

DISASTER PLAN



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CHIEF *of* DEPARTMENT

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DISASTER OPERATIONS PLAN

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SAN FRANCISCO FIRE DEPARTMENT

DISASTER OPERATIONS PLAN

INTRODUCTION

The threat of conflagration, major earthquake, winds of gale force, depleted company strength through extensive response to alarms, storms, floods, loss of water through broken water mains, or other similar extraordinary conditions resulting from natural or accidental causes is ever present. Also, the possibility of enemy bombing by atomic and thermonuclear weapons make it imperative that fire departments formulate plans in order that the effects of such attack may be reduced to a minimum.

Where the normally assigned on-duty firefighting service is extended to cope with these conditions, the remaining available forces are seriously depleted. In addition, the necessity of providing aid and assistance under the precepts of the Emergency Services Act may seriously affect the standard pattern of fire protection. The problem resolves itself to the formulation of a Disaster Operations Plan wherein the most effective use of available personnel and equipment is established.

Every effort has been expended to cover anticipated conditions. However, situations may arise which are not specifically covered under this Plan. To that end, officers and members will be expected to use good judgment and initiative on those occasions where specified directions have not been issued.

It is mandatory that each and every officer and member of the San Francisco Fire Department realize that his obligation to the citizens of San Francisco does not end with the completion of his assigned shift of duty and that he is subject to recall to duty when so ordered by the Chief of Department.

Nothing contained in this Plan is to be interpreted as restricting the authority and responsibility of the Chief of Department in taking whatever action he deems necessary when not inconsistent with Federal, State or Local disaster planning, agreements, or directives.

AUTHORITIES

Authorities establishing the compilation and functioning of this Disaster Operations Plan are listed as follows:

- (a) Laws and Codes, State of California.
 - 1. California Emergency Services Act (Chapter 7 of Division 1 of Title 2 of the Government Code) 1970 Statutes.
 - 2. California Master Mutual Aid Agreement.
 - 3. Section 3211, 92, Labor Code, State of California (Disaster Service Worker).
- (b) Charter, City and County of San Francisco.
- (c) Ordinances, City and County of San Francisco.
- (d) Rules and Regulations, San Francisco Fire Department.

EMERGENCY SERVICES ACT

(Excerpts)

"STATE OF EXTREME EMERGENCY"

"As used in this chapter, 'State of Extreme Emergency' means the duly proclaimed existence of conditions of extreme peril to the safety of persons and property within the State caused by an enemy attack or threatened attack by land, sea, or air, or when upon the advice of the commanding general of this area, such an attack is imminent, an air raid alarm, sabotage, or other cause such as air pollution, fire, flood, storm, epidemic, riot or earthquake, which conditions by reason of their magnitude, are or are likely to be beyond the control of the services, personnel, equipment and facilities of any single county, city and county, or city and require the combined forces of a 'mutual aid region or regions' to combat. 'State of Extreme Emergency' does not include nor does any provision of this chapter apply to any condition resulting from a labor controversy".

"EXISTENCE OF A STATE OF EXTREME EMERGENCY"

"A 'State of Extreme Emergency' exists immediately and without a proclamation thereof by the Governor whenever this State is attacked by an enemy of the United States or upon receipt by the California Office of Emergency Services of a warning from the Air Force or other authorized federal agency indicating that such an enemy attack is probable or imminent. A period of a state of extreme emergency existing as provided in this section shall be ended in the same manner as a state of extreme emergency proclaimed by the Governor." (Sec. 1505.5)

AUTHORITIES

(Continued)

"STATE OF DISASTER"

"As used in this chapter, 'State of Disaster' means the duly proclaimed existence of conditions of extreme peril to the safety of persons and property within the State, caused by such conditions as air pollution, fire, flood, storm, epidemic, riot or earthquake, or other conditions except as a result of war-caused disaster which is beyond the control of the services, personnel, equipment and facilities of any single county, city and county, or city, and require the combined forces of a mutual aid region or regions to combat. 'State of Disaster' does not include nor does any provision of this chapter apply to any condition resulting from a labor controversy." (Sec. 1505)

Disaster Service Worker:

Means any natural person who is registered with a disaster council for the purpose of engaging in disaster service pursuant to the "California Emergency Services Act" without pay or other consideration. "Disaster Service Worker" includes volunteer civil defense workers and public employees and also includes any unregistered person impressed into service during a State of Emergency by a person having authority to command the aid of citizens in the execution of his duties. "Disaster Service Worker" does not include any person registered as an active fire service member of any regularly organized volunteer fire department, having official recognition and full or partial support of the county.

