
Cupertino Amateur Radio Emergency Service

Topic: Preliminary Safety Assessment Process Overview
Speaker: Jim Oberhofer KN6PE, EC Cupertino ARES
Date: Thursday, 06-January-2011, 19:30
Event: Cupertino ARES meeting, Orientation Training

PSA Process Overview



CARES mission

The mission of Cupertino ARES is to maintain and train Amateur Radio volunteers capable of providing professional emergency communications, increasing the City's emergency response effectiveness, and speeding the recovery effort.



The City's response priorities

- Address immediate life safety problems
- Assess the integrity of and stabilize Cupertino's critical infrastructure
 - Water
 - Sanitary
 - Access
- Perform search and rescue, health and welfare, establish shelters
- Execute recovery operations



Earthquake Scenario Initial Response Assignments

City Staff	<ul style="list-style-type: none">• Inspect City facilities• Staff the EOC
County Fire	<ul style="list-style-type: none">• Fire suppression• Search and Rescue
County Sheriff	<ul style="list-style-type: none">• Public Safety• Law and Order
CERT, MRC	<ul style="list-style-type: none">• CERT operations (SAR, medical, care and shelter, etc.) and support for:<ul style="list-style-type: none">– Organized neighborhoods– Area Ark ICS, response
CARES	<ul style="list-style-type: none">• Preliminary Safety Assessment• Emergency field communications support• Infrastructure Safety Assessment



Earthquake Scenario

Served Agency	Critical Need
City of Cupertino	<ol style="list-style-type: none"> 1. Preliminary Safety Assessment 2. ARK communications support 3. Critical facility staffing 4. General communications support
Santa Clara County Fire	Infrastructure Safety Assessment
Cupertino Sanitary District	Infrastructure safety assessment
San Jose Water Company	Infrastructure safety assessment

Other critical agencies	Need
Cupertino Medical Center	Communications with the city
Cal Water	Infrastructure Safety Assessment
Santa Clara Valley Water	Infrastructure safety assessment
Union Pacific RR	Infrastructure safety assessment

Earthquake Scenario

CARES response assignments

Preliminary Safety Assessment	CARES collects and reports information about the state of the city immediately after a city-wide emergency or disaster occurred.
Field Response	CARES members respond and operate at a field assignment during a declared emergency.
Infrastructure Safety Assessment	CARES observes and reports on selected Cupertino critical facilities that are deemed to be important to the City or other Agencies.

Preliminary Safety Assessment

What is it?

Situation

- The Cupertino EOC needs a rapid assessment of the state of the city so that response resources can be assigned to have the maximum impact.
- During city-wide disasters, regular communications channels may be disrupted, leaving EOC decision-makers with little information to go on.



Preliminary Safety Assessment

What is it?

Response

- CARES is chartered to provide Preliminary Safety Assessment (PSA) information when a disaster occurs.

Definition

- An assessment of magnitude.
- A PSA report occurs early in an emergency. While information may be fragmented and incomplete, whatever data is available will provide the City with a preliminary assessment of the damage so the EOC can determine the best response to save lives, protect property, and speed the recovery.
- Early Safety Assessment reports should not be delayed by getting mired in detail in an effort to obtain more extensive assessment information.



Preliminary Safety Assessment

When do we do it?

Self-evident Events

- Earthquakes... These events have the potential for significant damage throughout the Bay Area.

Non-evident Events

- Flooding... May be localized to a specific area
- Man-made disasters...
- Whenever requested by the EOC



Authorization to activate

Cupertino Amateur Radio Emergency Service
PART 2 Procedures

Standard Operating Procedures

9.1.2 Self-announcing Natural Disasters

The following direction is authorized per the following reference:
Emergency Operations Plan, City of Cupertino, Part I Basic Emergency Plan, Section XI Volunteers and Disaster Service Workers, page 43.

- During self-announcing natural disasters, CARES members may self-dispatch and commence windshield surveys to provide situation status and Preliminary Safety Assessments provided it is safe to do so.
- CARES members may also respond to Mutual Aid requests and may become part of the Santa Clara County Operational Area ARES/RACES team.
- For all other events (natural and man-made), requests for DSWs will be announced via telephone, courier, radio, and television.
- Volunteers will not respond to any act of terrorism unless specifically requested by the EOC or their City contact person.



The PSA Process

1. *Once the shaking stops...*

Take care of yourself...

... your family

- Determine the condition of your family; apply first aid if necessary.
- Determine the structural soundness of your home; evacuate if necessary.

