send an SOS rep to the ACG
 - Pg 16 Clarifies the ACG can help Title 10 military transition out of Initial Response and into Mission Assignment tasking as necessary
 - Pg 24 Inserts the updated Full Activation org chart for the ACG
 - Pg 28 Clarifies EMAC and mutual aid support
 - Pg 29 Separates out the CSMR description from the CNG paragraph
 - Pg 31 Clarified the ACGs current relationship with FEMA's IMAT-West
- Appendix D: Stakeholder Contact List. Deleted this appendix due to frequent changes in contacts. A current list is maintained within the ACG

AIR COORDINATION GROUP CONCEPT OF OPERATIONS PLAN

I. PURPOSE:

The California Air Coordination Group (ACG) will establish and coordinate aviation support among assigned aviation partners and resources in order to augment disaster response activities. The ACG will be activated at the direction of the State Operations Center (SOC), sized to meet the needs of the incident, phased in its functional approach, and include coordination at the local, state and federal levels. Joint state and federal aviation support may be established when operationally feasible and appropriate.

The purpose of this document is to *guide* the California Air Coordination Group Supervisor (ACGS) and the ACG in the implementation of statewide air coordination activities. Actual emergency events may dictate modifications of procedures while adapting to rapidly changing circumstances. It is essential that all stakeholders establish early and constant communication before and during an emergency event to enhance implementation and success of the ACG Concept of Operations (CONOPS).

While communications between the various stakeholders is essential, this CONOP is also contingent upon employing sufficient investment in training and technology to support and enhance interoperability between the local, state and federal agencies involved in the planning and execution of statewide aviation coordination. Key to the capacity to execute this CONOPS is ensuring the necessary training, Information Technology (IT) structures, real estate solutions, and qualified personnel, needed to sustain the purpose of the ACG in an enduring fashion.

The operating platforms are key to providing the ACG with the visibility to discern which types of aviation assets are needed, which assets are on order, and which assets are employed, real time status of how the missions are being carried out, as well as the mechanism to track, and record associated costs and manpower needed for sustained operations. The ACG will continue to investigate available operating platforms and will bring forward recommendations for review and consideration by the Governor's Office of Emergency Services (Cal OES) executives.

II. SCOPE

This CONOPS applies to aviation coordination for emergencies within the state and/or when incidents involve a federal response.

Vision Statement: The ACG provides comprehensive, integrated, aviation coordination during significant or catastrophic emergencies and events, to the State of California.

Mission Statement: The ACG provides comprehensive and sustained air and space coordination across California supporting responding agencies during emergencies, natural or manmade, and other approved activities. The ACG assimilates and

disseminates operational information to interagency partners across integrated and common infrastructures.

III. **GOALS**

- a. Establish and augment safe and effective air coordination during large scale emergencies and events.
- b. Help coordinate aviation assets from outside the affected area to augment and support local response capabilities.
- c. Define the roles and responsibilities of coordinating and cooperating agencies.
- d. Outline the process for implementing emergency response airspace control measures and emergency response and operations plans at airfields and other related air operations sites.
- e. Establish aviation coordination procedures to assist single or Multi Agency Coordination (MAC) groups.

IV. **AUTHORITIES AND REFERENCES**

- a. Stafford Act (1988)
- b. National Response Framework (NRF) (May 2013)
- c. National Incident Management System (NIMS) (2008)
- d. Standardized Emergency Management System (SEMS)
- e. Incident Command System (ICS)
- f. California Emergency Services Act (2006)
- g. Emergency Management Assistance Compact (2005)
- h. California State Emergency Plan (October 2016 *Draft*)
- i. Southern California Catastrophic Earthquake Response Plan (January 1, 2011)
- j. San Francisco Bay Area Earthquake Plan (March 2008)
- k. FEMA- Joint Field Office- Aviation Branch Operations Manual (Sept. 2, 2009)
- l. FAA- Airspace Management Plan for Disasters (Version 1.0, July 18, 2012)
- m. California Cascadia Subduction Zone Earthquake and Tsunami Response Plan (December 2012).
- n. FAA's Agreement with DOD U.S. Northern Command (USNORTHCOM)

V. **SITUATION AND ASSUMPTIONS**

- a. Emergencies, incidents and events within the state may require the coordination of aviation activities to support response operations in the affected areas. Aviation coordination may range from enhanced situational awareness, to resource ordering/management/movement, to airspace coordination, and protection of public safety.
- b. During a catastrophic incident, the National Airspace System (NAS) may be degraded and disrupted. Air traffic services may be disrupted and loss of radar may require implementation of back up procedural control methods. Federal Aviation Administration (FAA) facilities in the impacted area may be functioning less effectively because of reduced staffing and temporary or emergency power. Communications in the impacted area may be disrupted or lost due to loss of

equipment and damaged or destroyed infrastructure. Navigational aids could be damaged or destroyed. Airports may be damaged and could be unusable by some aircraft. Ground infrastructure at affected airports may initially be unable to support flight operations until assessments are completed. Airport property may be unsecured and open to the surrounding area with virtually no ground personnel, with limited to no Transportation Security Administration (TSA) or security personnel available to respond. Airport lighting may likely be out of service; facilities may be on limited generator power until commercial services can be restored. Fueling operations may be severely disrupted. Airport surfaces may require clearing before operations can resume, however basic airport infrastructure such as jet ways and air stairs may likely be usable.

- c. A substantial number of aviation programs from public, private and military sources would be expected to support response efforts during a significant incident. Normal coordination among these agencies would be compromised resulting in poor communication, duplicated mission tasking and resource ordering, conflicting airspace plans, incomplete flight tracking, poor utilization of airports, airfields, unimproved airfields, and challenged reporting of aviation activities up through the incident management chain of command.
- d. Infrastructure for ground travel may or will be severely impacted. This will necessitate the building and utilization of air bridges to assist in support of local authorities and incident management teams.

VI. COMPOSITION OF THE AIR COORDINATION GROUP

- a. The ACG is comprised of three coordination teams overseen by a Group Supervisor. The structure closely follows NIMS and ICS protocols. Under full activation the ACG could contain upwards of 125 personnel to meet its objectives and fully staff all teams. For lesser incidents, some combining of staff and duties would allow for a significantly smaller group. The ACG can be activated by the SOC at the Basic Monitoring, Advanced Monitoring, or Full Activation levels. These three activation levels are graphically shown on pages 25 and 26.
- b. The ACG Supervisor reports to the Operations Section Chief at the SOC. Information flow between the SOC and ACG follows this chain of command under normal operating conditions. Depending on the needs of incident command, the ACG may staff a Deputy Supervisor position. The ACG Supervisor's role is to communicate aviation status with the Operations Section and incident command team, and oversee the performance of the ACG.
- c. The Administration Coordination Team is comprised of FEMA's four ICS general staff sections and includes Operations, Planning/Intelligence, Logistics, and Finance/Administration. Each section in the ACG is led by a qualified section leader with an appropriate number of staff to meet the needs of the incident or event. The duties of this team are to gather information from field-level air operations branches into FEMA forms or other formats needed by the SOC, UCG, JFO, DSC, etc. to account for aviation operations.

- d. The Mission Coordination Team is comprised of representatives or liaisons from all the aviation agencies supporting the incident or event response effort. It is imperative that all agencies, public or private, civilian or military, flying in support of the incident identify a liaison to maintain constant communication with the ACG. Some may do this in person, others remotely. The duties of this team are to track mission requests to ensure that responses are not duplicated and to support a better distribution of missions so that no one agency is overburdened when others have capacity.
- e. The Airspace Coordination Team is led by the FAA who manages all TFR and airspace coordination activities. The FAA has sole responsibility of the National Airspace System (NAS) and will actively manage the emergency and commercial airspace in the most efficient manner. Subject matter experts in TFR and airspace planning comprise this team. This team monitors all TFRs and airspace plans to be sure none are in conflict with other objectives within the NAS. This team can create or refine TFRs and airspace plans as necessary.

VII. SEQUENCE OF EVENTS

a. Alert and Notification:

The size and scope of any emergency or event will ultimately be a consideration in determining whether or not the ACG will need to be activated. It is understood that all emergency response starts at the local level and expands to the region and state once all local resources are exhausted. A phased approach will be utilized when activating the ACG. The initial call out activating the ACG will come from the California State Warning Center (CSWC).

Phase 1a: Basic Monitoring

At the lowest level, the SOC Director may choose to activate the Basic Monitoring team that includes:

- CA-ESF 1 Transportation Lead (Caltrans and/or CHP)
- Cal OES Law Enforcement/Search and Rescue (CA-ESF 13)
- Cal OES Fire/Rescue (CA-ESF 4)

This team will monitor field-level air operations for and at the SOC. Should the need arise to call in additional support; the Basic Monitoring team will call in additional ACG partner agencies. Situational updates and mission tasking will be entered into Cal EOC by this team. The ACGS will be determined based on the demands of the incident.

Phase 1b: Advanced Monitoring

If initial monitoring activities warrant greater awareness, the SOC Director may direct the CSWC to call up the Advanced Monitoring team which includes:

- CA-ESF 1 Transportation Lead (Caltrans and/or CHP)
- Cal OES Law Enforcement/Search and Rescue (CA-ESF 13)
- Cal OES Fire/Rescue (CA-ESF 4)

- California Highway Patrol (CA-ESF 1/CA-ESF 13)
- CAL FIRE (CA-ESF 4)
- California National Guard (CNG).

This team will monitor field-level air operations for and at the SOC.

Phase 1c: Full Activation

If the SOC Director determines that the incident or event is of substantial scale to warrant full activation of the ACG, the CSWC will call up the Full Activation team. The SOC may also activate the full team if a greater level of situation awareness is desired, regardless of the scale of the incident. The full team includes:

- CA-ESF 1 Transportation Lead (Caltrans and/or CHP)
- Cal OES Law Enforcement/Search and Rescue (CA-ESF 13)
- Cal OES Fire/Rescue (CA-ESF 4)
- California Highway Patrol (CA- ESF 1/CA-ESF 13)
- CAL FIRE (CA-ESF 4)
- California National Guard (CNG)
- Department of Interior
 - Bureau of Land Management (BLM)
 - Bureau of Indian Affairs (BIA)
 - National Parks
- U.S. Coast Guard (USCG)
- U.S. Customs and Border Protection (CBP)
- Federal Aviation Administration (FAA)
- United States Forest Service (USFS)
- Military (Title 10)

Caltrans, Cal OES Law and Fire, CHP, CAL FIRE and the CNG will report to the SOC; the remaining four agencies will maintain phone accessibility for a mission briefing and will be instructed where to assemble by the ACGS.

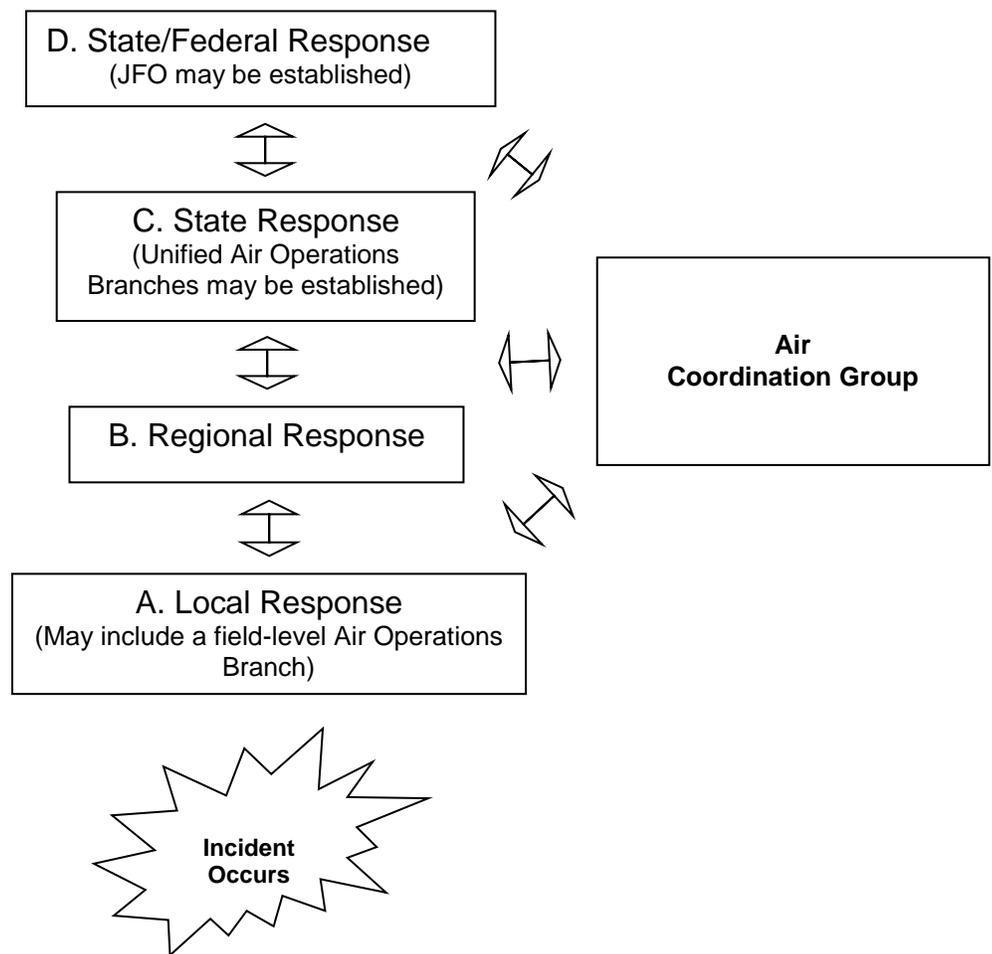
This level of response could require space that would accommodate approximately 40 to 125 persons with the necessary workspace and technology infrastructure. At this level the ACG performs like a MAC Emergency Operations Center (EOC) in order resource mission tasks and to continually feed information into Cal EOC. Refer to organizational chart on pages 25 and 26 for a visual representation of the three phases of activation.

b. Typical Sequence for Phased Activation of the ACG

1. Incident occurs. Local responders track and coordinate aviation missions; ACG is not activated.
2. Local aviation resources becoming insufficient for the scale of event to where additional regional support may be requested. ACG may be activated at the Basic Monitoring level by the SOC if local or regional EOC requests support.
3. Emergency aviation partners in the field may establish multiple Air Operations Branches (AOBs) to better manage aviation tasks.

4. Federal Aviation Administration (FAA) may publish a Temporary Flight Restriction (TFR) over the impact area as well as a Notice to Airmen (NOTAM) advising of flight hazards and related advisories. Basic Monitoring by the ACG could support activities at this level but may not be required.
5. If requests for aviation support escalate in the region, the ACG would be activated at the Advanced Monitoring level by either the SOC or the ACGS. The ACG would help resource/support mission requests from the tactical AOBs.
6. If the incident expands beyond the region it may be necessary for the SOC or ACGS to request Full Activation of the ACG.
7. Should the incident escalate to where a federal Joint Field Office (JFO) is established, the SOC will stand down and the JFO will take over. The ACG would operate at the Full Activation level, but not necessarily at the JFO. It is presumed the FEMA air branch will be collocated with the state ACG. It is not necessary for the ACG to co-locate at a JFO to conduct its operations. A suitable site for the 40+ members of a full ACG would need to be coordinated with the Operations and Logistics Section Chief's.

c. DIAGRAM OF POTENTIAL SEQUENCE OF EVENTS



The diagramed incident sequence of events illustrates the general concept for establishing the need for a state-level ACG for emergency or catastrophic events. In all cases, incident response begins at the field or local level using those resources before requesting higher levels of support or involvement. The Basic Monitoring phase of the ACG could be activated to help local aviation responders with their field resourcing needs, de-conflict mission requests and assist with airspace management through collaboration with the FAA. However, the ACG does not command aviation assets or direct their operations. The ACG will also help facilitate resource needs and communications with the SOC or JFO if needed. Actual events and/or actions may differ as real-time event develop and the associated response requirements and group size changes.

