

# Borough of Upper Saddle River

## emergency operations plan

The Sept. 11 terrorist attacks have prompted new emphasis on emergency planning by communities, businesses and organizations. It has even generated the establishment of a Federal cabinet-level department focusing on the protection of Americans against terrorist attacks, the Department of Homeland Security. The State of New Jersey has likewise created a department to deal with Counter Terrorism.

As good as federal, state, and local governments and organizations are at planning for emergencies and keeping people safe, they can't do it alone.

Citizens within the community must make their own personal emergency action plans so they know what to do, whether for a terrorist attack, a hurricane, or a fire, "It's wise to plan ahead for emergencies. Make an emergency kit with items such as food and water, and ensure you're informed on what to do in different kinds of disasters."

The U.S. Department of Homeland Security's Ready.Gov Web site, [www.ready.gov](http://www.ready.gov), says it's important to think about the places where you and your family spend time, such as school, work, gym and daycare — and know about their emergency plans. Find out how they will communicate with families and others during an emergency. Then create your own plan.

The American Red Cross has information for individuals and families' emergency planning based on the Homeland Security Advisory System. Their brochure, "Your Family Disaster Plan," available on their Web site, [www.redcross.org/services/disaster/beprepared/familyplan.html](http://www.redcross.org/services/disaster/beprepared/familyplan.html), is a basic "how to" on putting together a plan. Some basic ideas are listed below.

- Discuss the types of disasters that could occur.
- Explain how to prepare and respond.
- Discuss what to do if advised to evacuate.
- Discuss what to do with pets.
- Draw a floor plan of your home. Mark two escape routes from each room.
- Post emergency telephone numbers near telephones.
- Prepare a *Go Bag*. Each household member's Go Bag should be packed in a sturdy, easy-to-carry container such as a back pack or suitcase on wheels, and should be easily accessible if you have to leave your home in a hurry. Make sure it is ready to go at all times of the year.

### Go Bag Checklist

- Copy of your important documents in a waterproof and portable container (insurance cards, birth certificates, deeds, photo IDs, etc.).
- Extra set of car and house keys.
- A small regional map.
- Credit and ATM cards and cash, especially in small denominations.
- We recommend you keep at least \$50-\$100 on hand.
- Bottled water and non-perishable food such as energy or granola bars.
- Flashlight, battery-operated AM/FM radio and extra batteries. You can also buy wind-up radios that do not require batteries at retail stores.
- Medication for at least one week and other essential personal items. Be sure to change medications before they expire. Keep a list of the medications each member of your household takes and their dosages, or copies of all your prescription slips.
- First aid kit.
- Sturdy, comfortable shoes, lightweight raingear and a mylar blanket.
- Contact and meeting place information for your household.
- Child care supplies or other special care items.

### Other Planning Steps

Know how to contact each other. If local telephone systems are down, it may be easier to contact out-of-town friends of family members who can then communicate with the separated family members. Family members should carry telephone numbers, a cell phone, a pre-paid calling card or change for a pay telephone.

Know how and where to get emergency information. Find out what kinds of disasters are most likely to occur in your area and how you will be notified. One common method is emergency radio or TV broadcast and the Department of Homeland Security. The current threat level is a good barometer to be used in your personal planning.

There are five Threat Conditions, each identified by a description and corresponding color. From lowest to highest, the levels are:



The higher the Threat Condition, the greater the risk of a terrorist attack. Risk includes both the probability of an attack occurring and its potential gravity. Threat Conditions may be assigned for the entire Nation, or they may be set for a particular geographic area or industrial sector. Assigned Threat Conditions shall be reviewed at regular intervals to determine whether adjustments are warranted.

### 1. Get the Facts

While terrorist attacks with chemical, biological or nuclear agents are possible, the likelihood of their use is not high.

- Chemical agents are poisonous gases, liquids or solids. They are difficult to manufacture and to deliver in quantity. For example, the Pentagon estimates that a ton of sarin would be necessary to produce 10,000 casualties.
- Biological agents are organisms or toxins that have illness-producing effects. Again, they are difficult to manufacture and to deliver. Aum Shinrikyo, with millions in funding and sophisticated staff, was unable to produce a biological weapon after five years of trying.
- Nuclear agents are substances that generate harmful radiation. Nuclear devices and materials are closely monitored and difficult to obtain.
- The preferred terrorist weapon of choice continues to be conventional explosives. They can be easily manufactured and transported, as we saw in the Oklahoma City bombing. Fortunately, good physical security practices and public awareness can help prevent this type of attack.