Pursuant to the State Fire and Rescue Emergency Plan, "Disaster Service Workers" shall be recruited and trained to augment the regular fire and rescue forces. They will assist in fighting fires and/or rescuing persons, and save property and perform other duties as required.

Training necessary to engage in such activities is defined as authorized and supervised training carried on in such a manner and by a qualified person as the local disaster council shall prescribe. (Section 3211.92, California Labor Code)

"LOCAL PERIL, LOCAL EMERGENCY OR LOCAL DISASTER"

"As used in this chapter, 'Local Peril', 'Local Emergency' or 'Local Disaster' shall mean the existence of conditions, within the territorial limits of a local agency, in the absence of a duly proclaimed state of extreme emergency or state of disaster, which conditions are a result of an emergency created by great public calamity such as extraordinary fire, flood, storm, epidemic, earthquake or other disaster which is, or is likely to be, beyond the control of the services, personnel, equipment and facilities of that agency, and require the combined forces of other local agencies to combat". (Sec. 1505)

"MUTUAL AID"

"During any State of Extreme Emergency or any State of Disaster when the need arises for outside aid in any county, city and county, or city within the region, such aid shall be rendered in accordance with the mutual aid plans developed on a regional or other basis.

It shall be the duty of local public officials to comply with such plans.

In periods of local peril or emergency, other than a period of a state of disaster or a state of extreme emergency as defined by this chapter, local governmental agencies have full power to exercise mutual aid powers in accordance with local ordinances, resolutions, agreements or plans therefore, and to that end, may, in the California Disaster and Civil Defense Master Mutual Aid Agreement, provide for mutual aid during periods of local peril or emergency." (Sec. 1562)

AUTHORITIES

(Continued)

"MUTUAL AID" (Cont'd)

"Unless otherwise expressly provided by the parties, the responsible local official in whose jurisdiction an incident requiring mutual aid has occurred, shall remain in charge at such incident including the direction of such personnel and equipment provided him through the operation of such mutual aid plans." (Sec. 1564)

"POWERS AND DUTIES OF THE GOVERNOR"

"During the period of a state of extreme emergency, every department, commission, agency, board, officer and employee of the State Government and of every political subdivision, county, city and county, city, public district and public corporation of or in this State, is required to comply with the lawful rules, regulations, and orders of the Governor, made or given within the limits of his authority as provided for herein. Every such officer or employee who refuses or wilfully neglects to obey such rules, regulations or orders of the Governor, or who wilfully resists, delays or obstructs the Governor in the discharge of any of his functions hereunder, is guilty of a misdemeanor. In the event that any such officer or employee shall refuse or wilfully neglect to obey any such rules, regulations or orders, the Governor may by his order, temporarily suspend him from the performance of any and all the rights, obligations and duties of his office for the remainder of the period of the state of extreme emergency, and the Governor may thereupon designate the person who shall carry on the rights, obligations and duties of the office for the duration of such suspension." (Sec. 1584)

CALIFORNIA DISASTER AND CIVIL DEFENSE

MASTER MUTUAL AID AGREEMENT

"The Board of Supervisors of the City and County of San Francisco does, by resolution, hereby approve and agree to abide by said California Disaster and Civil Defense Master Mutual Aid Agreement." (Resolution #11053 4/25/51)

AUTHORITIES

(Continued)

CHARTER, CITY AND COUNTY OF SAN FRANCISCO

Section 3.100. "In case of a public emergency involving or threatening the lives, property or welfare of the citizens, or the property of the city and county, the Mayor shall have the power, and it shall be his duty, to summon, organize, and direct the forces of any department in the city and county in any needed service; to summon, marshal, deputize, or otherwise employ other persons, or to do whatever else he may deem necessary for the purpose of meeting the emergency."