VIII. ACTIVATION CONSIDERATIONS

The ACG will be initially established in the SOC or another suitable site when coordination is required among agencies with aviation assets involved with emergency or event response operations.

- The ACG is initially established at the SOC within the Operations Section to support strategic aviation missions and to augment local response capabilities.
- The state has established Continuity of Operations and Continuity of Government plans to utilize other building sites in the event more room is needed to expand ACG operations. Depending on the size and scope of the situation, or if the incident prompts the immediate need for federal integration, the ACG may ask for, through the Operations and Logistics Sections, an alternate site which would aid in the co-location of FEMA Joint Field Office (JFO) aviation staff.
- Tactical air operations, the function of a field-level Air Operations Branch, are conducted by local responders and include helicopter and fixed wing operations in the affected area. The ACG supports and coordinates these tactical aviation programs but will not assume aircraft command and control.
- Commercial, civil or federal airfield managers, Department of Defense (DOD), California National Guard, FAA, California Highway Patrol (CHP) and Caltrans can be tasked to assist with initial assessments of critical aviation infrastructure, airfields, communications assets, aids to navigation, etc.
- The ACG can identify airfields capable of supporting air operations within 12-24 hours.
- The initial ACG partners who will be activated at the request of the SOC will follow the activation sequence previously identified in Section VI, Sequence of Events, a. Alert and Notification to form the incident's ACG.
- The ACG is typically activated in a phased approach beginning with Basic Monitoring, then Advanced Monitoring, before progressing to Full Activation.
- At the direction of the SOC Director, and in coordination with field-level Air Operations Branch Directors, the ACG will expand and contract in a phased approach to meet the needs of the incident or event.

Direction and Control

The ACG will provide comprehensive, and sustained integrated aerospace coordination across California supporting responding agencies during significant or catastrophic events, natural or manmade and other response efforts. ACG will assimilate and disseminate operational information to interagency partners across integrated and common infrastructures through NIMS/SEMS/ICS processes.

a. Phase I – Non-Emergency, Daily Operations (Deliberate Planning / Daily Planning Activities)

During routine day-to-day activities, the various partners within the ACG participate in incident pre-planning programs, exercises and activities including, identifying lists of critical aviation infrastructure and assets, developing plans and needed infrastructure processes, reviewing and testing preparedness procedures to set priorities for response and recovery support, and providing training and exercise opportunities as resources allow. Training in NIMS and ICS protocols, including the use of FEMA forms, will be emphasized.

End State: Phase I ends when an emergency event occurs and state-level aviation coordination has been requested.

Phase 1-Tasks to be performed

Local

Airport management and emergency aviation partners complete the following tasks:

- Identify critical National Airspace System (NAS) nodes in facilities that may be affected by disasters.
- Identify anticipated support required from state and federal agencies to facilitate continuity of operations and support of routine air operations.
- Participate in exercises to test, validate and update emergency plans.
- Develop and procure hardware and software solutions to implement this CONOPS plan.

State

ACG, within Cal OES, completes the following tasks:

- In conjunction with the Cal OES CA-ESF 1 transportation team, FEMA Region IX, and the Federal Aviation Administration (FAA), participate in ACG activities to focus on National Airspace System (NAS) continuity planning and to prepare California airports and airspace managers for response operations, facilitate the restoration of standard airport activities and reestablish local airspace management.
- Participate in meetings, workshops, reviews and exercises.
- Identify the State directories, contracts, and ordering points for available private vendors

- In coordination with FAA, FEMA, DOD, state emergency aviation programs and other key stakeholders, identify and catalog all available aviation assets and facilities (airports and air navigation service facilities). Establish contacts and coordinate with FAA, FEMA, DOD, Cal OES CA-ESF 1 transportation team, California Military Department (CMD), and other emergency aviation stakeholders to develop a directory of needed ICS positions, and qualified personnel who support aviation operations to staff the ACG during emergencies.
- In conjunction with FEMA Region IX, build and maintain an air coordination directory. California State and local governments have up to date agency listings for contract aircraft and ICS qualified individuals.
- Conduct emergency response air support planning, workshops, reviews and exercises to update and test federal and state plans, guidelines and protocols to include annual Air Tasking Resolution Workshops.
- In coordination with local jurisdictions and Cal OES Logistics Section, identify fuel requirements needed to support statewide emergency aviation activities.
- Identify and prioritize initial additional federal support requirements.
- Annually develop and exercise an effective ACG activation process with the CSWC and SOC Operations Section.
- Train appropriate Cal OES staff and partner agencies in the general concepts of working with the ACG.

Federal

FEMA Region IX completes the following tasks:

- Participate in meetings, workshops, reviews and exercises with the ACG.
- Identify and catalog federal aviation assets and facilities.
- Identify, catalog and prioritize Cal OES, FEMA Region IX and supporting agencies' initial ACG logistic requirements.
- In conjunction with Cal OES, build and maintain an Air Coordination Directory
- Support Cal OES and the FAA in the accomplishment of Phase I tasks.

The FAA completes the following tasks:

- Attend planning meetings to finalize airspace deconfliction roles and responsibilities, and to verify procedures in the event of a catastrophe.
- Identify critical NAS infrastructure capabilities and shortfalls that might result in the event of a catastrophic event.
- Identify anticipated support required from state and federal agencies to facilitate continuity of airspace management and support continuing air operations.
- Participate in planning sessions and exercises to develop and test existing plans.
- Provide emergency and civil airspace deconfliction training and planning to key ACG partners.

- Provide training on the development and deconfliction plans and Temporary Flight Restrictions (TFRs) around emergency, civil and military airspace.

DOD and the California Military Department (CMD) complete the following tasks:

- Maintain a list of strategic and tactical aviation capabilities (assets, facilities and organizations) that can be used to support emergency response operations.
- Participate in meetings, workshops, reviews and exercises.
- Collect initial prioritization list of lift requirements from Cal OES, FEMA Region IX and other supporting agencies.
- Provide collaborative network for visibility and initial/future requirements using Deployment and Distribution Operations Centers (DDOC's), USTRANSCOM DDOC (TC-DDOC), USNORTHCOM DDOC (NDDOC), DDOC Forward (DDOC-F) located at the FEMA headquarters (HQ). Air Forces Northern (AFNORTH) develops initial plans to translate lift requirements into sequenced missions that are flown from airfield points of embarkation (APOE's) to initial staging areas/airfield points of debarkation (APODs).
- Provide initial and refresher Defense Support of Civil Authorities (DSCA) training to joint military and civilian ACG partners to the level appropriate for their role in an emergency or event.

b. Phase 2 – Mobilization (Immediate response to the disaster)

The purpose of Phase 2 is to notify all ESF/CA-ESF 1 agencies and organizations of the event, activate the ACG, support aviation damage assessment missions, verify which response airfields are used as Staging Areas, coordinate refinement of initial Temporary Flight Restrictions (TFRs) as needed, and prepare to coordinate continuing air support in the incident area(s) to augment federal, state and local response efforts, and the ingress of life-saving resources, i.e., SAR and acute medical care.

End State: Phase 2 ends when the ACG is established at its designated operations center, initial TFR's are in place, and key support assets begin deployment to their designated SA or assigned locations via strategic lift.

Phase 2 - Tasks to be performed

Local

Local jurisdiction completes the following tasks:

- Airfields to be evaluated for capabilities and publish airfield status up through the emergency chain of command to the ACG. If a Notice to Airmen (NOTAM) is necessary, the affected airport will publish the NOTAM with FAA involvement.

State

Cal OES State Operations Center (SOC) completes the following tasks:

- The SOC will activate the ACG through the CSWC.
- Collects and consolidates initial damage assessment of airfields, airport access roads, and other critical infrastructure from local jurisdiction and Operational Areas (OA's) related to aviation and posts in Cal EOC.
- Provide aviation updates to points of contact (POC) lists, orders and plans.
- Establishes daily conference call to active aviation units who cannot be on location to provide them of daily situation reports, problems and decisions being made to support disaster relief efforts.
- In coordination with FAA, USNORTHCOM/Defense Coordinating Element, California National Guard (CNG) and other aviation stakeholders, provide input to the daily Incident Action Plan (IAP), Cal OES' Daily Situation Report, and publishes an Airspace Coordination Plan if necessary, initiates and coordinates a Temporary Flight Restriction or modifications (if needed) and provides pilot updates to the FAA for publishing in the NOTAM system.
- Coordinates requests for rapid damage assessment flights to available aviation assets.
- Request CNG or DOD Incident Awareness and Assessment (IAA) support if required and facilitate/disseminate information reported by those flights.
- Identify and resolve aviation-related safety issues.
- Request Activation of CA Civil Air Patrol assets via the standing Memorandum of Understanding (MOU) to conduct initial damage assessment.
- Support the ingress of life-saving resources, e.g. SAR and acute medical care.
- Coordinate with field-deployed AOBD's.
- California Military Department (CMD) provides an aviation liaison to the ACG to coordinate their response and support functions; may also include additional support from the State Military Reserve.
- California Department of Forestry and Fire Protection (CAL FIRE), USFS, local County and City law enforcement, upon dispatch immediately respond with available aircraft for tactical air coordination, urban search and rescue and urban firefighting operations.

Federal (if requested)

FEMA region IX completes the following Tasks:

- In conjunction with SOC Operations and Logistics sections, support the establishment of the initial ACG site coordinated with the ACGS.
- In coordination with the ACGS, relocate the ACG to the designated group site for the duration of the incident. Mobilization will include the deployment of pre-scheduled ACG resources by FEMA's Logistics Chief. Federal ACG support will be returned to the initial ACG site after demobilization plans are established and approved by the SOC Operations Chief.

- Notify all ESF/CA-ESF 1 and federal aviation supporting agencies and requests agency representatives for the ACG.
- Activate Movement Coordination Center (MCC) at the Regional Response Coordination Center (RRCC).
- Verify OPLAN initial federal support requirements, update and consolidate new requirements based on incoming reports and provide information to FEMA, DDOC's and AFNORTH.

The FAA completes the following tasks:

- Assesses the airspace involved over the disaster area and coordinates the development and issuance of Temporary Flight Restrictions/Notice to Airmen (TFR/NOTAMs) as needed. *See Tab E for detailed TFR procedure.*
- FAA facilities implement operational plans and procedures to provide continuity of required services during emergency conditions in accordance with FAA Orders 7210.3 (Facility Operation and Administration), FAA Order 7110.65 (Air Traffic Control), and FAA Approval to Operate (ATO) Order 1900.47 (Air Traffic Organization Operational Contingency Plan).
- Pacific Operations Control Center (POCC) evaluates critical Navigational Aid System (NAVAIDS) and communicates nodes and publishes status of aviation navigation systems status.
- Reports Civilian airfield capabilities and status.

DOD completes the following tasks:

- Prepare and deploy Region IX Defense Coordinating Officer (DCO)/Defense Coordinating Element (DCE) or designee.
- DOD commanders take those immediate and necessary actions needed in response to requests from civil authorities under Immediate Response Authority (in accordance with DOD directive 3025.18) to save lives, prevent human suffering or mitigate great property damage during an emergency.
- Move aircraft and/or equipment in or out of the affected area dependent on the needs and missions of the aircraft/equipment and respond as necessary to ensure the safety and security of DOD aviation assets and personnel and SECDEF approved mission assignments.

USNORTHCOM completes the following:

- Conduct assessment of available aircraft and report status of capabilities to the ACG.
- Coordinate with FEMA to identify source, sustain and employ airborne IAA assets as requested.
- Evaluate military airfield capabilities and publish status.
- Activate an Air Component Coordination Element (ACCE) to support Cal OES/FEMA Region IX, and provide a representative to the ACG.
- AFNORTH initiates the Air Mobility Process for strategic aviation and airlift.

- Activates a Defense Coordinating Officer/Element (DCO/E) for the ACG and for the duration of USNORTHCOM and federal DOD involvement with the ACG.
- USNORTHCOM'S Region IX Aviation Emergency Preparedness Liaison Officer (EPLO) establishes communication with the ACG.

c. Phase 3 - Deployment and Employment

The purpose of Phase 3 is to coordinate state and federal air support for one or more field-level Air Operations Branch(s) operating in the affected area(s). During this phase, the Operations Section coordinates closely with the Logistics Section to ensure resources are prioritized and made available to the designated staging areas via local and tactical aviation. Other methods may be used to deliver resources and commodities within the incident area. Priority needs for air operations at the beginning of this phase are access to fuel, critical infrastructure, hospitals, mass care sites (PODs/Shelters), open spaces and base camps. Communication between all the responding aviation agencies needs to be established along with full awareness of all aviation mission tasks.

End State: Phase 3 ends when functionality of airports is established for response operations and commercial air traffic at capable locations.

Phase 3 - Tasks to be performed:

Local

Local jurisdictions complete the following tasks:

- Civilian airfields continue recovery and restoration of airfield operations, continue to evaluate and update capabilities, and publish airfield status via NOTAM.
- Notify ACG of locations of unimproved and vetted landing zones or helibases.
- Local aviation assets continue to support air operations mission requests and update availability and status of capabilities to the ACG through the SOC/JFO.
- The ACG expects that communication with local airports will be through the office of the airport manager. This includes initial communication with pilot groups and other private aviation groups based at local airports.

State

The ACG, may be supported by FEMA Region IX and the FAA who accomplishes the following tasks:

- Cal OES jointly coordinates and staffs the ACG with FEMA region IX, the FAA, and other state and local government agencies.
- State aviation assets continue to support air operations missions and update availability and status of capabilities.

- Supports the ordering and assignment of mission tasks with field-level AOBs, including evacuation, logistic transport, search and rescue, firefighting and damage assessment to support emergency response operations.
- Finalizes airfield status reports and support estimates for designated airfields used as staging areas to support disaster response.
- Assists in evaluation of TFRs and initiates requests for changes to FAA based on incoming reports and changing mission requirements from AOBs.
- Evaluate Airspace Control Plan and make changes as needed based on incoming reports and changing mission requirements from AOBs.

Federal

- Assigns Air Support Facility Manager (AFMG). The AFMG orchestrates operational planning and coordination for use of aviation facilities, understands aviation flights and ground support operations, and monitors the status of airports, airfields, and helibases supporting disaster response.
- Works with FAA to prioritize and initiate aviation infrastructure repair.
- Identifies and resolves aviation-related safety issues.
- Supports the ACG at the SOC/JFO.
- Support the ingress of medical logistics at pre-identified airfields.

The FAA conducts the following tasks:

- Issue updates and changes to TFRs and airspace control plans as necessary to best manage emergency and commercial airspace.
- Begin restoration and maintenance of its critical communication, navigation, and surveillance (CNS) equipment and facilities.
- Requests its own, DOD or National Guard aids to navigation system assets (e.g., mobile Air Traffic Control (ATC) facilities, contingency airfield support packages, and Airborne Warning and Control System (AWACS) aircraft from CBP capable of providing limited flight advisory service) to support disaster response air missions if needed.
- Pacific Operations Control Center (POCC) coordinates deployment of FAA mobile assets including temporary/mobile Air Traffic Control, sensors and aviation resource management personnel.
- Western Service area Unified Response Group (W-SURG) provides assessment of affected area aviation capacity to UCG-JFO for use in mission prioritization.
- District Office compiles funding needs documentation for restoration of airport capabilities and initiates funding actions and communicates those needs to FAA and ACGS.
- Deploys FAA representatives to the ACG and monitors and communicates NAS status updates to include FAA critical infrastructure.
- System Operations Security team provides a representative to the ACG.

