



EAPs and FEMA 64

Emergency management responsibilities

What do emergency managers need to know from this federal publication?

In Kansas, the K.A.R. 5-40-73 regulation requires owners of a hazard class C dam to create and maintain an emergency action plan that meets the recommendations of the “federal guidelines for dam safety: emergency action planning for dam owners,” which is the *Federal Guidelines for Dam Safety: Emergency Action Planning for Dam Owners* (FEMA 64) that covers basic considerations for preparing an EAP, the six basic elements of an EAP, and an EAP’s suggested format. Because emergency management in each Kansas county monitors dam safety, these key points in FEMA 64 are offered that apply to emergency management.

The dam owner is responsible for the development of the EAP. However, the development or revision of an EAP must be done in coordination with those having emergency management responsibilities at the state and local levels. EAPs generally contain six basic elements:

- Notification Flowchart
- Emergency Detection, Evaluation, and Classification
- Responsibilities
- Preparedness
- Inundation Maps
- Appendices

The EAP should contain a discussion of provisions for surveillance, detection, and evaluation of an emergency situation and should clearly indicate that the EAP can be implemented in a timely manner. When a dam is not continuously attended and dam failure or operational releases would endanger human life or cause significant property damage, it is imperative that procedures be developed to identify conditions requiring emergency actions, and to promptly alert emergency management officials responsible for warning and evacuation of residents who would be affected in the event of an emergency at the dam.

All emergency management officials should be offered the complete EAP. However, it may be left to their discretion to decide whether they want to receive a copy of the complete EAP (basic EAP + Appendices) or the basic EAP.

Those who elect to receive the basic EAP should understand that if it does not provide sufficient information for them to perform their functions, they should obtain the complete EAP.

Emergency management agencies will use the information in a dam owner's EAP to facilitate the implementation of their responsibilities. State and local emergency management authorities generally have some type of plan in place, either a Local Emergency Operations Plan or a Warning and Evacuation Plan.

A determination of responsibility for EAP-related tasks must be made during the development of the plan. Dam owners are responsible for developing, maintaining, and implementing the EAP. State and local emergency management officials having statutory obligation are responsible for warning and evacuation within affected areas.

Coordination with state and local emergency management officials at appropriate levels of management

responsible for warning and evacuation of the public is essential to ensure that there is agreement on their individual and group responsibilities. Participation in the preparation of the EAP will enhance their confidence in the EAP and in the accuracy of its components. Coordination will provide opportunities for discussion and determination of the order in which public officials would be notified, backup personnel, alternate means of communication, and special procedures for nighttime, holidays, and weekends.

The classification system indicates the urgency of the emergency condition. Emergency classifications should use terms agreed to by the dam owner and emergency management officials during the planning process, in order for the system to work and to ensure organizations understand terminology and respond appropriately to the event.

Evacuation planning and implementation are the responsibility of the state and local officials who are responsible for the safety of the public who live in areas that would be inundated by failure of a dam or flood releases. The dam owner should not usurp the responsibility of the local authorities responsible for evacuation. However, there may be situations where recreational facilities, campgrounds, or residences may be located below a dam where local authorities would not be able to issue a timely warning. In such cases, the dam owner should coordinate with local emergency management officials to determine who will warn these people and in what priority.

Key personnel from state and local emergency management agencies should be encouraged to participate in any training and exercises of the EAP whenever possible and as appropriate. For example, the dam owner will use the notification flowchart to issue its emergency warning to the appropriate officials in a prioritized order. Similarly, the emergency management officials will use the flowchart to contact other officials or the dam owner, as needed, throughout the emergency. As a second example, both the dam owner and the emergency management officials will use the inundation maps extensively in fulfilling their responsibilities.

The news media, including radio, television, and newspapers, should be utilized to the extent available and appropriate. Use of news media should be preplanned to the extent possible by the dam owner or emergency management officials. Notification to the news media may be by the dam owner or emergency management officials depending on the type of emergency.

Warning and evacuation planning are the responsibilities of local authorities who have the statutory obligation. Under the EAP, the dam owner is responsible for notifying the appropriate emergency management officials when flooding is anticipated, or a failure is imminent or has occurred.

A person should also be responsible for declaring that the emergency at the dam is terminated. The applicable state or local emergency management officials are responsible for termination of the disaster response activities.

This information was adapted from *Federal Guidelines for Dam Safety: Emergency Action Planning for Dam Owners* (FEMA 64).