

BASIC WORKSHOP IN EMERGENCY MANAGEMENT

UNIT 8 CONCLUSION



(REV - 10/01)

UNIT 8 CONCLUSION

OBJECTIVES - At the conclusion of this unit the participant will be able to:

1. List the major topics covered in this course;
 2. Explain the concepts covered in each unit and how they apply in the emergency management setting; and
 3. Describe the primary premise for this course.
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SCOPE

- C Summary of course topics
 - C Question and answer session
 - C Final examination (100 points)
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TEACHING METHODS - The instructor will open this unit with a brief re-cap of the major topics covered during this course. Through structured discussion questions, the instructor will ensure that participants understand the information to be presented on the final examination. Then the participants will take a 20-question multiple choice test. After the students have finished, the Instructor will review the test, giving the correct answers. Each question on the exam is worth 5 points, for a total of 100 points for the examination. After participants have completed the examination, the instructor will review it with the class. All test scores will be recorded by the instructor and submitted to the Training and Program Support Bureau through the Regional Office. Participant evaluation forms will be collected and Certificates handed out.

BASIC WORKSHOP FINAL EXAM

1. **Under what legal authority was the Office of Emergency Management established?**
 - A. Directive 101
 - B. Executive Order 101
 - C. The Civil Defense and Disaster Control Act

2. **Under what State law does the Office of Emergency Management operate?**
 - A. The Executive Reorganization Act of 1969
 - B. The Civil Defense and Disaster Control Act
 - C. Directive 100

3. **What is the purpose of the Act described above?**
 - A. To transfer the functions, powers and duties of the Office of Civilian Defense Director from the Department of Defense to the Department of Law and Public Safety
 - B. To protect the health, safety, and welfare of the people of the state.
 - C. To employ all available resources of the state government and of each political subdivision of the state.

4. **What is the definition of a “disaster”?**
 - A. Any disaster within state from enemy attack of imminent danger thereof.
 - B. An unusual incident, natural or unnatural which endangers the health, safety or resources of residents of one or more municipalities.
 - C. Any disaster, natural or unnatural, other than enemy attack, limited to the extent that the action by the governor is not required.

5. **What is the definition of an “emergency”?**
 - A. Any type of catastrophe which requires Federal emergency assistance.
 - B. An occurrence of a severity and magnitude that normally results in deaths, injuries, and property damage and that cannot be managed through the routine procedures and resources of government.
 - C. A disaster occurrence or situation which seriously threatens loss of life and damage to property.

6. **What are the responsibilities of public officials to the governor during an emergency?**
- A. Every public official, regardless of capacity, shall cooperate with the Governor and his/her director in all matters affecting any emergency.
 - B. Shall be responsible for planning, activating, coordinating and the conduct of disaster control operations within the municipality.
 - C. Shall notify the LEPC members of the emergency.
7. **Which municipalities or counties are required to have an Emergency Management Coordinator and at least one deputy?**
- A. All municipalities and counties.
 - B. None
 - C. Only some, depending on the situation
8. **What public official is empowered to proclaim a State of Local emergency?**
- A. The Mayor
 - B. The Emergency Management Coordinator
 - C. The Deputy Emergency Management Coordinator
9. **What orders can be issued and enforced in connection with a local proclamation?**
- A. Such orders as may be necessary to implement and carry out OEM operations and to protect the health, safety, and resources of the residents of the municipality.
 - B. Public Evacuation, Road closings, commandeering of public vehicles.
 - C. There are no orders that can be issued, only laws.
10. **What is the law regarding the local Emergency Management Council?**
- A. This is no such law.
 - B. Every municipality shall have a LEPC not more than 15 members which are appointed by the mayor.
 - C. Every municipality may choose to have an LEPC which is comprised of people who are directly responsible for providing resources.