SAN FRANCISCO EMERGENCY SERVICES, GENERAL

(Ordinance No. 4045, City and County of San Francisco)

Section 6. "Officers and employees of the City and County of San Francisco, together with those volunteer forces enrolled to aid them during a disaster, and all groups, organizations and persons who may by agreement or operation of law be charged with duties incident to the protection of life and property in the City and County of San Francisco during such disaster, shall constitute the San Francisco EMERGENCY SERVICES.

RULES AND REGULATIONS, SAN FRANCISCO FIRE DEPARTMENT

CHIEF OF DEPARTMENT, ARTICLE 5.

Section 502. "He shall effect such organization of the department as he deems expedient and shall prescribe the policies and practices essential for its efficient operation. He shall formulate plans designed to prepare the department for operations under emergency or disaster conditions.

Section 506. "In the event of a conflagration requiring the services of more than the available on duty officers and members of the uniformed force of the department, he shall have the full authority to recall the off duty members."

GENERAL RULES, ARTICLE 39.

Section 3928. "Whenever a conflagration, emergency, or disaster requiring the services of more than the available on duty officers and members of the uniformed forces of the department, off duty members must report for duty when summoned by the Chief."
(See P.G. Sec. 3928)

EMERGENCY OPERATING CENTER

The Emergency Operating Center is located at the Fire Department Communications Center at 1003 Turk Street, and will be activated and staffed with those representatives and directors of agencies so required to assist the Mayor to function as Commander of Emergency Services.

The assumption for the following methods of operating the Fire Department during a period of "Emergency" as declared by the Mayor or other competent authority for such a major occurrence as an earthquake envisions that the severity of the occurrence is such that extreme steps requiring the full resources of the City will be put into effect.

The assumption is that the earthquake, or other disaster, is of such magnitude that normal Fire Department procedures will be modified. The service agencies of the City have been instructed to send representatives to Battalion Headquarters to coordinate activities. These representatives will provide assistance to the Battalion Chief in obtaining equipment and services that the Battalion Chief may need in his role as the primary Emergency Services representative in the district.

ASSUMPTIONS

1. San Francisco is vulnerable to conflagrations which may be the result of any of the following:
 - (a) Closely built frame construction and density of population.
 - (b) Extensive waterfront area and shipping facilities.
 - (c) High winds.
 - (d) Major earthquakes, ruptured water mains, and severed communications.
 - (e) Falling aircraft.
2. The storage, use and transportation of natural gas, liquified petroleum products, flammable gases, chemicals, radio-active materials, and hazardous compounds, may through accident or improper handling, create an extensive and serious emergency.
3. San Francisco is vulnerable to an enemy caused disaster which may occur with or without prior warning.
4. Sabotage is an enemy policy and capability.
5. The normal Fire Department personnel and equipment strength is probably insufficient to either contain or suppress fires caused by enemy action; this would be unquestionably so if nuclear weapons were employed.
6. The activation of the Emergency Services Act to render mutual aid and assistance to other cities or communities, may deplete the available personnel, apparatus and equipment necessary to maintain adequate coverage and protection for San Francisco.
7. Extensive illness of department personnel, attaining epidemic proportions, may seriously reduce the available on-duty forces.
8. Off-duty personnel and support reinforcements may be delayed several hours or even days. Available personnel may be the personnel on duty at the time of an extraordinary emergency. In the event of an earthquake or seismic wave, disruption of the communications network, freeway system, the Golden Gate and Bay Bridges, could prevent notification of personnel and/or access to San Francisco. 60% of the San Francisco Fire Department's sworn personnel reside outside of San Francisco City and County, thus possibly limiting the available manpower in an extraordinary emergency.
9. Disorganization of the general public is a very likely factor with which the Fire Department will have to contend.

ASSUMPTIONS

(Continued)

10. In the event of thermo-nuclear attack, Fire Department radiation monitors will be required to establish the degree of radiological danger prior to entry into any area by Fire Department personnel for firefighting operations.
11. Possible damage to the physical facilities, buildings and equipment, in addition to the probability of personnel injury.