### 2. Accept Responsibility for Your Own Actions

An aware and informed public is our best defense against terrorism. We must all do our part to keep our community safe. Terrorism is a crime and crime strategies work very well.

These include:

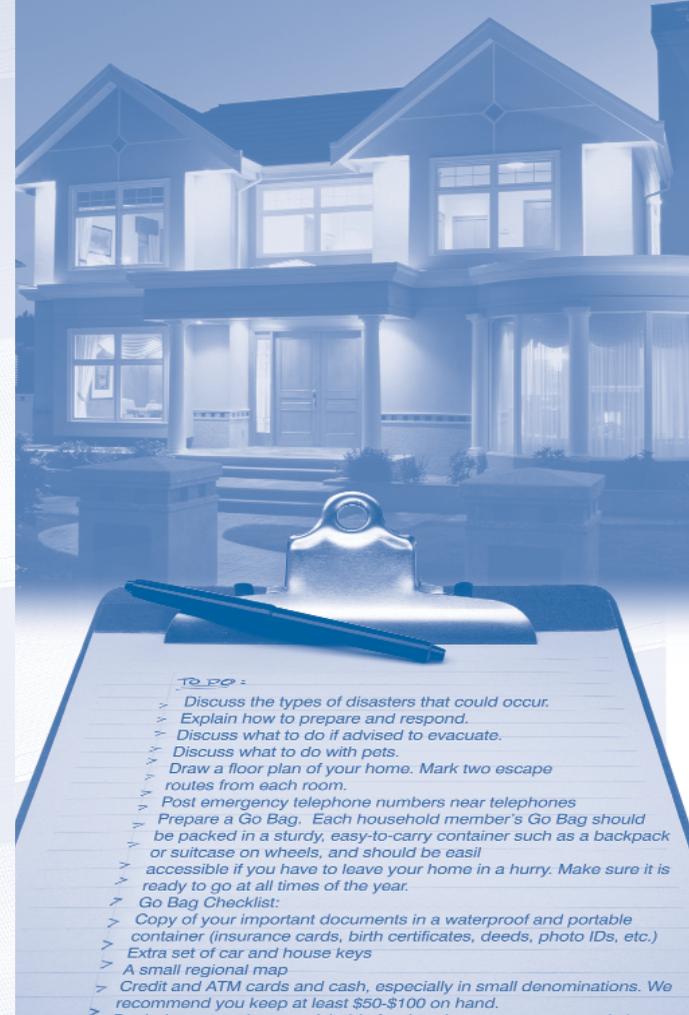
- Be aware of your surroundings. Notice where emergency exits are located. Think ahead about how to evacuate a building or congested public area in a hurry.
- Report suspicious objects, packages, vehicles or persons to the appropriate authorities.
- Cooperate with security procedures at your place of work and in public places.
- Take precautions when traveling. Be aware of conspicuous or unusual behavior. Do not accept packages from strangers.
- Do not leave luggage unattended.
- Don't spread rumors — confirm questionable information with a credible source.

Efforts are made on the part of your Borough Government to deal with many emergency issues, such as floods, hurricanes, severe snowstorms, transportation accidents, and dealing with hazardous materials. However, no municipality can be completely prepared for every eventuality.

It is our desire through this publication to answer many of your questions and lessen the anxiety created during these periods of heightened Threat Conditions.

Prepared in Conjunction with:  
The United States Office of Homeland Security  
and the New Jersey Office  
of Emergency Management.

## Borough of *Upper Saddle River* emergency operations plan



The Mayor and Council and the Emergency Services have received requests from residents regarding the Borough's plan to deal with terrorism and various attacks. The Borough of Upper Saddle River has in place an approved Emergency Operations Plan, through the Office of Emergency Management.

Lieutenant Paul Walsh, has been assigned as our representative to the Bergen County Terrorism Task Force. Lieutenant E. Kastner serves as our liaison to the Borough School System.