

## HOW TO USE THIS PLAN:

### **IN AN EMERGENCY:**

1. If you are responding to an incident involving HazMat/CBRNE materials, turn immediately to the colored pages in **Section III** for Initial Response Actions, Emergency Numbers, and other quick reference material.
2. If you have the accompanying CD and access to a computer, open Sections III and IV on your computer and use their respective Tables of Contents to electronically navigate your way to the appropriate reference documents and information on the disk.

### **Plan Organization**

This plan is organized around four primary sections:

- **Section I: Administrative Data** addresses those administrative components that form the overall foundation and ensure the continuity and functionality of the plan as a whole.
- **Section II: Incident Management System (IMS)** is a major component of the plan and is considered to be vitally important to all operations regardless of the size of the incident or the duration of the event.
- **Section III: Emergency Response** addresses those items that are critically important to emergency responders at the onset of an incident or event that threatens the public safety or health of the community.
- **Section IV: Resources and Information** provides emergency responders with the appropriate reference materials and information necessary for the mitigation of an incident or event in an easy to use electronic format.

Although this manual is designed to be used in stand-alone, hardcopy format, the ideal situation for its use is to have the hardcopy, the accompanying CD, and a computer with Internet access. This will allow the user to utilize this plan to its full potential.

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