RESPONSIBILITY OF THE FIRE DEPARTMENT

DUTIES

- (a) Fire extinguishment and related rescue operations.
- (b) Protection of life and property.
- (c) Participation in Mutual Aid.

FORCES ASSIGNED

- (a) All officers, members, apparatus and equipment of the San Francisco Fire Department.
- (b) All officers, members, and equipment of the San Francisco Fire Reserve.
- (c) Firefighting personnel, apparatus and equipment available through Mutual Aid.

SPECIFIC TASKS

- (a) Alert on-duty personnel.
- (b) Control response to alarms.
- (c) Mobilize specific personnel for preliminary emergency assignment.
- (d) Recall and assign off-duty Fire Department personnel.
- (e) Mobilize and assign Fire Reserve personnel.
- (f) Establish alternates to Communications Center.
- (g) Establish manpower pool.
- (h) Utilize relief apparatus and equipment.
- (i) Make field surveys and establish field commands.
- (j) Render decision as to what areas are to be evacuated because of fire hazard.
- (k) In the event of thermo-nuclear attack, radiation readings shall be reported as directed.
- (l) Obtain necessary welfare for operating forces in the event of extended emergencies.
- (m) Request activation of the San Francisco Emergency Services.
- (n) Request activation of the Emergency Services Act.
- (o) Obtain escort and designate rendezvous locations for apparatus and personnel responding under Mutual Aid.
- (p) Assign Fire Department personnel to responding Mutual Aid forces for guidance and functional supervision.
- (q) Assign specific duties for responding Mutual Aid forces.

RESPONSIBILITY OF THE FIRE DEPARTMENT

(Continued)

- (r) At Headquarters of Fire Department:
 - (1) Establish Public Information Bureau.
 - (2) Disseminate public information by the Emergency Broadcast System (EBS) and RTNDA *Hotline.
 - (3) Establish liaison with Federal, State, Municipal and private agencies.
 - (4) Classify and provide protection for vital communications, records and plans.
- (s) Keep San Francisco Emergency Services informed of current and anticipated conditions.
- (t) Maintain a log of Fire Department activities, usable for post disaster administrative purposes.

ASSISTING AGENCIES

- (a) Personnel, equipment and facilities of:

San Francisco Emergency Services
San Francisco Police Department
San Francisco District & City Attorney
San Francisco Health Department
San Francisco Sheriff's Department
San Francisco Water Department
San Francisco Department of Electricity
San Francisco Department of Public Works
Municipal, public and private utilities
California Highway Patrol
United States Armed Forces
United States Coast Guard
Technical agencies, United States Government
Technical agencies, State of California
Helicopter California National Guard
Helicopter Service, U.S. Army
Helicopter Service, U.S. Coast Guard
Heavy equipment, private corporations and business firms
Tugboat Service, Federal, State and private
Local radio, television and press
Assignments under Emergency Services Act
American Red Cross
Ferry Boat Companies

* Radio, Television, News Directors Association

MILITARY

At the direction of the Governor, State military forces shall assist civil authorities in the protection of life and property from fires; conduct support operations designed to minimize devastation by fire; provide communication, transportation, evacuation and engineering assistance, and personnel and equipment for rescue operations. They will also provide assistance through the use of military equipment, helicopters, ships and surface transports for transportation of off-duty firefighters into the city of San Francisco from surrounding counties when normal access to the city is eliminated.

RECALL PROCEDURES

In the event of an earthquake or other major disaster in San Francisco, the Chief of Department shall order back to duty all off-duty officers, firefighters and other selected personnel of the San Francisco Fire Department. They shall report as soon as possible to:

- (a) their assigned fire station or place of duty.
- (b) the nearest San Francisco fire station.
- (c) a pre-designated staging area for transport.