11. **Who is in charge of an emergency scene involving a fire?**
- A. The Police Chief
 - B. The Emergency Management Coordinator
 - C. The Fire Chief
 - D. The Mayor
12. **Who is in charge of an emergency involving non-flammable, toxic materials?**
- A. The Police Chief
 - B. The Fire Chief
 - C. The Haz-Mat Coordinator
 - D. The Mayor
13. **What factors must be considered before an evacuation is ordered?**
- A. Public Safety
 - B. Liability Issues
 - C. No factors need to be considered
14. **Who is responsible for documentation of actions, damages, and expenses as proof for later reimbursement or legal action?**
- A. The person responsible for that annex.
 - B. The Emergency Management coordinator
 - C. The Damage Assessment Coordinator
15. **What is the penalty for violation of the Disaster Control Act?**
- A. A fine of not more than \$1000.00 or not more than five years in jail.
 - B. A fine of not more than \$1000.00 or not more than six months in jail.
 - C. A fine of not more than \$500.00 or not more than six months in jail.
16. **Who besides the Emergency Management Coordinator has the legal authority to declare an emergency?**
- A. The Mayor
 - B. The Deputy Coordinator
 - C. No one
 - D. The LEPC members

17. **What is the difference between Comprehensive Emergency Management and Integrated Emergency Management?**
- A. CEMS is something that can be done before and after a hazard strikes; mitigation, preparedness, response, and recovery whereas IEMS places emphasis on basic preparedness capabilities; warning, shelter, evacuation etc.
 - B. CEMS is mitigation, response, recovery, and planning, IEMS encompasses all of these phases.
 - C. IEMS is the same as CEMS, there are no differences.
18. **Of the four phases concerning emergency management, i.e., mitigation, preparedness, response, and recovery, which is the one most stressed?**
- A. Response
 - B. Recovery
 - C. Preparedness
 - D. Mitigation
19. **Who is authorized to activate the Emergency Broadcast System?**
- A. The Local Emergency Management Coordinator
 - B. The Mayor
 - C. The County Emergency Management Coordinator
 - D. Any member of the LEPC
20. **What is an EOP?**
- A. A formal document that describes the how resources will be used.
 - B. A formal document that describes the municipality, responsibilities, capabilities and procedures of it's county and/or municipality in responding to an emergency.
 - C. A legal document used for lawyers.

BIBLIOGRAPHY

1. Drabek, Thomas E. and Gerard J. Hoetmer. *Emergency Management Principals and Practice for Local Government*. International City Management Association. 1991
2. *Hope for the Best...But Plan for the Worst*. NFPA Journal. July/August 1995
3. Pagano, Clinton L. *Emergency Management. Is Your Community Prepared?* Conferenec Quarterly. 1990
4. *A Preparedness Guide*, American Red Cross, U.S. Department of Commerce, National Oceanic and Atmospheric Administration, National Weather Service.
5. *NJSP-OEM Disaster Recovery Field Manual*, New Jersey Office of Emergency Management, October 29, 1991

ADDITIONAL READING

NJOEM COLLECTION AT THE NEW JERSEY STATE LIBRARY

Available through inter-library loan

www.state.nj.us

BUSINESS:

Disaster Survival Planning : A Practical Guide for Businesses

Bell, Judy Kay.

c1991

Industrial management.

Earthquake Preparedness Training For Business [kit]

Bay Area Regional Earthquake Preparedness Project

1990

Earthquakes -- Planning.

Emergency Planning and Management : Ensuring Your Company's Survival in the Event of a Disaster

Stringfield, William H.

1995

Essential Guide To Managing Corporate Crises: A Step By Step Handbook For Surviving Major Catastrophes

Mitroff, Ian I.; Pearson, Christine M.; Harrington, L. Katherine

1996

How to Prepare For An Earthquake : A Guide For Businesses

McCann, John P.

c1990

Lessons From Disaster : How Organizations Have No Memory and Accidents Recur

Kletz, Trevor A.

c1993

Industrial accidents.

Chemical industry -- Accidents.

Total Contingency Planning for Disasters : Managing Risk- Minimizing Loss- Ensuring Business Continuity

Myers, Kenneth N.

c1993

Crisis management.

