THE BEGINNING STAGES OF AN EMERGENCY

The SECC is always “activated” at Level One and staffed with personnel from the DHS&EM Operations/Response Unit. During the early stages of an emergency, the Response Unit provides technical guidance and logistical support to the impacted community while coordinating with other state, federal, private non-profit and volunteer agencies to address response and immediate relief needs.

Upon notification of an emergency or disaster, the SECC contacts community. The SECC will verify/confirm the need for assistance and obtain as much situational awareness as possible. The information along with community background data, maps and other information will be used to brief DHS&EM Leadership.

If normal communication pathways to the community are impaired, unreliable, or out-of-service, the SECC will try to establish a communication link by an alternate method.

The SECC will also compile as much incident and background community/area information as possible to better orient the staff to the community situation. A good source for background community data is found at Division of Community Affairs (DCRA) community database at: [http://www.commerce.state.ak.us/dca/commdb/ CF\_BLOCK.htm](http://www.commerce.state.ak.us/dca/commdb/%20CF_BLOCK.htm).

This community information will also be used to prepare an initial briefing form (ICS 201) – which will serve as the foundation for future Incident Action Plans when the SECC is fully activated. An ICS 201 form with completed examples is provided in Appendix E. This information will also be used to fill out an initial damage assessment report, a good starting point for identifying community priority needs and resource requests. These forms are shown on pages 15 - 20.

**BASIC QUESTIONS**

The SECC will first seek answers to the following basic question to obtain situational awareness:

1. What happened?
2. When did it happen?
3. Where did it happen?
4. What was the cause?
5. What population is affected?
6. How are they affected?
7. How long will they be affected?
8. How many dead?
9. How many injured?
10. How many missing
11. What is the extent of damage?
12. What is the current impact on local govt?
13. How did we learn of this incident?
14. When did we respond?
15. Who is in field command?
16. What has been done so far?
17. What is the status of the local response?
18. What is the long-term situation?
19. What is the short-term situation?
20. Has mutual or outside aid been requested?
21. What are the initial PIO needs?
22. What is the short-term plan?
23. What is the long-term plan?
24. What executive actions or decisions are needed?
25. What is our briefing schedule?