In the event of a disaster in San Francisco requiring the recall to duty of department members, said members shall be notified by telephone if conditions permit. In the event of an earthquake, it in itself, will serve as notification to be alert for recall. Additionally, information and recall notifications will be broadcast via the Emergency Broadcast System (EBS) which utilizes radio stations KNBR, KCBS and KGO, and will subsequently be broadcast by other radio and TV stations and carried in newspapers as well. Members shall be alert to monitor these sources to receive recall notification and other information. All off-duty personnel shall accept recall notification via the EBS as authoritative confirmation thereof, and shall comply with the provisions of the Disaster Operations Plan relating to return to duty.

The Mayor has signed an emergency water transportation agreement with Harbor Carriers, Incorporated and the Golden Gate Bridge Highway and Transportation District, the purpose of which is to establish a plan of action for transporting city emergency workers (police, firefighters, doctors, nurses, etc.) from Marin County and East Bay points to the city of San Francisco in the event of a catastrophic earthquake. The assistance will commence if the Golden Gate and Oakland Bay Bridges are inoperable and temporarily closed.

The agreement states that if a major earthquake strikes San Francisco, the normal ferry boat operations will be augmented and the boats will report to the usual landing sites in Marin County (Larkspur and Sausalito) and the East Bay (Jack London Square and Berkeley Marina) for pick-up of city workers and medical personnel. The response by the boat companies will be done automatically if the telephones are out and a telephonic request cannot be made.

If transportation is needed to the Marin County or East Bay landing sites, check in with the nearest Fire or Police Station, and transportation will be provided on a space available basis.

Personnel will be transported to the city approximately on an hourly basis to the Ferry Building, Fishermen's Wharf or other designated point. Return transportation for people in the city will be provided on a space available basis. This operation will continue until notification that other forms of land transportation are available. Transportation will be provided upon presentation of department identification card.

Upon arrival in the city, you are directed to report to your place of assignment or nearest fire station.

COMMAND OF SAN FRANCISCO FIRE DEPARTMENT

SUCCESSION OF COMMAND

The SUCCESSION OF COMMAND (normal channels of rising or descending levels of authority in administrative application) for fire suppression purposes in the field is limited to those officers assigned to the fire suppression force in order of presence at the scene of fire or other emergency, as follows:

1. Chief of Department
2. Deputy Chief of Department
3. Assistant Deputy Chief of Department
4. Senior Division Chief present
5. Senior Battalion Chief present
6. Senior Captain present
7. Senior Lieutenant present
8. Senior Firefighter present

Other officers or superiors assigned to Operations and those normally assigned or attached to Division or Bureau of the Administration and Support Services, will not assume field command of fire suppression forces except under specific and authorized direction of the Chief of Department. The relationship of temporary and acting officers is outlined in Article 28 of the Rules and Regulations.

ACTIVATION

The receipt of any of the notifications hereinafter described, activates that part of this Disaster Operations Plan which is pertinent thereto.

The notifications shall be transmitted as directed by the Chief of Department. Ordinarily, they shall be transmitted over the Fire Department Computer Dispatch-Voice Announce and Radio System. Fire Department Voice Announce and Radio System shall broadcast these notifications at required intervals.

The requirements of any notification activated under this plan automatically supersedes any conflicting provisions between the Assignment Rules and this Plan.

The notifications transmitted will be broadcast via the Emergency Broadcast System (EBS) utilizing radio stations KNBR, KCBS, and KGO, and will be subsequently broadcast by other radio stations, television stations and carried in the local newspapers.

All off-duty personnel shall accept such notification as authoritative confirmation thereof, and shall comply with the provisions of this Plan relating to return to duty.

The RTNDA *Hotline shall be activated at the Fire Department Communications Center at the direction of the Chief of Department. Messages transmitted over the RTNDA Hotline shall be as directed by the Chief of Department and/or as prescribed by Chief of Department policy previously established.

* Radio, Television, News Directors Association

STRATEGIC WARNING

In particular circumstances it might be possible for the Federal Government to disseminate information of an impending attack in sufficient time to enable localities to initiate a coordinated dispersal of people from danger zones to support areas. Such STRATEGIC WARNING will not be disseminated by the established Civil Defense Siren warning system or Fire Department communications system, but will be transmitted by public television and radio station or other means of public communication. A "State of Extreme Emergency" will be proclaimed. (See Page #1, Sections (R) on Emergency Services Act.)