... your neighborhood

- Perform the Preliminary Safety Assessment...
 - What you do depends on your situation.
 - Do not put your personal safety at risk.
 - Do not exceed your physical ability to perform the assessment.



The PSA Process

2. *Check into the Net*

- Turn on your radio and listen.
- If you are the first person on the frequency and have the capability to perform as a Net Control Operator, establish the CARES Emergency Net, or...
- Check in to the net when check-ins are requested.
- If directed, perform the PSA



The PSA Process

3. Collecting the data...

Collect information on...

- Injuries
- Structure damage
- Fires
- Hazards
- Access

using...

- COES 105 Situation Status / PSA (Preliminary Safety Assessment) Form

COES 105 Situation Status / PSA Form

Rev 080519 For use by Organized Neighborhoods, CARES Preliminary Safety Assessment

Assessment Date/Time:			Street:	
			Between:	and
Performed by:			Map Grid (Chamber Map):	
Command Post Location:			Number of Units Surveyed:	
Ref	Category	Subcategory	Count	Notes/Addresses (use back of page if n
1.1	Injuries, Minor	Able to walk away from the incident		
1.2	Injuries, Delayed	Regular breathing, and Capillary refill <2 sec, and Answers questions, responds to commands		Address:
1.3	Injuries, Immediate	Rapid Breathing >30/min, or capillary refill >2 sec, or Confused, disoriented OR TRAPPED		Address:
1.4	Injuries, Presumed Dead	Unconscious, no respiration		Address:
2.1	Structure, Light Damage	• Superficial Damage • Broken Windows • Cracked or fallen plaster • Main damage is to contents		
2.2	Structure, Moderate Damage	• Large amount of cracking on exterior • Small cracks around doors and foundations • No outward sign of structural damage		Address:
2.3	Structure, Heavy Damage	• Partial or full collapse • Building is off foundation • Structural damage to the building		Address:
3.1	Fire	Fire, Any situation, note if extinguished		Address:
4.1	Hazards	Gas Leaks		Address:
4.2	Hazards	Sewer Leaks		Address:
4.3	Hazards	Water Main Breaks		Address:
4.4	Hazards	Electrical Power, Lines Down. Power in the neighborhood?		
5.1	Access	Roads blocked Other Obstructions		
Status Report Logged? (initials)			Ops Desk Logged	Doc Unit Completed
Doc Unit Logged			COES104	COES103
			Rollup _____	

<http://www.cupertinoares.org/ccc/forms.html>



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The following forms are used by Cupertino ARES/RACES, Cupertino's CERT, and MRC teams when responding to events throughout the city. All forms below are in PDF format. For a source copy of the forms, please contact kn6pe @ arrl.net.

Form Name	Version
CERT / Ark Forms	
COES100 - Org Chart	May-2008
COES101 - Assistance Request	080519
COES102 - Help Desk Control No Assignment Log	8.080405 ... UP
COES103 - Planning & Intel Section Event Log	080519
COES104 - Operations Section Event Log	080519
COES105 - Situation Status / PSA	080519
COES106 - Situation Status Rollup / Tracking	080519
COES107 - T-Card (Cupertino version)	
COES108 - Missing Person Form	6.060504
COES121 - Check-in/Check-out	
COES122 - Inventory Form	
COES123 - Logistics Order Form	
COES134 - Logistics Receipt Form	



<http://www.cupertinoares.org/ccc/forms.html>



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Form Name	Version
ARES/RACES Forms	
COES201 - Net Control Log	060722
COES105 - Preliminary Safety Assessment, Field	080519
COES204 - Preliminary Safety Assessment, Rollup	060722
COES205 - Infrastructure Safety Assessment, Rollup	071114
COES210 - After Action Report Format	060722
MRC Forms	
COES109 - Patient Registration Log	090801
COES110 - Patient Care Report	0508 ...
COES111 - Minor Injury Form	090801
COES112 - Logistics Report	1.0608 ...
COES113 - Secondary Assessment Worksheet	1.0508 ...
ICS206 - Medical Plan	BASARC 3/98
NHAMCS-100 - Ambulatory Medical Care	8-18-2004