DOD conducts the following tasks:

- Deploy the Air Component Coordination Element (ACCE) team, aviation EPLO, or appropriate other representative to the ACG.
- Deploy JTF with aviation and aviation support assets to designated staging area(s) and continue to move aircraft and equipment in anticipation of response to mission requests from the ACG and SECDEF approved mission assignments.
- USNORTHCOM continues to identify, source, sustain, deploy and employ airborne IAA assets as requested.
- AFNORTH RAMCC coordinates a collaborative Air Mobility Execution Plan.
- Deployment and Distribution Operations Centers (DDOC's) coordinate with AFNORTH Regional Air Movement Coordination Center (RAMCC) to coordinate airlift for prioritized emergency response supplies and equipment.
- Activates a Defense Coordinating Officer/Element (DCO/E) and aviation EPLO to the ACG as appropriate.

Other federal agencies conduct and coordinate the following tasks:

- FEMA provides aviation Subject Matter Experts (SME's) to augment the ACG as required.
- U.S. Customs and Border Protection (CBP), DOD and the California Military Department provide augmenting resources to the aviation operations command and control, planning and airspace management infrastructure as required and complete air missions using fixed and rotary wing assets.
- ESF 1 and supporting federal, state and local agencies deploy to provide aviation assets and aviation support assets.

d. Phase 4 – Sustained Response

The purpose of Phase 4 is to continue to augment priority strategic and tactical air operation missions and infrastructure needs that supports air operations.

End State: Phase 4 ends when air operations in support of emergency response operations shift from saving lives and property and providing emergency water, food and shelter to restoring normal service to survivors.

Phase 4 - Tasks to be performed

Local

- Civilian airfields continue recovery and restoration of airfield operations, and continue to evaluate and update capabilities and publish airfield status via NOTAM. Airfield status updates should originate from the airport manager and be channeled to the ACG.
- Local aviation assets continue to support air operation mission requests and update availability and status of capabilities through the AOB from which they are assigned. The AOB will in turn channel information to the ACG.

State

The ACG completes the following tasks:

- The ACG relocates to the JFO or a designated operating site for major emergencies or events, if established.
- State aviation assets continue to support air operations mission requests from the SOC via the Operations Section. The ACG updates the availability and status of capabilities to the SOC through the Operations Section and within Cal EOC, consistent with ICS protocols. Deviations to this protocol will be approved by the SOC.
- Conducts regularly scheduled air tasking and resolution meetings with AOBs and cooperators to ensure aviation resources requested by operational commanders are identified, prioritized and resourced. Above information is communicated to those sourcing, managing, and tracking flights while at the same time advises operational commanders of the most effective use of aviation resources and any related hazards or obstacles.
- Coordinates with Logistics section to establish and maintain required support to airfields and AOB sites.
- Continues to help identify and resolve aviation related safety issues.
- Provide support to FAA concerning regulatory clearance and de-confliction of airspace and aviation resources while continually updating TFR's and airspace coordination plans as necessary.
- Develops re-deployment plans for temporary aviation resource items.
- Requests cancellation of TFR's when no longer needed, when requested by AOBs.
- Updates and promulgates the Airspace Coordination Plan/ Special Instructions (SPINS) until completion of aviation emergency response operations.
- Expands designated coordination to additional airfields and sites as required.
- Supports Title 10 aviation that transitions out of Immediate Response and into Mission Assignments tasking.

Federal

Federal partners complete the following tasks:

- Prioritize and complete aviation infrastructure repair.
- FAA continues to manage and control the National Airspace System (NAS) in accordance with United States Code (USC) Title 49 (transportation).
- ESF-1 and supporting federal agencies continue to provide aviation support while completing assigned missions and maintaining asset availability status updates.

e. Phase 5 – Demobilization

The purpose of Phase 5 is to methodically release personnel and aviation assets as they complete their assigned missions and are no longer needed for support of

emergency response operations. Phase 5 begins when state and federal assets are no longer needed and local assets are adequate to resume handling the necessary missions required to bring the emergency event to a final resolution.

End State: Phase 5 ends when local assets return to station, are inventoried, and readied for re-deployment. Operations return to normal daily activities during this phase.

Local

- Civilian airfields continue recovery and restoration of airfield operations, and continue to evaluate and update capabilities and publish airfield status via NOTAM.
- Local aviation assets continue to support air operation mission requests and update availability and status of capabilities to the ACG.

State

- Air coordination moves back to the State Operations Center (SOC) for situation monitoring.
- State aviation partners maintain a liaison in the SOC ACG, and maintain operational readiness to support local mission requests until released.
- Collect and provide Post Incident Action Summaries for assessment of gaps and successes for future considerations.

Federal

- FEMA Region IX and other federal partners begin to scale back personnel and return them to their respective home base.
- May provide a liaison to the SOC until operations return to local jurisdiction.
- Begin transition from regional and national response to state and local response.

f. Air Operations Support

- Cal OES, ACG and FEMA Region IX, in conjunction with the FAA, provides the aviation community with information regarding disaster operations. This notification is done through the NOTAMS, Commercial Carrier Liaisons at Air Traffic Control Center Systems Command Center (ATCSCC), FEMA External Affairs, industry related groups, etc.
- The ACG maintains points of contact for Air Missions Requests (AMR), flight following procedures and emergency procedures, TFR's and airspace plans, and communications requirements.
- The ACG serves as a collection and dissemination point for crucial aviation coordination information. Specific operational area tactical information is addressed as the joint state and federal Incident Action Plan (IAP).
- The FAA has authority over NAS before, during and after disaster response/relief operations.

- The FAA serves as the Nation’s ultimate Airspace Control Authority (ACA) and regulatory oversight authority, as well as the primary Air Navigation Service Provider (ANSP) including Air Traffic Management, Airspace Management (ASM), and airspace deconfliction.

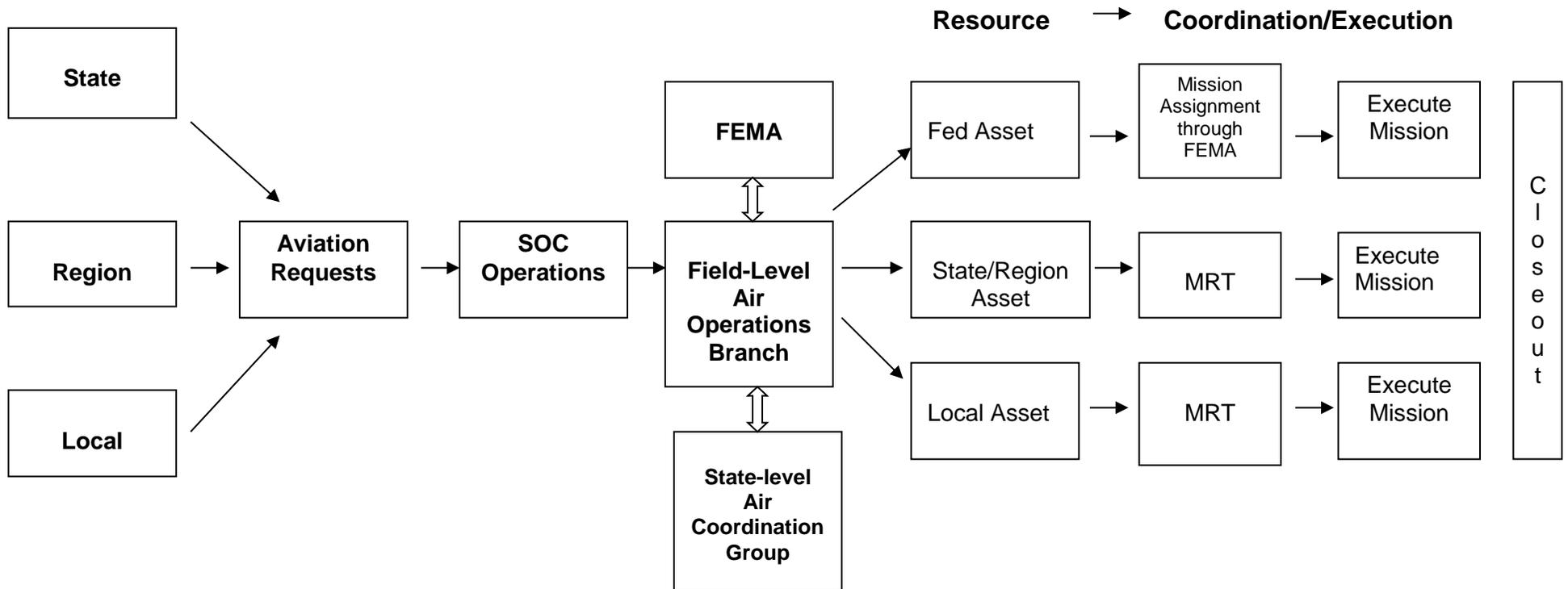
g. Airspace Coordination and Deconfliction

- The pre-coordinated disaster procedures and terms of reference are contained in the FAA-DOD’s *Disaster Management Protocols* and the FAA’s *Airspace Management Plan for Disasters*. The FAA’s Plan will be used until such time that field-level AOBs have the opportunity to create an incident-specific airspace deconfliction plan. However, should a specific geographic area have in place a standing emergency deconfliction plan, that plan will govern air movements in that area and will be expected to be fine-tuned by the AOBs as quickly as possible for their areas TFR.
- All AOBs will be expected to submit their air to air and air to ground communications plan to the ACG as soon as possible using the appropriate FEMA form. The ACG will review all communication plans for possible conflicts, coordinate any needed resolutions with the various AOBs and frequency coordinators, and consolidate the aviation communication plan into the ACG IAP.
- TFRs may be requested or refined from the FAA under 14 CFR 91.137 (a) 2 or (a) 3 of the Federal Aviation Regulations. TFR’s are issued to protect persons and property, provides a safe environment for disaster relief aircraft, and prevents an unsafe congestion of sightseeing aircraft above the incident area.
- These advanced measures are generally developed and implemented by the FAA NOEMC and SOSC in coordination with the appropriate UC/IC and FSLT partners, frequently through FAA aviation operations Liaison Officers (LNO) deployed to the National Response Coordination Center (NRCC) and to Air Operations Branches, Air Operations Branches (AOB), or the Aviation Coordination Group (ACG) stood up in Joint Field Offices (JFO) and State Emergency Operations Centers (SEOC) will be returned to home status.
- Actual implementation is effected through TFR NOTAMs and, as appropriate, incorporation into federal and state ACPs, USNORTHCOM’s ACO, and SPINS. Additional advisory references to these measures may be provided through ACA Special Notices and USNORTHCOM guidance regarding the JOA applied to the subject disaster.
- If the impacted area includes a published Prohibited Area or Restricted Area, additional coordination is needed for emergency response operations. Flights within a Prohibited Area require written authorization by FAA headquarters, Air Traffic Operations (ATO-130). Flights within an active Restricted Area require authorization from the Restricted Area’s controlling agency.
- Air Traffic Flow Management may include the use of the following;
 1. Segregation of airspace by mission type (e.g. SAR and sling load).
 2. Slot reservation and scheduling process.
 3. Use of special instructions to establish egress and ingress directions.

h. Aviation Request Procedures

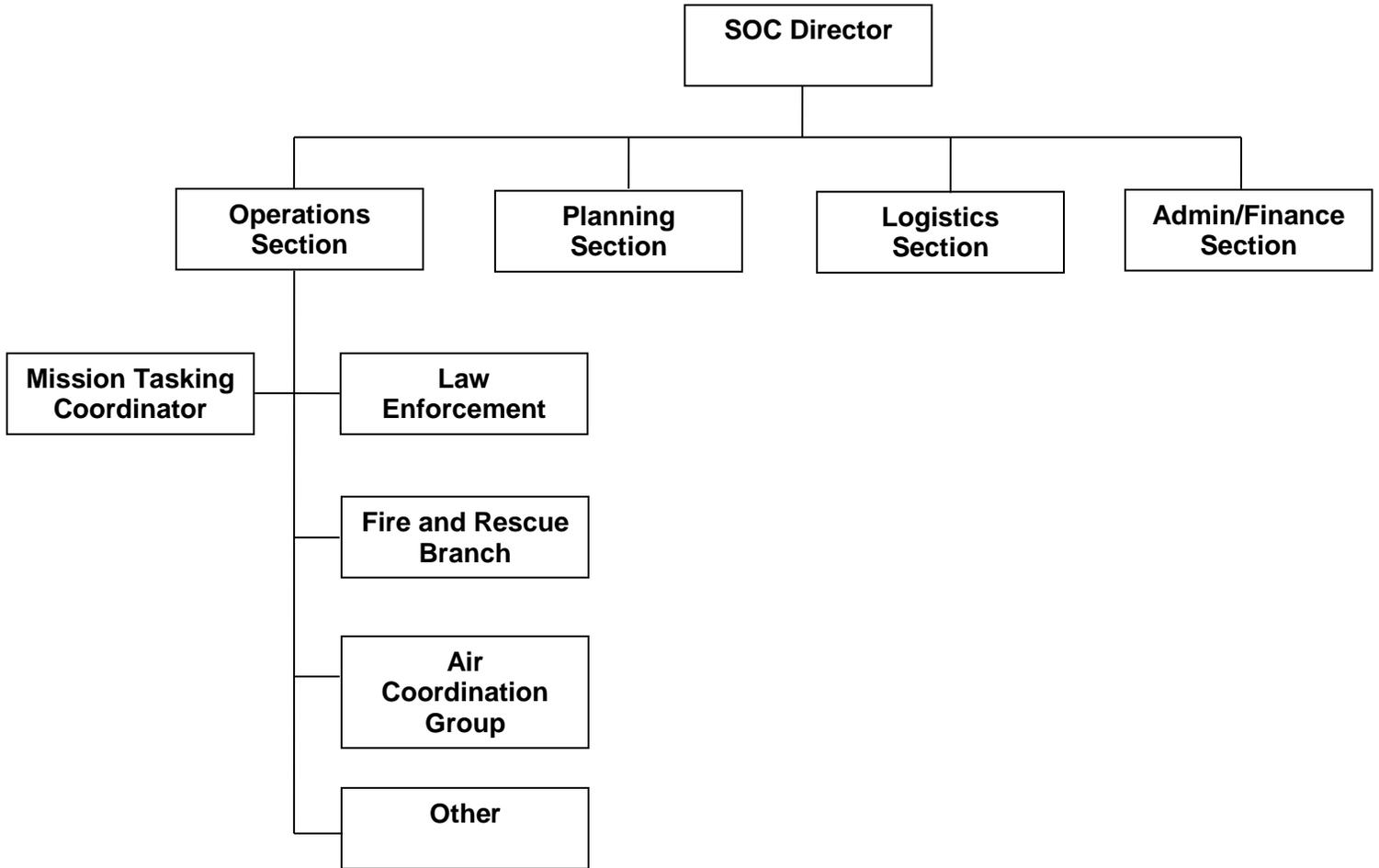
The aviation request and assignment process uses Incident Command System (ICS) concepts and principles at all levels. The ACG tracks the specific parameters of the request (e.g., search and rescue (SAR), damage assessment, evacuation, cargo, timeline, origination location pick-up, and destination) and is also responsible for helping source the appropriate air assets to accomplish the request when requested.