This warning may come a matter of days or weeks prior to actual attack when, because of intelligence reports or of the international situation, there is reason to believe the danger of hostilities is acute. This warning would originate with the Federal authorities and would be disseminated by such means as circumstances might require.

The action taken by the Fire Department on receipt of STRATEGIC WARNING would be largely determined by the actual nature and urgency of the message from the Federal authorities and the recommendations of the State. Consideration would also be given to relocation of personnel and equipment.

The Chief of Department will alter Fire Department operations in relation to the current situation or changing conditions.

DISASTER OPERATIONS PLAN NOTIFICATIONS

Modified Assignment Notification

Specified Personnel Recall Notification -- Phase 1

Specified Personnel Recall Notification -- Phase 2

Emergency Duty Recall Notification -- Phase 1

Emergency Duty Recall Notification -- Phase 2

Emergency Operation Center Notification

Take Cover Notification

EACH NOTIFICATION OF THIS PLAN SHALL PUT INTO EFFECT CERTAIN EMERGENCY MEASURES. EACH NOTIFICATION SHALL BE TRANSMITTED AS REQUIRED AND IN NO CASE SHALL ANY ONE NOTIFICATION AUTOMATICALLY PUT INTO EFFECT ANY OTHER NOTIFICATION. NOTIFICATIONS TRANSMITTED SHALL REMAIN IN EFFECT UNTIL DESIGNATED AS OUT OF SERVICE BY THE SAN FRANCISCO FIRE DEPARTMENT COMMUNICATIONS CENTER.

DISASTER OPERATIONS PLAN NOTIFICATIONS

MODIFIED ASSIGNMENT NOTIFICATION

This notification shall alert forces to suspend all routine activities which would interfere with the immediate assignment to or functioning of emergency duties, and modify response to alarms as follows:

FIRST ALARM: First available Battalion Chief
2 Engines
1 Truck
1 Fireboat (if assigned)

At his discretion, a Division Chief may respond in place of a Battalion Chief by ordering the recall of the Battalion Chief and placing himself out of service 3-3.

SECOND OR GREATER ALARM: 1 Division Chief (1) (2)
3 Engines
1 Truck
1 Fireboat (if assigned)

- (1) Where no Division Chief is available, the first available Battalion Chief shall respond.
- (2) When a Division Chief has recalled the Battalion Chief on a first alarm response, one Battalion Chief shall respond to each greater alarm.

NOTE:- The response of Division Chiefs at incidents involving greater alarms, shall be limited to one Division Chief.

VICINITY BOXES: 1 Engine Company only.

SPECIAL CALL: All companies or units other than Chiefs, Engines, Trucks, or Fireboat companies, shall respond by Special Call only.

COVER-IN: All automatic cover-in is discontinued. Necessary relocation shall be as directed by the Communications Center. Companies or units that have covered prior to modified assignment notifications, shall remain thereat until relieved by the regularly assigned company or unit or until otherwise directed by the Communications Center.

UNIT DISPATCHES: Battalion Chiefs are not required to respond to unit dispatches but may do so at their discretion. In the absence of a responding Battalion Chief, Company Officers shall assume necessary initiative and obtain information for Fire Reports.

GENERAL: EXCEPT AS HEREIN MODIFIED, RESPONSE AND OPERATIONS SHALL BE GOVERNED BY THE ~~ASSIGNMENT RULES AND MANUAL OF RADIO PROCEDURE.~~ COMMUNICATIONS MANUAL.

DISASTER OPERATIONS PLAN NOTIFICATIONS

GENERAL

Officers, members, and employees, while on leave of absence, sick or disability leave, or vacation, are exempt from any of the provisions of the Recall System.

SPECIFIED PERSONNEL RECALL NOTIFICATION -- PHASE 1

This notification recalls to duty specified personnel of the Suppression Force due to report for duty on the following watch for preliminary emergency assignments. Also, specified members of the Support Service,

SPECIFIED PERSONNEL RECALL NOTIFICATION -- PHASE 2

This notification recalls to duty specified personnel of the Suppression Force who are not required to respond on the Specified Personnel Recall - Phase 1 Notification.

