

SELECTMEN (cont.)

ALERT

NOTE TIME

1. Receive notification from RCDC via pocket voice pager. _____
2. Receive notification Police Officer On Duty or On Call via phone, pager or runner. If the Police Officer On Duty or On Call is unavailable, the Emergency Management Director will make this notification. Give Police Officer exact information as to how you can best be contacted. _____
3. If notification from Police Officer On Duty or On Call or Emergency Management Director is not received within 15 minutes, attempt to contact them. If unable to do so, implement the notification sequence outlined for the Police Officer On Duty or On Call. _____
4. Verify with the Emergency Management Director that the EOC will be opened to provide access for key staff with emergency responsibilities. _____
5. Report to the Emergency Operations Center (EOC) in the Fire Station and initiate Form 120Q, Emergency Log Sheet. _____
6. Request the Emergency Management Director obtain an current event status from NHOEM. If the Emergency Management Director is unavailable to obtain the status, information should come from NHOEM by telephone over the Emergency Management Radio located at the Kensington EOC (use Form 300E, Local Liaison/Communications Status Form for status reports from NHOEM). _____
7. Consult with other key town officials and determine of further action should be taken. _____

SELECTMEN (cont.)

ALERT

NOTE TIME

8. If you decide to fully activate the EOC, inform the Police Officer On Duty or On Call, or other town officials that need to be notified. _____

9. Review procedures for SITE AREA EMERGENCY and GENERAL EMERGENCY. _____

10. If no further action is deemed necessary, stand by for notice of escalation or termination of event. _____

SELECTMEN (cont.)

SITE AREA EMERGENCY and GENERAL EMERGENCY

NOTE TIME

NOTE

Upon verification of a SITE AREA EMERGENCY or GENERAL EMERGENCY the State will activate or order the activation of the Public Alert and Notification System (PANS).

1. Receive notification from RCDC pocket voice pager. _____

2. Receive notification from Police Officer On Duty or On Call via phone, pager or runner. If the Police Officer On Duty or On Call is unavailable, the Emergency Management Director will make this notification. _____

3. Instruct the Police Officer On Duty or On Call to notify the appropriate individuals on the Kensington Emergency Call List to report to the EOC in the Fire Station. Inform the Police Officer On Duty or On Call if there are other officials or support personnel that need to be notified. _____

4. If notification from Police Officer On Duty or On Call, or the Emergency Management is not received within 15 minutes, attempt to contact them. If unable to do so, implement the notification sequence outlined for the Police Officer On Duty or On Call. _____