Typical Processing of Initial Aviation Requests



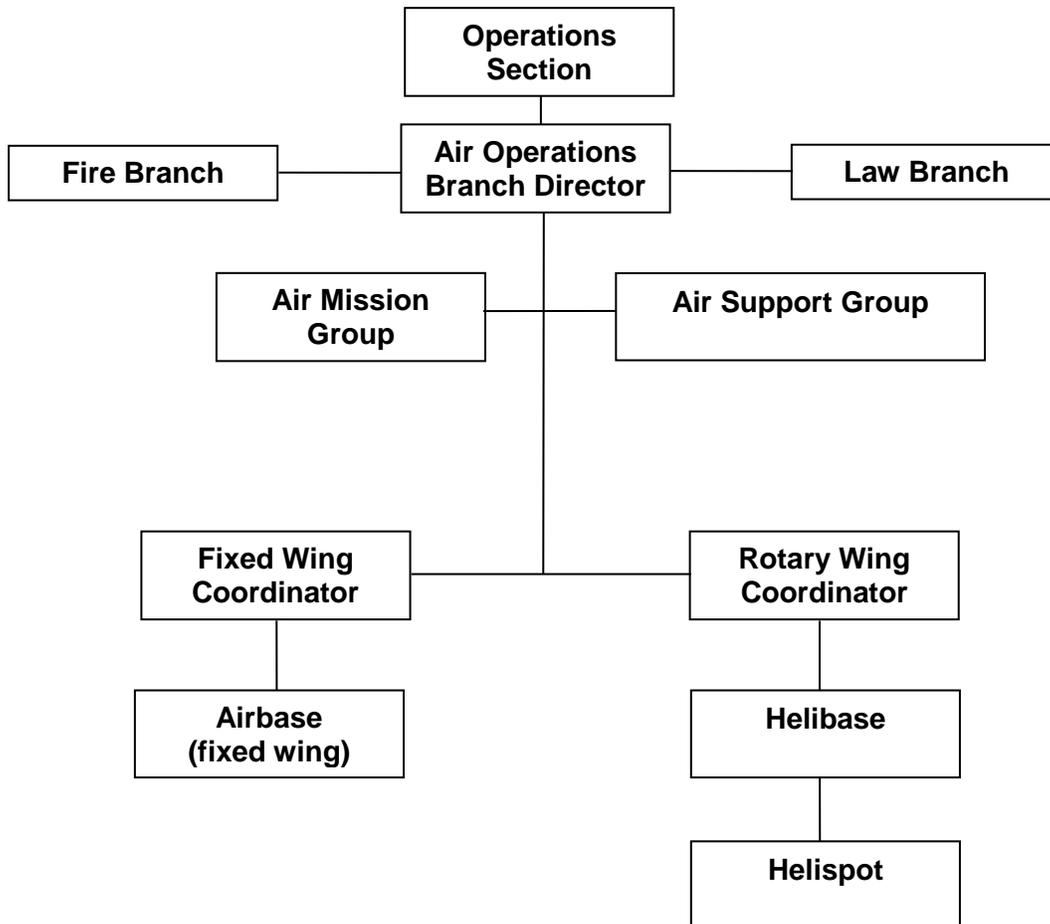
IX. ORGANIZATION

a. Air Coordination Group in the SOC Organization



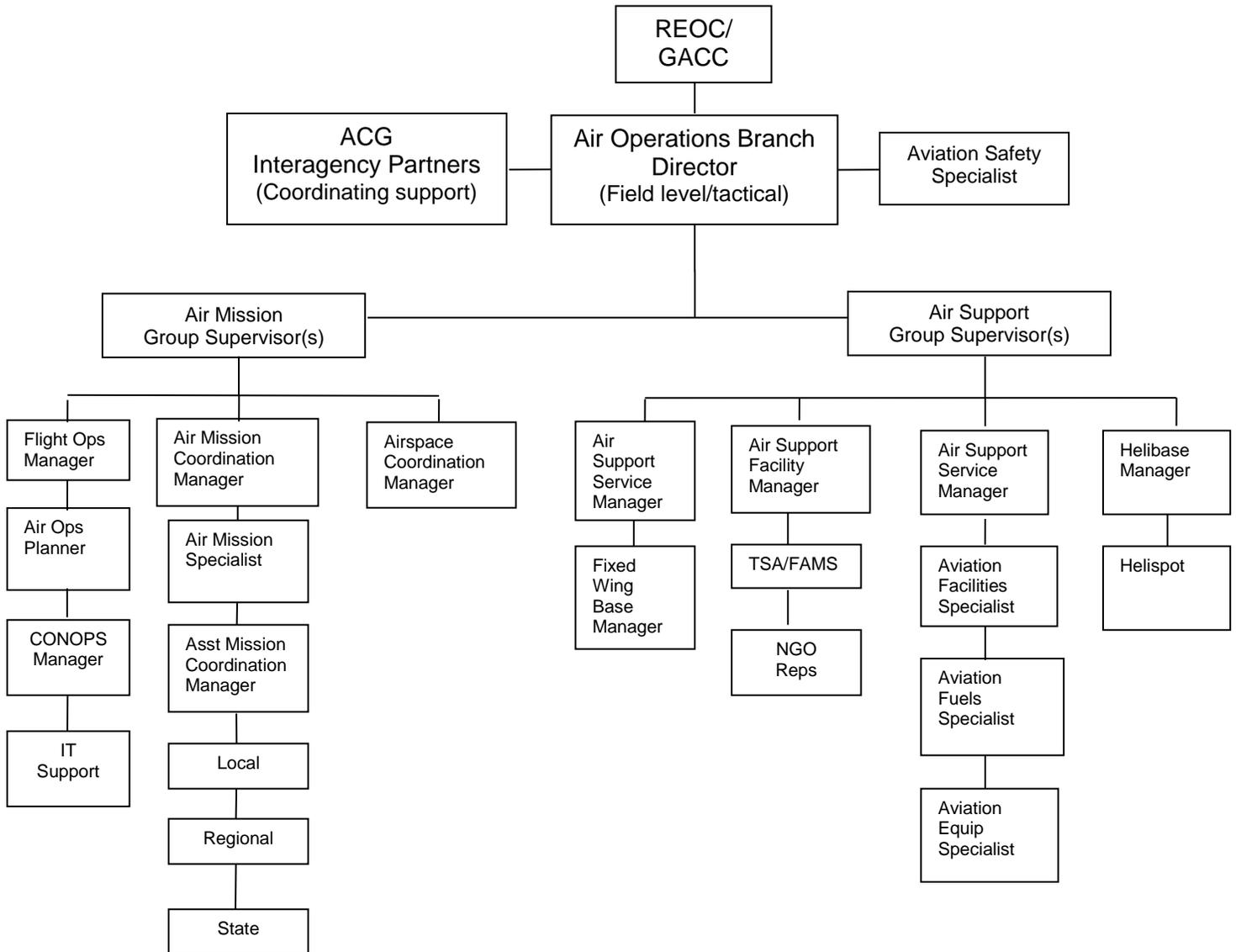
b. Air Operations Organization Model (for Fire, Law, and SAR activations)

The diagram below represents a typical Law and Fire aviation structure under normal daily operations. If necessary, Law and Fire join a unified command to support/coordinate local and regional jurisdictions when a partially activated state aviation component is necessary and not involving other state and federal partners.



c. Regional ‘Tactical’ Air Operations without Federal Integration

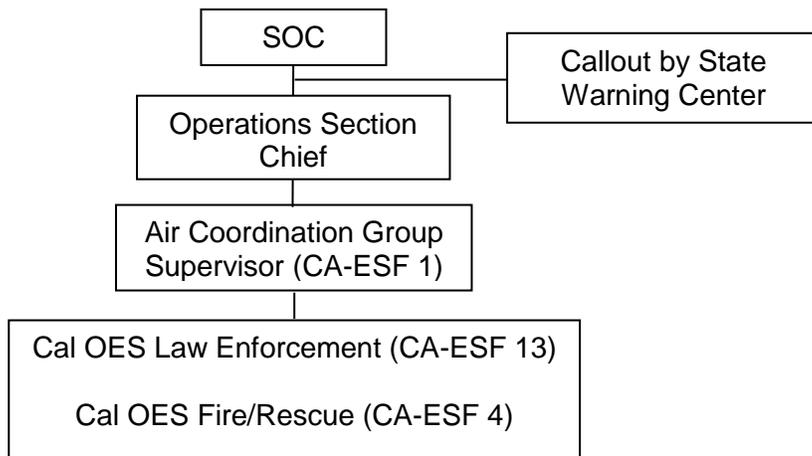
There may be emergency situations that occur that will use local, regional, and some state aviation assets without the need for federal integration. In these instances, the illustration below may depict the organizational structure of multi-agency coordination within the state.



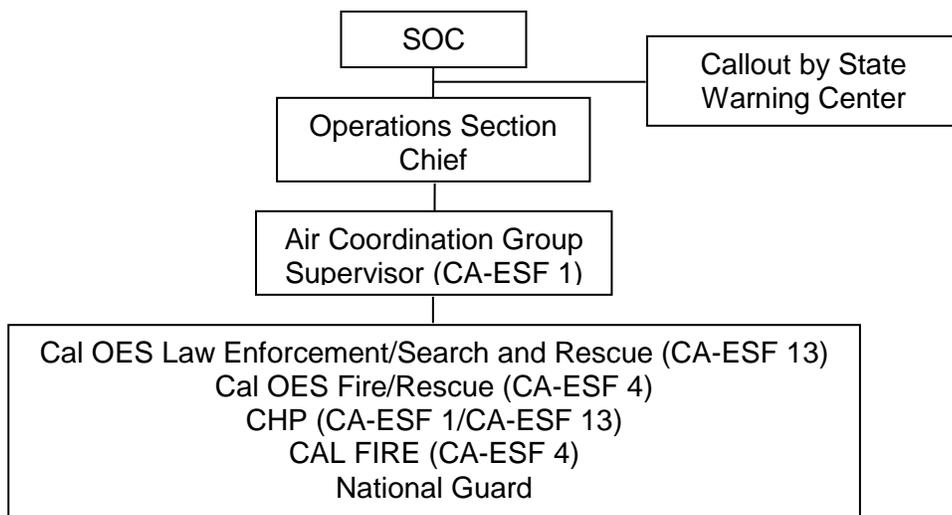
d. Statewide Air Coordination Group with Federal Integration (JFO)

As illustrated below, the ACG is a multi-agency collaboration and will expand as the disaster response requirements increase, beginning with Basic Monitoring, then Advanced Monitoring, and finally Full Activation. The JFO (when activated) will work under a Unified Command with local, state and federal partners tasked with the responsibility of supporting state aviation operational needs.

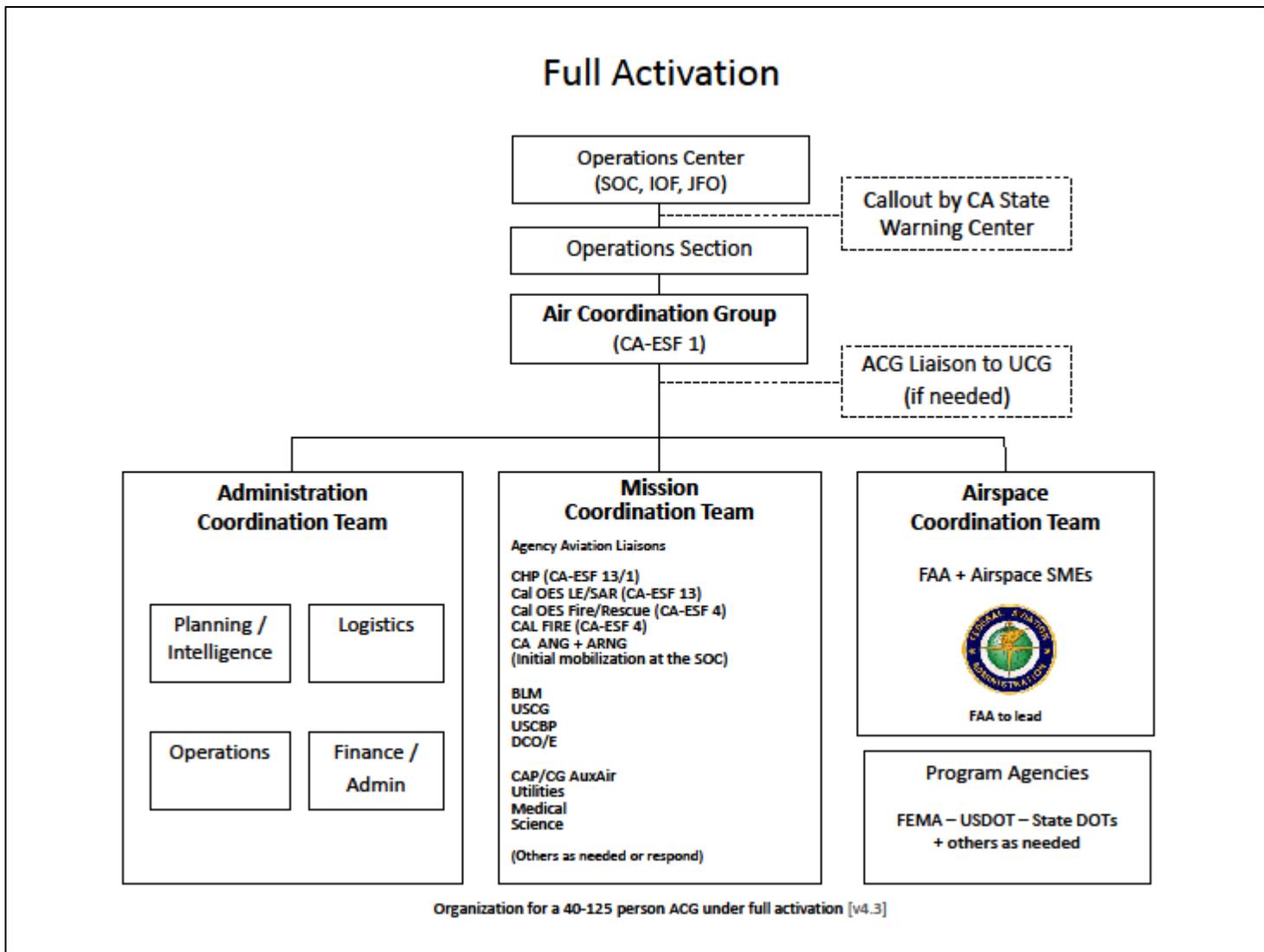
Phase 1a: Basic Monitoring State-Level Air Coordination Group