Cupertino
ARES/RACES

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Form Name	Version
General Use Forms	
ICS201 - Incident Briefing (short form)	060307
ICS201 - Incident Briefing (page 1 , page 2 , page 3 , page 4)	BASARC 3/98
ICS202 - Incident Objectives	7/06
ICS204 - Assignment List	7/06
ICS205 - Incident Radio Communications Plan	060307
ICS207 - Organization Chart	BASARC 3/98
ICS211B - Check-in Log	080521
ICS213 - Message Form	
ICS213 - Message Form, Santa Clara County RACES	06/28/07 ...
ICS214 - Unit Log (print 1st 2 pages only)	060722
ICS214a-OS - Personal Unit Log (print 1st 2 pages only)	000601 ...
ICS219 - T-Card	
SAR100 - General Briefing, Generic Incident	BASARC 1/96
SAR100a - General Briefing, Missing Person	BASARC 1/96
SAR104 - Team Assignment	BASARC 1/96
SAR110 - Team Debriefing	BASARC 1/96
SAR132 - Urban Interview Log	BASARC 1/96

COES 105 Situation Status / PSA Form

Rev 080519 For use by Organized Neighborhoods, CARES Preliminary Safety Assessment

Control No: _____

Assessment Date/time:				Street: Between: _____ and: _____	
Performed by:				Map Grid (Chamber Map): _____	
Command Post Location:				Number of Units Surveyed: _____	
Ref	Category	Subcategory	Count	Notes/Addresses (use back of page if necessary)	
1.1	Injuries, Minor	Able to walk away from the incident			
1.2	Injuries, Delayed	Regular breathing, and Capillary refill <2 sec, and Answers questions, responds to commands		Address: _____	
1.3	Injuries, Immediate	Rapid Breathing >30/min, or capillary refill >2 sec, or Confused, disoriented OR TRAPPED		Address: _____	
1.4	Injuries, Presumed Dead	Unconscious, no respiration		Address: _____	
2.1	Structure, Light Damage	<ul style="list-style-type: none"> • Superficial Damage • Broken Windows • Cracked or fallen plaster • Main damage is to contents 			
2.2	Structure, Moderate Damage	<ul style="list-style-type: none"> • Large amount of cracking on exterior • Small cracks around doors and foundations • No outward sign of structural damage 		Address: _____	
2.3	Structure, Heavy Damage	<ul style="list-style-type: none"> • Partial or full collapse • Building is off foundation • Structural damage to the building 		Address: _____	
3.1	Fire	Fire, Any situation, note if extinguished		Address: _____	
4.1	Hazards	Gas Leaks		Address: _____	
4.2	Hazards	Sewer Leaks		Address: _____	
4.3	Hazards	Water Main Breaks		Address: _____	
4.4	Hazards	Electrical Power, Lines Down. Power in the neighborhood?			
5.1	Access	Roads blocked Other Obstructions			
Status Report Logged? (Initials) Doc Unit Logged _____ OPS Desk Logged _____ Doc Unit Completed _____ COES103 _____ COES104 _____ COES103 _____				Rollup _____	

The PSA Process

3. Collecting the data... filling out the form

COES 105 Situation Status / PSA Form

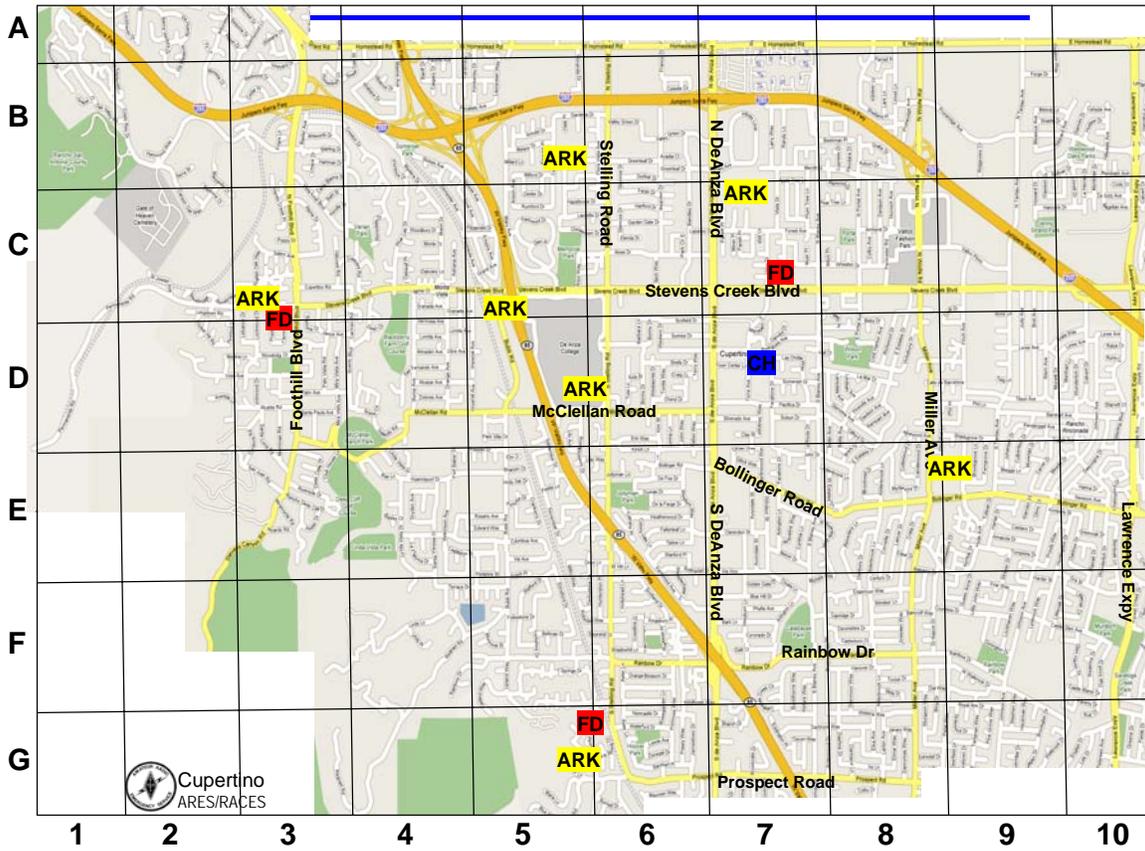
Rev 080519 For use by Organized Neighborhoods, CARES Preliminary Safety Assessment