EMERGENCY DUTY RECALL NOTIFICATION -- PHASE 1

This notification recalls to duty all company members of the Suppression Force due to report for duty on the following watch. Also, specified members of the Support Service.

EMERGENCY DUTY RECALL NOTIFICATION -- PHASE 2

This notification recalls to duty all off-duty personnel of the Fire Department.

EMERGENCY OPERATING CENTER NOTIFICATION

This notification staffs the Emergency Operating Center with such Fire Department personnel as designated in this Plan.

TAKE COVER NOTIFICATION

All personnel unless otherwise specified in this Plan, shall immediately take the best available cover upon receipt of this notification.

CHIEF OF DEPARTMENT

ASSIGNMENT

All Notifications

Assignment at large

DUTIES

- (a) Evaluate situation and render command decisions.
- (b) Maintain complete supervision of Department operations.
- (c) Establish Fire Department Command Headquarters at the Emergency Operating Center or any place he may deem necessary to cope with existing conditions.
- (d) Maintain liaison with other city departments and with the San Francisco Office of Emergency Services.
- (e) Maintain contact with Regional Fire Coordinator or Director of San Francisco Office of Emergency Services for activation of Mutual Aid as required.
- (f) Request Mayor to declare "a local emergency" to exist as conditions may require.
- (g) Relocate or disperse personnel and equipment as required.

DEPUTY CHIEF OF DEPARTMENT

ASSIGNMENT

All Notifications As directed by the Chief of Department

DUTIES

- (a) In the absence of the Chief of Department, he shall assume the Command, duties and responsibilities of the Chief.

ASSISTANT DEPUTY CHIEF OF DEPARTMENT

ASSIGNMENT

All Notifications

As directed by the Chief of Department

DUTIES

- (a) Shall coordinate activities of the Support Services.
- (b) In the absence of the Chief of Department and the Deputy Chief of Operations, the Assistant Deputy Chief shall assume the command duties and responsibilities of the Chief of Department.
- (c) Disseminate authorized Public Information as directed.
- (d) Act as a liaison officer with Federal, State and Municipal agencies when required.
- (e) Provide protection for vital Department records, communications and plans.
- (f) Maintain contact with the Communications Center.
- (g) Procure legal advice on matters pertaining to emergency operations and procedures when required.

OFFICE, FIRE COMMISSION

SECRETARY, FIRE COMMISSION

ASSIGNMENT

Modified Assignment (on duty only) Headquarters, Fire Commission

Specified Personnel Recall through Take Cover Notification

(on or off duty) As directed by President,
Fire Commission

DUTIES

Modified Assignment

- (a) Standby alert
- (b) Notify members of Fire Commission

Specified Personnel Recall Phase 1 through Take Cover Notification

- (a) Perform duties and functions as directed by President,
Fire Commission

FIRE SUPPRESSION

DIVISION CHIEFS

ASSIGNMENT, ON DUTY

- (a) To their assigned division headquarters.

ASSIGNMENT, OFF DUTY

- (a) To their assigned division headquarters.

TAKE COVER NOTIFICATION

- (a) Take cover.

Emergency Duty Recall - Phase 1 and/or Phase 2

If a major earthquake strikes San Francisco, and if the Oakland Bay Bridge and the Golden Gate Bridge are closed to traffic, Harbor Carriers, Incorporated and the Golden Gate Bridge Highway and Transportation District will provide ferry boat transportation for city emergency workers (police officers, firefighters, doctors, nurses, etc.) from the East Bay and Marin County to San Francisco.

Ferry boats will leave hourly from Jack London Square, the Berkeley Marina, Larkspur Landing, Sausalito, and Tiburon, bound for the Ferry Building. Firefighters notified to report for work should respond to the nearest ferry boarding point and display proper Department identification. If transportation is needed to the boarding point, check in with the nearest fire or police station. Transportation will be provided on a space available basis.

This service will commence automatically if telephone communication is not possible.

Return transportation to the East Bay and Marin County will be provided on a space available basis.