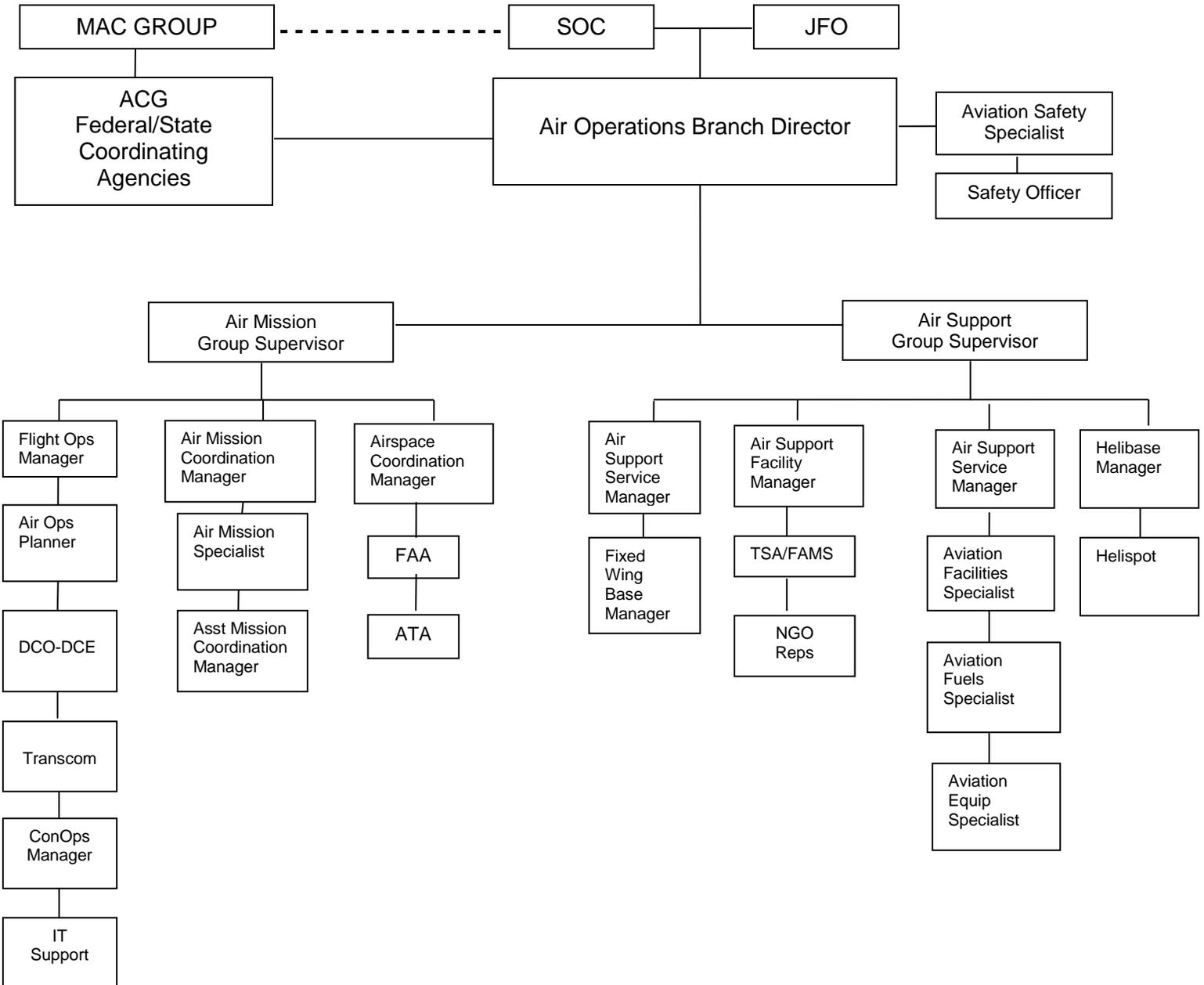
Phase 1b: Advanced Monitoring State-Level Air Coordination Group



Phase 1c: Typical Full State-Level Air Coordination Group

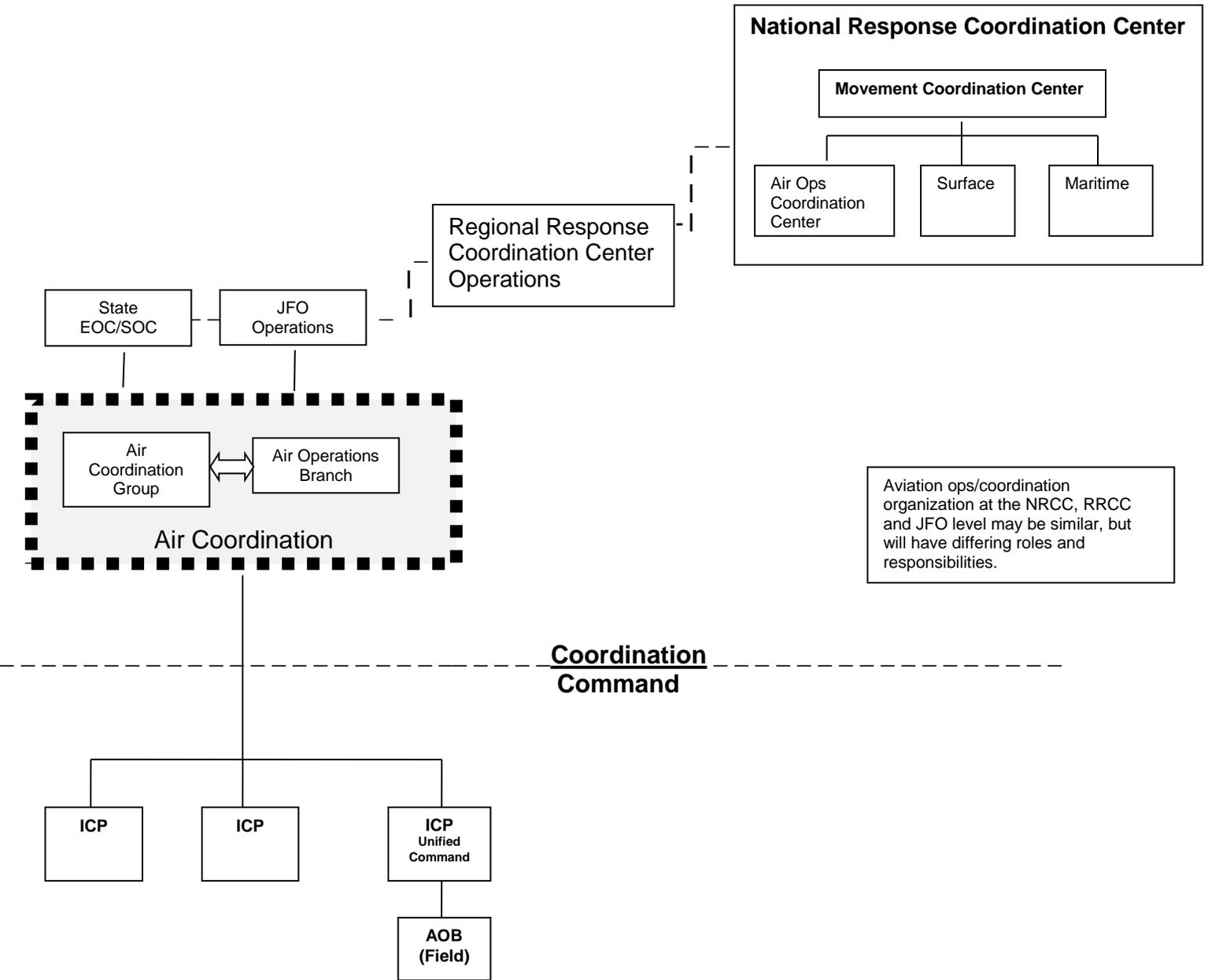


Typical Field-Level MAC Air Operations Branch



FEMA Headquarters and some regional administrators have an aviation cadre of Disaster Assistance Employees (DAE's) that may be activated in order to staff Air Operations Branches at the field level, as well as support the ACG at the state or SOC level. If a JFO is activated, the SOC will deactivate until such time that the incident sufficiently deescalates. If a FEMA region does not have an aviation cadre, it may request assistance from sources such as FEMA Headquarters Transportation Program, CAL FIRE's resource ordering system of record, or other ICS qualified aviation personnel.

e. Potential Aviation Operations Organizational Chart



Notes: Portions of this diagram were adopted from the FEMA Joint Field Office- Aviation Branch Operations Manual, dated September 02, 2009, (version 11.8) and suggests a potential Interagency coordination model for Federal Aviation Support to Disaster Operations.

The actual number and scope of the interagency collaborators may vary and will be determined by the magnitude of the disaster response required to safely and efficiently support aviation needs. The ACG is comprised of multi-agency partners and aviation specialist who will serve as the Aviation MAC group to evaluate and prioritize aviation needs for the SOC.

X. ROLES AND RESPONSIBILITIES

a. California Department of Fish and Wildlife (CDFW)

CDFW maintains aircraft that can be called upon to assist with rapid damage assessment flights, aerial surveillance, protecting public safety, and other disaster response functions within the scope of department capabilities.

b. California Department of Forestry and Fire Protection (CAL FIRE)

CAL FIRE represents one of the Governor's first lines of response to support domestic emergencies and can provide ground and aviation operations assets, and Air Operations Branch ICS qualified personnel, within the initial and extended phase of any directed response.

CAL FIRE maintains fixed and rotor wing aircraft for all risk emergencies, and fire protection. Missions include, but are not limited to aerial recon, fire suppression, airspace coordination through use of Air Tactical Group Supervisors (ATGS) and Helicopter Coordinators (HLCO), and directed search and rescue, particularly in confined space environments. Additionally, CAL FIRE maintains an extensive list of available contract fixed and rotor wing aircraft for deployment during an incident.

c. California Department of Transportation (Caltrans)

The California State Transportation Agency (CalSTA) is the official lead agency for CA-ESF 1 (Transportation) with much of its authority delegated to Cal OES. Caltrans, in coordination with the U.S. Department of Transportation (DOT) at the national ESF-1 level, may assume control of intact surface transportation routes and facilitate restoration of surface roads serving airports. To ensure compliance with provisions of the State Aeronautics Act, Caltrans Aeronautics may help determine if permitted public-use airports, hospital heliports, or other proposed aircraft landing sites not categorically exempt from the airport permit process, meet minimum safety and design standards – as required by provisions in the Public Utilities Code and the California Code of Regulations.

Caltrans can help determine the physical attributes and functionality (i.e. runway length, width, pavement condition, status of lights, ramp space, etc.) of aircraft landing sites used to support disaster and event operations. Caltrans operates two, 4-seat, fixed-wing aircraft (Beechcraft Bonanzas) with limited payload and performance capabilities for emergency purposes. Personnel transport is an available capability.

The State maintains its established authorities to use their police powers to protect its citizenry. While it is highly desirable to involve local government authorities who own or operate the airports in incident management and planning before an actual event, the scale of a given emergency may cause federal authorities to restrict the use of an airport or navigable airspace during an emergency.

d. California Governor's Office of Emergency Services (Cal OES)

Cal OES is responsible for providing coordination and assistance in the managed movement of people and goods and in the use of special-purpose type aircraft in support of federal, state, regional, and local emergency operations. Cal OES provides for the coordination of civil aircraft, other than commercial air-carrier aircraft, available to the state in an emergency, typically through activation of the ACG.

- Cal OES Fire/Rescue Branch may assist in leading the ACG during large-scale fire incidents.
- The Cal OES Law Enforcement Branch or the CHP may assist in leading the ACG during large-scale wilderness search and rescue efforts.
- The National Emergency Management Association (NEMA) is the oversight body of the Emergency Management Assistance Compact (EMAC). The EMAC is a pre-determined formal mutual aid structure that provides the foundation for resources to be shared across state lines. All States, the District of Columbia, Puerto Rico, the U.S. Virgin Islands, and Guam, adopted the national EMAC model into their state laws. In support of this national mutual-aid concept, California adopted EMAC through legislation that became effective on September 13, 2005. Within that legislation, Cal OES is designated as the lead agency for California. The ACG may request/receive support from other states via the EMAC Program or other similar mutual aid agreement.

e. California Highway Patrol (CHP)

The CHP operates fixed-wing and rotary-wing aircraft. CHP aircraft provide law enforcement, search and rescue, advanced life support, surveillance, and transportation services. The CHP represents another of the Governor's first line of response to support domestic emergencies and must provide aviation operations assets within the initial phase of this response. The CHP is able to provide a number of services immediately including damage assessments, rescues, and observations using aerial camera systems. CHP also has a state-mandated role in CA-ESF 1 as they are part of CalSTA and will therefore maintain a notable presence with and in the ACG at all levels of activation. They are also part of CA-ESF 13. Depending on the type of incident, CHP may serve as the ACGS.

f. California National Guard (CNG)

The California National Guard (CNG), both Army and Air components, contribute available aviation assets and other support capabilities in support of their established dual missions: 1) to support the Governor by providing trained personnel and unit equipment capable of deploying to protect life and property and maintaining peace, order, and public safety and 2) to support U.S. military objectives.

The National Guard represents the Governor's first line of military response to support domestic emergencies and must provide aviation operations assets to support the initial phase of response.

As per AFD-070808-022, *Defense Support to Civil Authorities (DSCA) Handbook: Air Support Handbook*, "DOD planning recognizes Army and Air National Guard forces, acting under state orders (i.e., not in federal service), have primary responsibility for providing military assistance to state and local government agencies in civil emergencies."

The Governor may also activate California's federally authorized State Defense Force, identified in the California Military and Veterans Code as the California State Military Reserve (CSMR). The CSMR may be activated by the SOC or CNG to support Army Guard aviation, Air Guard, Cal OES' ACG, or any combination of the three as needs of the incident or event warrant.

g. Civil Air Patrol (CAP) (Civilian Auxiliary of US Air Force)

The California Wing of the CAP is comprised of eight Groups, acting as one, throughout the state trained to augment the U.S. Air Force in search and rescue (SAR), aerial photography (AP), emergency services and disaster relief/disaster preparedness (DR). CAP also contributes 550 fixed-wing aircraft nationwide, of which 28 of them are located at local airports throughout California Wing, to assist state and local governments in performing various missions.

In a USAF Auxiliary status, CAP can support federal agencies, which includes assistance to state and local governments requested by a Lead Federal Agency (LFA). California and the CAP State Wing have a memorandum of understanding (MOU) describing the state's use of CAP aviation resources during emergencies; however, if CAP support is needed and timing allows, it is best to request their assistance by going through the SOC or FEMA Mission Assignment (MA) process. This activates CAP as the USAF Auxiliary and allows CAP members to receive federal insurance coverage while still ensuring CAP can directly respond to state tasks. In either case, CAP retains its identity as an organizational unit from the state level down through the local level. The CA CAP wing commander, Director of Operations and headquarters organization retain overall supervision over CAP responding subordinate units and personnel. This arrangement provides the ACG with CAP staff experience without disrupting the CAP organization.

h. Federal Aviation Administration (FAA)

The FAA is responsible for the safe and efficient movement of air traffic in the NAS and for the operation of the NAS, as well as for civil aviation safety oversight during both emergency and non-emergency situations.

If the FAA determines that an emergency exists related to safety in air commerce that requires immediate action, the FAA may prescribe regulations and issue orders immediately to meet that emergency (49 USC 46105(c)). The FAA interprets this

provision to provide authority for the FAA to close airspace or redirect a flight if it is determined that safety and the public interest requires such action. The FAA may also issue TFRs under 14 CFR Part 91.

The FAA, under 49 USC 40103, has the exclusive responsibility for developing plans and policies for the use of the navigable airspace and assigning, by regulation or order, the use of the airspace necessary to ensure the safety of aircraft and the efficient use of airspace. Under this statutory provision, the FAA would have the authority to control or restrict all air traffic at a particular airport. While this technically does not "close" the airport, the effect is the same while the restriction is in effect.

System Operations Security, AJR-2, at Washington Headquarters plays the lead role for Air Traffic Management (ATM) security the FAA Air Traffic Organization (ATO), including response to national disasters/crises.

- The FAA will help coordinate civil and emergency airspace deconfliction through operations published in their *Airspace Management Plan for Disasters (v1, 18 July 2012)* until a local deconfliction plan is published.
- The FAA will help refine TFRs as necessary to better manage airspace between civil and emergency aviation activities.
- The AJR-2 office operates the ATO Crisis Operations Response Desk (CORD) in FAA Headquarters for the coordination of aviation requirements within the disaster area.
- The AJR-2 Air Traffic Security Coordinators ensures that all crisis-related information placed on the Domestic Events Network (DEN) is made available to the CORD and key decision makers.
- FAA AJR-2 works directly with ESF-1 at the FEMA NRCC and with military organizations, such as the North American Aerospace Defense Command (NORAD), Continental NORAD Region (CONR), Western Air Defense Sector (WADS), and Eastern Air Defense Sector (EADS) to provide assistance for all ATM security-related needs that may be required for crisis/disaster management.
- In addition, AJR-2 deploys staff to the front line of the crisis/disaster area and key field operating locations to provide direct assistance to FEMA, military organizations, and FAA Service Centers involved in crisis response preparation and response. AJR-2 also provides staff to operate the Crisis Management Center (CMC) and Flight Recovery Desk (FRD) at the FAA Air Traffic Control System command Center.
- Certain operations are permitted within 14 CFR Part 91.137 TFRs, depending on the operational circumstances of the disaster. These operations are determined in the language of the TFR. Operators wishing to fly in TFR

airspace should contact the appropriate point of contact, as specified by NOTAM, as issued by the FAA.

i. Federal Emergency Management Agency (FEMA Region IX)

FEMA's Response and Recovery Directorate is primarily responsible for providing advisory planning guidance for disaster and emergency response at federal, state, regional, and local levels for the use of aviation resources during an emergency. FEMA Region IX provides this guidance within their area of responsibility.