Electronic data processing -- Backup processing alternatives.

DATA PROTECTION:

Data Processing Facilities : Guidelines for Earthquake Hazard Mitigation

Fims, Inc.; VSP Associates

1987

Data processing service centers.

Earthquake engineering.

Earthquake resistant design.

Disaster Recovery Testing : Exercising Your Contingency Plan

Rothstein, Philip Jan

c1994

Electronic data processing departments Security measures -- Testing.

Data recovery (Computer science) -- Testing.

Disaster Response and Prevention For Computers and Data

Kahn, Miriam B.

c1994

Computer files -- Conservation and restoration -- Handbooks, manuals, etc.

Library materials -- Conservation and restoration -- Handbooks, manuals, etc.

First Steps for Handling & Drying Water-Damaged Materials

MBK Consulting

c1994

Library materials -- Conservation and restoration -- Handbooks, manuals, etc.

Guideline, Magnetic Diskette Recovery Procedures

Conyers, Di
c1987
Magnetic disks -- Maintenance and repair.

Protection and Security On the Information Superhighway

Cohen, Frederick B.
c1995
Computer security; Data Protection
Computer networks -- Security measures

Terminal Disasters : Computer Applications in Emergency Management

Marston, Sallie A.
1986
Civil defense ; Disaster Relief--
Data processing; Automation

DISASTER MEDICINE:

A Disaster Survival Guide

Igram, Cass.
c1992
Disaster Medicine

**Community Medical Disaster Planning and Evaluation Guide :
An Interrogatory Format**

Auf der Heide, Erik
1995

**Disasters & Disaster Planning : Medical Subject Analysis With Research
Bibliography**

American Health Research Institute
c1987
Disaster medicine -- Bibliography--Periodicals--Indexes

Emergency Care in the Streets

Caroline, Nancy L.
c1991
Medical emergencies.

Establishing A Mass Casualty Management System

Pan American Health Organization
c1995
Disaster medicine.
Emergency medical services.

INTERNET RESOURCES

- New Jersey Office of Emergency Management (www.state.nj.us/njoem)
- New Jersey State Home Page - (state.nj.us)
- New Jersey State Police - (njsp.org)
- Federal Emergency Management Agency (fema.gov)
- National Weather Service (weather.gov)
- National Weather Service Mt. Holly Office nws.noaa.gov/er/phi/indextest.html
- National Weather Service Upton New York Office noaa.gov/er/okx/#index.html#
- American Red Cross (redcross.org)
- Salvation Army - (salvationarmy-usaeast.org)
- Voluntary Organizations Active in Disaster (nvoad.org)
- Institute for Business and Home Safety (ibhs.org)
- National Flood Insurance Program (fema.gov/nfip/libfacts.htm)
- Natural Hazards Observer (www.colorado.edu/hazards)
- National Emergency Management Association (nemaweb.org)
- CBS News Disaster Links
(cbsnews.com/network/htdocs/digitaldan/disaster/disasters.htm)
- NJ Emergency Management Association (njema.org)
- Presidential Task Force on Employment for Persons with Disabilities
(Emergency Preparedness Page) -
cbsnews.com/network/htdocs/digitaldan/disaster/disasters.htm
- State Offices of Emergency Management -
(http://www.gsfc.nasa.gov/ndrd/disaster/links/Organizations/State_Offices_of_Emergency_Services)
- The New Jersey Statutes Annotated - www.njleg.state.nj.us/html/statutes.htm
- Thomas Edison State College - www.tesc.edu

NJ EMERGENCY MANAGEMENT VIDEO

“When Disaster Strikes New Jersey.” 15 minutes, c. 2000. Produced by New Jersey Network and the NJ Office of Emergency Management with funding from the Federal Emergency Management Agency. Provides an overview of New Jersey’s emergency management programs. For a free copy call the NJOEM Field Training Unit at 609-882-2000, ext. 6457.