FEMA will coordinate with the ACG in support of Federal aircraft and aviation operations. During an incident, the state would request resource support for federal aviation directly to the Federal Coordinating Officer (FCO) who would relay the request to the FEMA Region IX or JFO Air Operations Branch.

FEMA's regional Incident Management Assistance Team located in Sacramento, IMAT-West, has also developed a working relationship with the ACG. IMAT-West may choose to send a representative to work in the ACG to facilitate communication between the SOC and FEMA related to aviation. Likewise, the ACG could be called on to assist an IMAT with air coordination support.

j. FEMA Region IX Regional Response Coordination Center (RRCC)

The FEMA Region IX RRCC will activate a movement/transportation function, which will coordinate the movement of national resources (i.e., personnel, teams, equipment and commodities) with the National Response Coordination Center.

k. FEMA / Cal OES Joint Field Office (JFO)

Upon commencement of the federal response, the FCO may establish an air operations program to coordinate federal aviation resources in support of state requirements within the regional Air Operations Branches. As described in the ACG section above, this organization should provide a liaison to the ACG.

l. National Interagency Fire Center (NIFC)

The NIFC coordinates wild land firefighting aviation assets that include a variety of aircraft, operations, and aviation frequency allocation. Helicopters are used to drop water, transport crews, reconnaissance, infrared, and deliver resources and equipment to the fire line. Fixed-wing aircraft include smokejumper aircraft, air tactical platforms, Single Engine Air tankers (SEATs), large air tankers, and large transport aircraft. These aircraft play a critical role in supporting firefighters on the ground.

m. National Response Coordination Center (NRCC)

The National Response Coordination Center (NRCC) maintains overall national situational awareness and bears the responsibility for the mobilization of aviation

assets nationally. Additionally, the NRCC is tasked with the prioritization between FEMA regions when multiple regions have incidents.

The NRCC may issue MA's (MA) and tasks that require additional coordination. These requests are usually generated by senior leadership, contain limited timetables, and require immediate response. Should the NRCC exercise some of its aviation authorities, they will need to coordinate those authorizes at the regional level with the Air Operations Branch Directors. The field-level Air Operations Branches will need to report such activity up to the ACG.

n. Transportation Security Administration (TSA)

TSA has the responsibility for the security of all modes of transportation, including aviation, rail, bus, and maritime operations. TSA is capable of providing security and law enforcement assistance during a mass evacuation. As needed, during a disaster, TSA may provide an LNO to the regional Air Operations Branches. This LNO may assist in obtaining and deploying resources and coordinating safety and security operations at air evacuation operations. TSA activity will need to be reported up to the ACG.

- TSA provides security officers and Federal Air Marshals (FAMS) who can assist in securing airports and aircraft.
- TSA can provide passenger screening services for non-ticketed passengers during emergency air evacuation operations and assist in segregating responders from routine passenger operations at joint-use airports.

o. U.S. Coast Guard (USCG)

The USCG operates a fleet of fixed- and rotary-wing aircraft and is the lead federal agency for airborne SAR over water. In order to render aid to distressed people, vessels, and aircraft on and under the high seas and on and under the waters over which the United States has jurisdiction, and in order to render aid to people and property imperiled by flood, the USCG may perform any and all acts necessary to rescue and aid people and protect and save property. The USCG, upon request, may use its personnel and facilities to assist any federal agency, state, territory, possession, or political subdivision to perform activities for which the USCG is especially qualified. The USCG is part of the ACG for its ability to monitor and respond to intercoastal, coastal and marine emergencies. They have a monitoring role during the lower levels of activation with a more notable presence should events escalate.

p. U.S. Customs and Border Protection (CBP)

CBP has a number of aircraft with sensor equipment to provide damage assessment, including video (migrating to high definition (HD)), still images (digital), mapping (aircraft track history, sensor needs added), real time video/audio/geo transmission (L band international maritime satellite (INMARSAT), LOS C band and Ku Satellite) via Bigpipe and Broadpipe video servers, and spot and strip synthetic aperture radar

imaging. The CBP represents another early response aviation asset to support domestic emergencies and must provide aviation operations assets within the initial phase of this response, to include:

CBP aircraft are also capable of providing some airborne early warning with traffic advisory services in the unlikely event that normal and emergency FAA ATC operations are unavailable in an impact area. Under extreme emergency conditions, CBP may be called upon to perform the following functions:

- Check aircraft into/out of the TFR.
- Ensure that each aircraft had a valid need to be in the TFR designated airspace.
- Serve as the single point of contact, in lieu of the normal ATC structure, in the event of an emergency or for general assistance.
- Keep aircraft operating in the TFR up to date on airfield/landing zone (LZ) and fuel status.
- Provide notification of new airspace restrictions (e.g., hazardous areas, airborne spraying).

Through later response phases, CBP aircraft may also provide airborne radio relay on local, state, and Federal police, fire, and EMS frequencies when repeater towers are inoperative (i.e., automatic relay functions of installed radios) and where frequency agreements are on file. Services may include general administrative assistance and relay, passing mission changes/updates to airborne and ground units, passing information quickly to ground command centers (not waiting for a survey aircraft to land at its base to get status reports), and coordinating pickups of ground personnel.

CBP has organic SAR capabilities with its many rotary-wing aircraft and U.S. Border Patrol Tactical Unit (BORTAC) teams. CBP has integrated C2 of its resources through its Air and Marine Operations Center (AMOC). The AMOC routinely provides flight following and flight advisories to CBP air and marine assets and may be able to provide similar capability to non-CBP aircraft during a disaster.

In most cases, the AMOC will be called upon to monitor the airspace around a disaster or event area rather than physically report to the ACG. A critical service they provide is to have a second set of eyes on the flying environment to be sure what they are seeing on their flight-following systems does not conflict with response objectives. If necessary, the AMOC is prepared to send a representative to the ACG to help with airspace management.

q. U.S. Department of Agriculture / US Forest Service (USFS)

If available, USFS provides transportation assets to FEMA when USFS resources are the most effective to support FEMA's mission. USFS provides appropriate engineering and contracting/procurement personnel and equipment to assist in repair of airport runway facilities and baggage loading/unloading operations. USFS develops contingency plans for use by the National Interagency Fire Center contract aircraft during incidents and provides equipment and supplies from the Interagency Cache System and offers use of National Interagency Fire Center contract aircraft.

USFS can also provide airspace management and coordination for incidents covering a large geographic area.

r. U.S. Department of Defense (DOD)

DOD can provide a large variety of military fixed and rotary-wing aircraft, as well as commercial contract aircraft. Military installations within California, particularly those in and near the affected area can provide other resources. Military commanders have immediate response authority to assist civil authorities to save lives, prevent human suffering, or mitigate great property damage under imminently serious conditions.

DOD Support to Civil Search and Rescue. DOD components have facilities and other resources that are used to support their own operations. These resources may be used for civil SAR needs to the fullest extent practicable on a non-interference basis with primary military duties according to applicable national directives, plans, guidelines and agreements. In accordance with the National SAR Plan and the National Response Framework, and as the national aeronautical SAR Coordinator (SC) for the 48 contiguous United States, US Northern Command (USNORTHCOM) establishes and maintains the Search and Rescue System to coordinate and provide timely and effective response throughout the full spectrum of Civil Search and Rescue, honor international commitments, meet U.S. domestic needs, and assume DOD role as a Primary Agency for Emergency Support Function #9 planning and operations within the 48 contiguous United States (Langley Search and Rescue Region (SRR). Through the Air Force Rescue Coordination Center (AFRCC) this responsibility as a national aeronautical SC includes interagency coordination for the use of all available resources for SAR.

The AFRCC coordinates day-to-day routine SAR and will initiate an appropriate response to a catastrophic event. Catastrophic Incident SAR (CISAR) will normally be conducted following an incident, or potential incident requiring a unified response. When activated, the federal unified response will be organized and employed within Emergency Support Function # 9 (ESF#9) under the National Response Framework. DOD is one of four Primary Agencies within ESF#9 and depending on the nature of the incident, may be designated the Overall Primary Agency. The USNORTHCOM Joint Personnel Recovery Center (JPRC) will coordinate DOD resources during an anticipated or required unified SAR response in coordination with the FEMA Region IX Defense Coordinating Officer/Element (DCO/E). The DCO/E is the DOD's single point of contact in the JFO and validates all requests for assistance. Defense Support of Civil Authorities (DSCA) regulations also come into effect when using DOD assets for these and other emergency response purposes.

For an incident of the magnitude contained within this plan, the use of the CISAR Addendum to the National SAR Supplement (NSS) will likely be mandatory for DOD. The planning, operational, and procedural guidelines contained within were developed to provide national SAR guidance and standardization for an integrated response to a catastrophic event. The use of the CISAR Addendum will likely be utilized by all participating ESF#9 agencies, and is highly encouraged to be used by state and local SAR responders in the development of their catastrophic SAR plans.

Most DOD requests will need to follow the RFA/MA process. Any DOD mission or specialty assignments can be requested.

s. U.S. Department of Interior (DOI)

The DOI identifies and, if available, provides departmental transportation assets, such as fixed-wing aircraft. DOI support resources, such as mechanics or pilots, as needed. Resources will be assigned commensurate with each unit's level of training and the adequacy and availability of equipment. ESF-4 or the DOI Operations Center is the contact for this support. DOI provides information on the status of, need for, and plan for the restoration of infrastructure.

a. National Park Service (NPS)

The NPS conducts operations, including SAR in backcountry, remote, undeveloped, and rural areas or in areas without roads that are primarily accessed using specialized equipment and may require that responders travel over land by alternate methods or by aircraft. NPS has a congressional mandate to perform SAR. NPS has a cadre of SAR personnel who are specially trained to operate in their respective areas of responsibility. NPS integrates the SAR capabilities of the U.S. Fish and Wildlife Service, U.S. Geological Survey, and other DOI components in planning for ESF-9.

b. Bureau of Land Management (BLM)

BLM's aviation program is the largest within the Department of Interior's (DOI's) eight bureaus. Aircraft are either Bureau-owned, contracted, or obtained through Aircraft Rental Agreements (ARA) to fill the mission requirements to meet BLM management objectives. The DOI actually owns very few aircraft, with the majority of DOI aircraft obtained through "call-when-needed" (CWN) aircraft contract procedures.

Mission requirements are to support wild land fire operations and prescribed fire operations, disaster response, animal census, wild horse and burro gather, habitat management, range survey, cadastral survey, law enforcement, forest management, photo mapping, SAR, and other operations related to public land and resource management.

- Types of aircraft include helicopters, single engine air tankers (SEATS), air tactical aircraft, utility aircraft, aerial supervision modules (ASMs), and smokejumper aircraft.

The BLM, in partnership with USFS, has one of the nation's most robust emergency airspace coordination programs. BLM conducts airspace planning, establishes disaster TFRs and NOTAMs as required, provides airspace education, and develops interagency airspace agreements

(developed and published the Interagency Airspace Coordination Guide for USFS/DOI) for all types of disasters.

t. U.S. Department of Transportation (DOT)

The DOT serves as the ESF-1 liaison to aviation operations. DOT provides support to DHS in prevention, preparedness, response, recovery, and mitigation activities among transportation infrastructure stakeholders at the state, regional, and local levels within the authorities and resource limitations of ESF-1 agencies.

- DOT provides trained personnel to staff ESF-1 positions at the NRCC, the RRCC, the JFO, and any other temporary facility in the affected region appropriate to the ESF-1 mission.
- DOT works with primary and support agencies, state and local transportation departments, and industry partners, along with input from the National Infrastructure Coordination Center (NICC) and Transportation Security Operations Center (TSOC), to assess and report the damage to the transportation infrastructure and to analyze the impact of the incident on transportation operations, both nationally and regionally.
- DOT coordinates and implements, as required, emergency-related response and recovery functions performed under DOT statutory authorities. This includes management of the airspace, through the FAA, within and surrounding the disaster area.

u. U.S. Marshal's Service (USMS)

The USMS operates a fleet of 6 MD-80 passenger aircraft capable of transporting 140 passengers. Each aircraft is dispatched with a security team, airframe and power plant (A&P) mechanic, and a nurse. USMS aircraft will rapidly respond through a FEMA MA.

v. U.S. Public Health Service (USPHS)

The USPHS directs the National Disaster Medical System (NDMS), a federally coordinated system that augments the nation's medical response capability. The overall purpose of the NDMS is to supplement an integrated national medical response capability for assisting State and local authorities in dealing with the Medical impact of major peacetime disasters. USPHS provides oversight and management of hospital patient transfers for AE.

OVERVIEW of CAPABILITIES

Stakeholder Organizations	Aerial Surveillance	Airborne Coordination	Communications relay	Damage Assessment	EMS Transportation	External Cargo	Evacuations	Hoist Capabilities	Internal Cargo	Law Enforcement Operations	Mapping Flights	Recon	Search and Rescue	Security and Crowd Control	Transport of Teams	VIP Transport			
State Resources																			
California - Civil Air Patrol (CAP)	X			X									X		X	X			
California Dept. of Fish and Wildlife	X			X								x	x						
California DOT Aeronautics				X												X			
CAL FIRE	X	X	X	X	X	X	X	X	X		X	X	X		X				
California Highway Patrol (CHP)	X		X	X	X	X	X	X		X		X	X	X	X	X			
California National Guard (CNG/CMD)	X	X	X	X	X	X	X	X	X			X		X	X	X			
Federal Resources																			
Bureau of Land Management (BLM)	x										X	X	X						
US Customs and Border Protection (CBP)	X	X	X	X	X		X				X	X			X				
Department of Defense (DOD)	X	X	X	X	X	X	X		X		X	X	X		X	X			
National Park Service (NPS)	X												X						
US Coast Guard (USCG)	X	X	X	X	X			X		X		X	X		X				
US Dept. of the Interior (DOI)	X																		
US Dept. of Transportation (US-DOT)		X														X			
US Forest Service (USFS)	X			X									X		X				
US Marshall's Service (USMS)	X						X								X				
US Public Health Service (US-PHS)					X										X				

Appendix A
SOC Air Coordination Group Supervisor Checklist
(Abridged)

- 1_____ Establish contact with the field-level Air Operations Branch in the affected Region(s).
- 2_____ Request additional Air Coordination Group (ACG) support, if necessary.
- 3_____ Act as the liaison between the SOC, REOC, Air Operations Branch and Fire EOC, if applicable.
- 4_____ Assist with the overall coordination of field-level Air Operations Branch activities.
- 5_____ Establish ACG objectives.
- 6_____ Ensure the functions of the ACG are carried out consistent with the Event Action Plan.
- 7_____ Maintain an inventory of in-state air resources.
- 8_____ Monitor Air resource availability.
- 9_____ Monitor and coordinate as appropriate all air resource requests.
- 10_____ Coordinate state and federal air assets among the regions via the REOC Air Operations Branches.
- 11_____ Ensure all aviation resources are performing the tasks assigned.
- 12_____ Monitor and track all air resource requests from in initial assignment to release.
- 13_____ Monitor the deactivation of air resources with affected stakeholders to facilitate future use of air assets.
- 14_____ Ensure Cal EOC is used to track the opening and closing of all air missions. Mission tasking is to be coordinated with the Operations Section.
- 15_____ Initiate and host daily AOB/Agency Aviation Cooperator calls. Calls will be limited to the following: Current activity, current needs, current issues, and projected excesses.
- 16_____ Attend incident commander briefs and calls.

Appendix B Typical JFO Air Operations Branch Director Checklist

The following checklist should be considered as the minimum requirements for this position. Note that some of the tasks are one-time actions; others are ongoing or repetitive for the duration of the incident.

- 1_____ Obtain briefing from Operations Section Chief or Incident Commander.
- 2_____ Determine need for subordinate staff and flight crews and order through the Operations Section Chief.
- 3_____ Determine aircraft and support equipment needs and order, as necessary.
- 4_____ Brief subordinate staff:
 - a. Incident and work objectives, schedules, mission requirements, priorities, time schedules, and process for briefings and debriefings.
 - b. Work-site locations, status of aircraft, and crews and equipment assigned or ordered.
- 5_____ Assign personnel to utilize skills and qualifications, and make adjustments, as needed.
- 6_____ Establish line of authority and procedures for decision making.
- 7_____ Debrief personnel and pilots and make assignment and staffing adjustments, as necessary:
 - a. Identify safety issues and hazards, and mitigate them.
 - b. Determine aircraft status.
 - c. Identify pilot and aircraft mission capabilities (carding).
 - d. Initiate system to monitor flight/duty hour limitations and ensure they are not exceeded.
- 8_____ Collect and process incident reports, gather daily fiscal information for other sections to include:
 - a. Flight hours flown.
 - b. Gallons of product applied.
 - c. Number of personnel transported.
 - d. Adjustment to Incident Action Plan (IAP) and support needs for other sections.
- 9_____ Evaluate performance of subordinate personnel and make adjustments, as necessary.

- 10_____ Inspect and visit areas of operation to insure compliance with agency rules, regulations, and procedures.
- 11_____ Ensure necessary organization positions are filled.
- 12_____ Provide for the safety and welfare of assigned personnel during the entire period of supervision:
 - a. Recognize potentially hazardous situations.
 - b. Inform subordinates of hazards.
 - c. Control positions and function of resources.
 - d. Ensure that special precautions are taken when extraordinary hazards exist.
 - e. Maintain work/rest guidelines.
- 13_____ Resolve airspace conflicts between incident and non-incident aircraft.
- 14_____ Gather intelligence and information for planning meeting (development of IAP):
 - a. Obtain status and availability of aircraft and personnel for the next and future operational periods.
- 15_____ Participate in the planning and strategy meeting:
 - a. Advise Operations Section Chief of capabilities and/or limitations to support the IAP.
 - b. Determine mission priority.
 - c. Identify start/stop times for Aviation Operations Branch.
 - d. Make assignments to carry out IAP.
 - e. Identify resources that are or will be excess in meeting the IAP.
 - f. Prepare Air Operations Summary (ICS Form 220) for the next operational period and give to planning staff.
- 16_____ Determine what information Aviation Operations Branch needs to furnish to the Logistics, Planning, and Finance/Administration Sections:
 - a. Identify needs for Aviation Operations Branch support from each Section.
 - b. Identify what information Aviation Operations Branch needs to provide to each Section and time frame for each item.
- 17_____ Coordinate with supporting dispatch office:
 - a. Ensure that a Temporary Flight Restriction has been initiated, if appropriate, and is in effect over the incident or operating bases.
 - b. Ensure that contact has been established with the military for special use airspace or military training routes in proximity to the incident.

- c. Obtain current information on availability and status of aviation resources assigned or ordered for the incident.
- d. Obtain information on aircraft external to the incident (media, VIPs, others).
- e. Establish procedures for emergency reassignment of aircraft on the incident.

18_____ Determine need to close airports that are in or adjacent to the incident area of operations:

- a. Contact supporting dispatch office and request closure through appropriate channels.

19_____ Coordinate with vendors, incident personnel, and contractors.

20_____ Prepare demobilization schedule of aircraft, personnel, and equipment and coordinate with Planning Section and supporting dispatch.

21_____ Document all activity on Unit Log (ICS Form 214).

Appendix C

Temporary Flight Restrictions (TFR)

TFR's under 14 CFR 91.137 (a) 2 are designed to provide a safe environment for the operation of disaster relief aircraft. When a NOTAM has been issued no person may operate an aircraft within the designated area unless at least one of the following conditions are met:

1. The aircraft is participating in hazard relief activities and is being operated under the direction of the official in charge of on scene emergency response activities.
2. The aircraft is carrying law enforcement officials.
3. The aircraft is operating under the Air Traffic Control (ATC) approved Instrument Flight Rules (IFR) flight plan.
4. The operation is conducted directly to or from an airport within the area, or is necessitated by the impracticability of Visual Flight Rules (VFR) flight above or around the area due to weather, or terrain; notification is given to the Flight Service Station (FSS) or ATC facility specified in the Notice to Airmen (NOTAM) to receive advisories concerning disaster relief aircraft operations; and the operation does not hamper or endanger relief activities and is not conducted for the purpose of observing the disaster.
5. The aircraft is carrying properly accredited news representatives, and prior to entering the area, a flight plan is filed with the appropriate FAA or ATC facility specified in the NOTAM and the operation is conducted above the altitude used by the disaster relief aircraft, unless otherwise authorized by the official in charge of on scene emergency response activities.

There is no standard size or shape for an FAR 91.137 TFR; they can be issued as a circle based on a point or a polygon. When issuing a TFR the surrounding airspace as well as the needs of the requestor must be taken into account. An excessive altitude or area can be disruptive, while a smaller TFR would provide the same protection.

When requesting a TFR, Consider the following information:

1. Size request, i.e., 5 NM (Nautical Mile) Radius or Latitude/Longitude Dimensions with Bearing/Distance from a VOR/DME or Latitude/Longitude of the Center Point and altitude of restriction.
2. 24 hour Point of Contact phone number.
3. Points to consider: Airport and Towers, Impacts on Local
4. Operators, Banner Towers, Flight Schools, Flying Clubs, Sky Diving Schools, Traffic Patterns Approach and Departure, Size and Shape of TFR
5. Polygon TFRs are allowed with a Latitude/longitude description in Degrees/Minutes/Seconds. (If no seconds are available, use zero).
6. TFR Requests should be submitted using the TFR Request Form

It should be remembered that the FAA's *Significant Incident Management Operations* group regularly helps establish and/or fine-tunes TFRs to meet the ever changing aviation needs of an incident or event. They also play a significant role in deconflicting airspace between the emergency response and civil aviation communities. They can do this remotely, at the field or air branch level, or can work inside the ACG to provide immediate coordination support.

APPENDIX D ALTERNATE AIR COORDINATION GROUP LOCATIONS

As part of Continuity of Operations Planning (COOP), the Governor's Office of Emergency Services (Cal OES) has developed plans to obtain additional building space in the event State Operations are needed to expand beyond the capacity of the State Operations Center (SOC) facility or the SOC has to be relocated due to the emergency event (SOC located within Disaster area).

In the event the SOC Director activates the Air Coordination Group, the Air Coordination Group Supervisor will be responsible for identifying the needs for additional space to ensure that stakeholders involved in creating and implementing an Air Coordination Action Plan have sufficient space and technology to support ACG planning and operational activities.

The ACG Supervisor will make the request for additional space through the SOC Operations Section. Once the request is approved by the Operations Chief and the SOC Director, the request will be sent and assigned to SOC Logistics Section Chief to process.

APPENDIX E ACRONYMS and ABBREVIATIONS

1 st AF	1st Air Force
ACG	Air Coordination Group
ACGS	Air Coordination Group Supervisor
AE	Aeromedical Evacuation
AFM	Air Force Manual
AFNORTH	1 st Air Force
AFRCC	Air Force Rescue Coordination Center
AFSOUTH	12 th Air Force
AMC	Air Mobility Command
AMLO	Air Mobility Liaison Officer
AMOC	Air and Marine Operations Center
AMOSS	Air and Marine Surveillance Systems
AMR	Air Missions Request
AMT	Airspace Management Team
ANG	Air National Guard
ANS	Air Navigation Services
ANSP	Air Navigation Services Provider
AOB	Air Operations Branch
AOBD	Air Operations Branch Director
AOC	Air Operations Center
AOCC	Air Operations Coordination Center
AOO	Area of Operation
AOR	Area of Responsibility
ARF	Action Request Form
ARNORTH	Army North
ASG	Air Support Group
ASPECT	Airborne Standoff Chemical Detection System
ATA	Airline Transport Association
ATA	Actual Time of Arrival
ATC	Air Traffic Control
ATCT	Air Traffic Control Tower
ATGS	Air Tactical Group Supervisor
ATM	Air Traffic Management
ATO	Air Tasking Order
AWACS	Airborne Warning and Control System
BLM	Bureau of Land Management
C2	Command and Control
C3	Command, Control and Communications
CA-ESF	California Emergency Support Function
CAL FIRE	California Department of Forestry and Fire Protection
Cal OES	California Governor's Office of Emergency Services
CAP	Civil Air Patrol
CBP	Customs and Border Protection
CBP A&M	Customs and Border Protection Air and Marine
CFR	Code of Federal Regulations

CONOPS	Concept of Operations
CONR	Continental United States North American Aerospace Defense Command Region
CONUS	Continental United States
CORD	Coordinated Operational Requirements Document
CRASS	Contingency Response Air Support Schedule
CRC	Control and Reporting Center
CSWC	California State Warning Center
D/A	Departments and Agencies
DAE	Disaster Assistance Employee
DCO/E	Defense Coordination Officer/Element
DHS	Department of Homeland Security
DMAT	Disaster Medical Assistance Team
DOC	Department Operations Center
DOD	Department of Defense
DOI	Department of Interior
DOJ	Department of Justice
DOT	Department of Transportation
DSC	Dual Status Commander
DSCA	Defense Support of Civil Authorities (Title 10 forces)
EMAC	Emergency Management Assistance Compact
EOC	Emergency Operations Center
ESF	Emergency Support Function (federal-level via NRF)
ETA	Estimated Time of Arrival
ETB	Estimated Time Aircraft will be on Blocks
ETD	Estimated Time of Departure
ETIC	Estimated Time in Commission
ETE	Estimated Time En route
FAA	Federal Aviation Administration
FAMS	Federal Air Marshalls
FAR	Federal Aviation Regulation
FCC	Federal Communications Commission
FCO	Federal Coordinating Officer
FEMA	Federal Emergency Management Agency
FOS	Federal Operations Support
FSS	Flight Service Station
GSA	General Services Administration
HAZMAT	Hazardous Materials
HLCO	Helicopter Coordinator
HSPD	Homeland Security Presidential Directive
HQ	Headquarters
IAA	Incident Awareness and Assessment
IAA	Interagency Airspace Agreement
IAA	Interagency Agreement
IAP	Incident Action Plan
IAS	International Assistance System
IC	Incident Command
ICAO	International Civil Aviation Organization

ICP	Incident Command Post
ICS	Incident Command System
IFR	Instrument Flight Rules
IMAT	Incident Management Assistance Team
IMC	Instrument Meteorological Conditions
ISSA	Inter-Service Support Agreement
JFO	Joint Field Office
JOA	Joint Operations Area
JP	Joint Publication
LAT	Latitude
LNO	Liaison Officer
LONG	Longitude
LZ	Landing Zone
MA	Mission Assignment
MAP	Mutual Aid Plan
MCC	Movement Coordination Center
MOA	Memorandum of Agreement
MOG	Maximum on Ground
MOU	Memorandum of Agreement
MSCA	Military Support to Civil Authorities (National Guard)
MTO	Mission Tasking Order
NAS	National Air Space
NDMS	National Disaster Medical System
NEMIS	National Emergency management Information System
NGB	National Guard Bureau
NGO	Non-Governmental Organization
NICC	National Infrastructure Coordination center
NIMS	National Incident management System
NOC	National Operations Center
NORAD	North American Aerospace Defense Command
NOTAM	Notice to Airmen
NRCC	National Response Coordination Center
NRF	National Response Framework
OSC	Operations Section Chief
OPLAN	Operating Plan
PAX	Passengers
PSMA	Pre-Scripted Mission Assignment
RFA	Request for Assignment
ROC	Regional Operations Center
RRCC	Regional Response Coordination Center
SAA	Special Activity Airspace
SAO	State Approving Official
SAR	Search and Rescue
SARDA	State and Regional Disaster Airlift
SEADOG	Southeast Airport Disaster Operations Group
SECDEF	Secretary of Defense
SOC	State Operations Center
SOP	Standard Operating Procedure

TC	Transportation Command
TFR	Temporary Flight Restrictions
TPM	Transportation Program Manager
TRANSCOM	Transportation Command
UC	Unified Command
US&R	Urban Search and Rescue
USA	United States Army
USAF	United States Air Force
USN	United States Navy
USNG	United States National Grid
USNORTHCOM	United States Northern Command
USTRANSCOM	United States Transportation Command
UTC	Universal Time Converted
VFR	Visual Flight Rules
VMC	Visual Meteorological Conditions
WESTDOG	Western Airports Disaster Operations Group
WIC	WESTDOG Incident Coordinator
WGS-84	World Geodetic System of 1984

APPENDIX F Definitions

Aeromedical Evacuations (AE): The movement of patients under medical supervision to and between medical treatment facilities by air transportation.

Air Mobility Command (AMC): A major command headquartered at Scott Air Force Base, Illinois, created June 1, 1992. AMC provides America's Global Reach. This rapid, flexible and responsive air mobility promotes stability in regions by keeping America's capability and Character highly visible.

Air Mobility Liaison Officer (AMLO): An Air Force officer specially trained to implement the theater air control system and to advise on control of airlift assets. They are highly qualified airlift pilots or navigators with airdrop airlift experience, and assigned to duties supporting U.S. Army and Marine units. AMLO's provide expertise on the efficient use of air mobility assets.

Airspace Conflict: Predicted conflict of an aircraft and Special Activity Airspace (SAA).

Airspace Coordination Plan (ACP): The Department of Defense (DOD) document approved by joint force commander that provides specific planning guidance and procedures for the airspace control systems for the DOD joint force operational area.

Air Coordination Group (ACG): The ACG is California's state-level emergency aviation program that helps field-level, tactical, aviation partners carry out their response activities. The ACG reports to the Operations Section Chief at the State Operations Center and is part of California Emergency Support Function 1 Transportation (CA-ESF 1). The ACG is not a tactical program, but may be called to perform the same functions as an Area Command Aviation Coordinator (ACAC).. The ACG does not command or control aircraft and does not mission task specific agencies. Rather, the ACG brings to the emergency aviation community state-level aviation coordination to augment the mission tasking process and needs of field-level air operations. The ACG is lead by an ACG Supervisor.

Air Operations Branch (AOB): An AOB is a tactical, field-level, emergency aviation program that has command and control authority over aviation assets operating in a defined area in response to an emergency or significant event. More than one AOB can be activated at a time to help manage large scale incidents or events over a broad geographic area. The AOB Director has the authority to mission task specific aircraft for specific missions. When AOB resources become stretched, the AOB Director can reach up to the ACG to request coordinating support for their operations.

Air Tactical Group Supervisor (ATGS): ICS qualified individual who flies over an incident providing tactical air space coordination for airspace deconfliction. This person typically is in a fixed wing platform, but may also provide coordination from a helicopter. The ATGS is provides coordination over a specified geographical region, and supervises any helicopter, or fixed wing coordinators working in that region.

Air Traffic Control Service: A service provided for the purpose of preventing collisions between aircraft on the maneuvering area between aircraft and obstructions and expediting and maintaining an orderly flow of air traffic.

Aviation Hazard: Any condition, act, or set of circumstances that exposes an individual to unnecessary risk or harm during aviation operations.

Aviation Safety Communiqué (SAFECOM): This database system uses the SAFECOM Form AMD-34/FS-5700-14 to report any condition, observation, act, maintenance problem, or circumstances with personnel or the aircraft that has the potential to cause an aviation related mishap.

Bailed Aircraft: A federal aircraft that is owned by one executive agency, but is in the custody of and operated by another executive agency under agreement that may or may not include cost reimbursement.

Common Operating Picture (COP): A continuously updated overview of an incident compiled throughout the incident's life cycle from data shared between integrated systems for communication, information management, and intelligence and information sharing. The common operating picture also helps ensure consistency at all levels of incident management across jurisdiction, as well as between various governmental jurisdiction and private sector and non-governmental entities that are engaged.

Contingency Response Air Support Schedule (CRASS): CRASS is for the benefit of all agencies flying in support to civil authority operations. CRASS is a visibility document for all participating aircraft operating in the airspace control area, to include both Joint Forces Commander (JFC) and non-JFC assets. The CRASS will include all unclassified DOD/Interagency missions, as well as planned flying by other agencies (e.g. local Enforcement Agency, [LEA], Title 32 ANG, etc.). The fidelity of this product is highly dependent on the information provided by non-DOD agencies/organizations. It will be published in a common application (Microsoft Excel), ensuring the ability to manipulate the data, and requires increased coordination with state EOC's/LEA/other agencies to ensure accuracy. The CRAS can be accessed at <http://1afnorth.region1.ang.mil/default.aspx>.

Defense Coordinating Officer (DCO): Individual who serves as the DOD's single point of contact at the JFO for requesting assistance from the DOD. With few exceptions, requests for Defense Support of Civil Authorities originating at the JFO are coordinated with and processed through the DCO. The DCO may have a Defense Coordinating Element (DCE) consisting of a staff and military liaison officers to facilitate coordination and support to activated Emergency Support Functions.

Defense Support of Civil Authorities (DSCA): Support provided by U.S. Military forces (Regular, Reserve, National Guard), Department of Defense (DOD) civilians, DOD contract personnel, and DOD agency and component assets in response to requests for assistance from civilian federal, state, local and tribal authorities for domestic emergencies, designated law enforcement support, and other domestic activities.

Disaster Medical Assistance Team (DMAT): A group of professional and paraprofessional medical personnel (supported by a cadre of logistical and administrative staff) designed to provide medical care during a disaster or other event. The National Disaster Medical System (NDMS) recruits personnel for specific vacancies, plans for training opportunities, and coordinates the deployment of the team. To supplement the standard DMATs, there are highly specialized DMATs that deal with specific medical conditions, such as crushing injuries, burn, and mental health emergencies.

Dual Status Commander (DSC): In the event of a multi-state disaster or national event requiring a DSC, separate DSCs would be appointed to command in each of the affected states due to state law prohibitions (where appropriate/where required). Consistent with current laws and procedures, the Governor of a State does not use the DSC to request DoD forces or equipment.

Dual Status Commander Authority:

- Federal or State capacity
- Giving orders on behalf of or relaying orders from the Federal chain of command to Federal military forces.
- Giving orders on behalf of or relaying orders from the State chain of command to State military forces.
- Never relaying Federal orders to State military forces or State orders to Federal military forces.

Dual Status Commander NOTE: The President and the Governor of the State must both agree to the establishment of a dual status commander in the event of an emergency requiring the need to utilize multicomponent personnel.

Emergency: Any incident, whether natural or manmade, that requires responsive action to protect life or property. Under the Robert T. Stafford Disaster Relief and Emergency Relief Act, an emergency means any occasion or instance for which, in the determination of the President, federal assistance is needed to supplement state and local efforts and capabilities to save lives and to protect property and public health and safety, or to lessen or avert the threat of a catastrophe in any part of the United States.

California Emergency Support Function (CA-ESF): Cal OES initiated the development of the eighteen (18) CA-ESFs in cooperation with California's emergency management community including federal, state, tribal, and local governments, public/private partners and other stakeholders to ensure effective collaboration during all phases of emergency management. The first fifteen CA-ESFs are nearly identical to the federal ESFs.

Emergency Management Assistance Compact (EMAC): A congressionally ratified organization that provides form and structure to interstate mutual aid. Through the EMAC, a disaster-affected state can request and receive assistance from other member states quickly and efficiently, resolving two key issues up front: liability and reimbursement.

Emergency Support Function (ESF): Used by the Federal Government and many state governments as the primary mechanism at the operational level to organize and provide assistance, ESF's align categories of resources that provide strategic objectives for their use. ESF's utilize standardized resource management concepts, such as typing, inventorying, and tracking, to facilitate the dispatch, deployment, and recovery of resources before, during, and after an incident.

Note: *The Federal Government has 15 Emergency Support Functions (ESF's). California utilizes 18 Emergency Functions (CA-ESF's). The first 15 "Functions" for both government entities are in alignment and integrate to support disaster response and relief efforts.*

Federal Coordinating Officer (FCO): The official appointed by the President to execute Stafford Act authorities, including the commitment of FEMA resources and mission assignment of other federal departments or agencies. In all cases, the FCO represents the FEMA administrator in the field to discharge all FEMA responsibilities for the response and recovery efforts underway. For Stafford Act events, the FCO is the primary federal representative with whom the State Coordinating Officer and other state, tribal, and local response officials interface to determine the most urgent needs and set objectives for an effective response in collaboration with the Unified Coordination Group.

First Air Force (Air Forces Northern [AFNORTH], Continental United States North American Aerospace Defense Command Region [CONR], 1 AF): Headquartered at Tyndall Air Force Base near Panama City, Florida, 1st Air Force (1AF) is assigned to Air Combat Command (ACC). It has the responsibility of ensuring the air sovereignty and air defense of the continental United States. As the continental United States geographical component of the bi-national North American Aerospace Defense Command, it provides airspace surveillance and control and directs all air sovereignty activities for the continental United States.

Helicopter Coordinator (HLCO): ICS qualified person responsible for coordination of helicopter assets over a specified area of operation. This person works directly for the Air Tactical Group Supervisor.

HSPD-5: Homeland Security Presidential Directive-5- Management of "Domestic Incidents"

Incident Command System (ICS): A standardized on-scene emergency management construct specifically designed to provide for the adoption of an integrated organizational structure that reflects the complexity and demands of single or multiple incidents without being hindered by jurisdictional boundaries. ICS is a management system designed to enable effective incident management by integrating a combination of facilities, equipment, personnel, procedures, and communications operating within a common organizational structure and designed to aid in the management of resources during incidents. It is used for all kinds of emergencies and is applicable to small as well as large and complex incidents. ICS is used by various jurisdictions and functional agencies, both public and private, to organize field-level incident management operations.

Incident Management Assistance Team (IMAT): An interagency national –or regional– based team composed of subject matter experts and incident management professionals from multiple federal departments and agencies.

Incident Management Team (IMT): An incident command organization made up of the Command and General Staff members and appropriate functional units of an ICS organization. The level of training and experience of the IMT members, coupled with the identified formal response requirements and responsibilities of the IMT, are factors in determining the “Type” or level, of IMT. IMT’s are generally grouped in five types. Type I and II are national teams, Type III are State or Regional, Type IV are discipline- or large jurisdiction-specific, and Type V are ad-hoc incident command organizations typically used by smaller jurisdictions.

Joint Field Office (JFO): The primary federal incident management field structure. The JFO is a temporary federal facility that provides a central location for the coordination of federal, state, tribal, and local governments and private-sector and non-governmental organizations (NGOs) with primary responsibility for response and recovery. The JFO structure is organized, staffed, and managed in a manner consistent with NIMS principles and is led by the Unified Coordination Group. Although the JFO uses an ICS structure, the JFO does not manage on-scene operations. Instead, the JFO focuses on providing support to on-scene efforts and conducting broader support operations that may extend beyond the incident site.

Mission Assignment (MA): The mechanism used to support federal operations in a Stafford Act major disaster or emergency declaration. It orders immediate, short term emergency response assistance when an applicable state or local government is overwhelmed by the event and lacks the capability to perform, or contract for, the necessary work.

Movement Coordination Center (MCC): Coordinates acquisition of transportation capacity and maintains visibility over validated transportation requests for assistance from inception through delivery to a mobilization center.

Mobile Emergency Response Support (MERS): Response capability whose primary function is to provide mobile telecommunications capabilities and life, logistics, operational and power generation support required for the on-site management of disaster response activities. MERS support falls into three broad categories: operational support elements, communications equipment and operators, and logistics support.

Multiagency Coordination (MAC) Group: Typically, administrators/executives or their appointed representatives, who are authorized to commit agency resources and funds, are brought together and form Multiagency Coordination (MAC) Groups. MAC Groups may also be known as multiagency committees, emergency management committees, or as otherwise defined by the system. A MAC Group can provide coordinated decision making and resource allocation among cooperating agencies and may establish the priorities among incidents, harmonize agency policies, and provide strategic guidance and direction to support incident management activities.

Multiagency Coordination System(s) (MACS): MACS provide the architecture to support coordination for incident prioritization, critical resource allocation, communications systems integration, and information coordination. The elements of multiagency coordination systems include facilities, equipment, personnel, procedures, and communications. Two of the most commonly used elements are emergency operations centers and MAC Groups. These systems assist agencies and organizations responding to an incident.

Multijurisdictional Incident: An incident requiring action from multiple agencies that each have jurisdiction to manage certain aspects of the incident. In the ICS, these incidents will be managed under Unified Command.

Mutual Aid and Assistance Agreement: A written or oral agreement between and among agencies/organizations and/or jurisdictions that provides a mechanism to quickly obtain emergency assistance in the form of personnel, equipment, materials, and other associated services. The primary objective is to facilitate rapid, short-term deployment of emergency support prior to, during, and/or after an incident.

National Airspace System (NAS): The common network of United States airspace: air navigation facilities, equipment and services; airport or landing areas; aeronautical charts, information, and services; rules, regulations, and procedures; technical information; and manpower and material. Included are system components shared jointly with the military.

National Disaster Medical System (NDMS): A federally coordinated system that augments the Nation's medical response capability. The overall purpose of the NDMS is to establish a single integrated national medical response capability for assisting state and local authorities in dealing with the medical impacts of major peacetime disasters. NDMS, under Emergency Support Function #8 - Public Health and Medical Services, supports federal agencies in the management and coordination of the federal medical response to emergencies and federally declared major disasters.

National Incident Management System (NIMS): A comprehensive, national approach to incident management that is applicable at all jurisdictional levels and across functional disciplines that is intended to be applicable across a full spectrum of potential incidents, hazards, and impacts, regardless of size, location or complexity. It is intended to improve coordination and cooperation between public and private entities in a variety of incident management activities and to provide a common standard for overall incident management.

National Response Coordination Center (NRCC): Coordinates acquisition of transportation capacity and maintains visibility over validated transportation requests for assistance from inception through delivery to a mobilization center.

National Response Framework (NRF): Guides how the Nation conducts all-hazards response. The framework documents the key response principles, roles, and structures that organize national response. It describes how communities, states, the Federal Government, and private-sector and non-governmental partners apply these principles for a coordinated, effective national response. And it describes special circumstances where the Federal Government exercises a larger role, including incidents where federal interests are involved and catastrophic incidents where a state would require significant support. It allows first responders, decision makers, and supporting entities to provide a unified national response.

Non-Governmental Organization (NGO): An entity with an association that is based on interests of its members, individuals, or institutions. It is not created by a government, but it may work cooperatively with government. Such organizations serve a public purpose, not a private benefit. Examples of NGOs include faith-based charity organizations and the American Red Cross. NGOs, including voluntary and faith-based groups, provide relief services to sustain life, reduce physical and emotional distress, and promote the recovery of disaster victims. Often these groups provide specialized services that help individuals with disabilities. NGOs and voluntary organizations play a major role in assisting emergency managers before, during, and after an emergency.

Operational Control (OPCON): Those functions of common authoritative direction involving the composition of subordinate forces, the assignment of tasks, and the designation of objectives necessary to accomplish the mission. It does not include administrative, discipline, internal organization, and unit training except when a subordinate commander requests assistance. Inherent in operational control is the authority to assign tactical control. With respect to a particular flight, the exercise of authority over initiating, conducting, or terminating that flight.

Private Aircraft: Aircraft owned by an individual, or group of individuals, and that is not engaged in commercial aviation activities or for hire to the general public.

Private Sector: Organizations and entities that are not part of any governmental structure. The private sector includes for-profit and not-for-profit organizations, formal and informal structures, commerce, and industry.

Regional Response Coordination Centers (RRCC): Located in each FEMA region, these multi-agency coordination centers are staffed by ESF's in anticipation of a serious incident in the region or immediately following an incident. Operating under direction of the FEMA Regional Administrator, the RRCC's coordinate federal regional response efforts and maintain connectivity with State Emergency Operation Centers (SEOC), state fusion centers, Federal Executive Boards, and other federal and state operations and coordination centers that have potential to contribute to development of situational awareness.

Resource Management: A system for identifying available resources at all jurisdictional levels to enable timely and unimpeded access to resources needed to prepare for, respond to, or recover from an incident. Resource management includes mutual aid and assistance agreements; the use of special federal, state, tribal, and local teams; and resource mobilization protocols.

Southeast Airport Disaster Operations Group (SEADOG): This non-profit, all-volunteer group of airports provides assistance to airports located in the southeastern United States following a disaster.

Special Needs Population: Populations whose members may have additional needs before, during, and after an incident in functional areas, including but not limited to: maintaining independence, communication, transportation, supervision, and medical care. Individuals in need of additional response assistance may include those who have disabilities; who live in institutionalized settings; who are elderly; who are children; who are

from diverse cultures; who have limited English proficiency or are non-English speaking; or who are transportation disadvantaged.

Stafford Act: The Robert T. Stafford Disaster Relief and Emergency Assistance Act, P.L. 93-288, as amended. The act describes the programs and processes by which the federal government provides disaster and emergency assistance to state and local governments, tribal nations, eligible private nonprofit organizations, and individuals affected by a declared major disaster or emergency. The Stafford Act covers all hazards, including natural disasters and terrorist events.

Staging Area: Any location in which personnel, supplies, and equipment can be temporarily housed or parked while awaiting operational assignment.

Strategic Airlift: Long-haul, large aircraft originating outside the event area, and after pickup or drop off of their cargo inside the event area, departing the event area.

Tactical Airlift: Short-haul, smaller aircraft operating entirely within the event area.

Tactical Control (TACON): Used in the execution of operations and defined as the detailed and usually local direction and control of movement or maneuvers necessary to accomplish missions or tasks assigned. TACON is subordinate to OPCON.

Temporary Flight Restrictions (TFR): A restriction requested by an agency and put into effect by the FAA in the vicinity of an incident restricting the operation of nonessential aircraft in the airspace around that incident.

Traffic Advisories: Advisories issued to alert pilots to other known or observed air traffic that may be in such proximity to the position or intended route of flight of their aircraft to warrant the pilot's attention. Such advisories may be based on visual observation, observation of radar identified and non-identified aircraft targets on an ATC radar display, or verbal reports from pilots or other facilities.

Unified Coordination Group (UCG): Provides leadership within the JFO. The UCG is comprised of special senior leaders representing state and federal interests, and in certain circumstances tribal governments, local jurisdictions, the private sector, or non-governmental organizations. The UCG typically consists of the Principle federal Official (if designated), Federal Coordinating Officer, State Coordinating Officer, and senior officials from other entities with primary statutory or jurisdictional responsibility and significant operational responsibility of an incident (e.g., the Senior Health Official, DOD representative, or Senior Federal Law Enforcement Official, if assigned). Within the UCG, the Federal Coordinating Officer is the primary Federal Official responsible for coordinating, integrating, and synchronizing federal response agencies.

Urban Search and Rescue (US&R) Task Forces: A framework for structuring local emergency services personnel into integrated disaster response task forces. The 28 National US&R Task Forces, complete with the necessary tools, equipment, skills, and techniques, can be deployed by FEMA to assist state and local governments in rescuing victims of structural collapse incidents or to assist in other search and rescue missions.