Control No: _____

Assessment Date/time: 2/6/10 8:45am	Street: Between: _____ and: _____
Performed by: Jim o kn6pe	Map Grid (Chamber Map): 65
Command Post Location:	Number of Units Surveyed: 24

Header

Date/Time	When you performed the PSA
Performed by:	This is you
Command Post Location:	Use if you are part of an Ark deployment. Otherwise, leave blank
Street: Between... and:	Use if you are part of an Ark deployment. Otherwise, leave blank
Map Grid:	Use your Chamber of Commerce map for the grid where you are operating
Number of units.	This is the survey size of the houses you checked.
Control No:	Use if you are part of an Ark deployment. Otherwise, leave blank



The PSA Process

3. Collecting the data... Category refresher

- **Simple Triage and Rapid Treatment – START**
- RPM..
 - Respiration
 - Profusion
 - Mental status
- Hand-marking status...
 - M – minor
 - D – delayed
 - I – Immediate
 - X – presumed dead

Ref	Category	Subcategory
1.1	Injuries, Minor	Able to walk away from the incident
1.2	Injuries, Delayed	Regular breathing, and Capillary refill <2 sec, and Answers questions, responds to commands
1.3	Injuries, Immediate	Rapid Breathing >30/min, or capillary refill >2 sec, or Confused, disoriented OR TRAPPED
1.4	Injuries, Presumed Dead	Unconscious, no respiration

The PSA Process

3. Collecting the data... Category refresher

- **Damage Assessment**

- Light damage
- Moderate damage
- Heavy damage

2.1	Structure, Light Damage	<ul style="list-style-type: none">• Superficial Damage• Broken Windows• Cracked or fallen plaster• Main damage is to contents
2.2	Structure, Moderate Damage	<ul style="list-style-type: none">• Large amount of cracking on exterior• Small cracks around doors and foundations• No outward sign of structural damage
2.3	Structure, Heavy Damage	<ul style="list-style-type: none">• Partial or full collapse• Building is off foundation• Structural damage to the building



The PSA Process

3. Collecting the data... Category review

- **Fire, Hazards, Access**

- *What you see*
- *What you hear*
- *What you smell*

3.1	Fire	Fire, Any situation, note if extinguished
4.1	Hazards	Gas Leaks
4.2	Hazards	Sewer Leaks
4.3	Hazards	Water Main Breaks
4.4	Hazards	Electrical Power, Lines Down. Power in the neighborhood?
5.1	Access	Roads blocked Other Obstructions



The PSA Process

3. Collecting the data... filling out the form

Ref	Category	Subcategory	Count	Notes/Addresses (use back of page if necessary)
1.1	Injuries, Minor	Able to walk away from the incident	### ///	
1.2	Injuries, Delayed	Regular breathing, and Capillary refill <2 sec, and Answers questions, responds to commands		Address:
1.3	Injuries, Immediate	Rapid Breathing >30/min, or capillary refill >2 sec, or Confused, disoriented OR TRAPPED	///	Address: 541 Woodhill court 2671 Pinebrook Ct 965 Evening Springs Court
1.4	Injuries, Presumed Dead	Unconscious, no respiration		Address:
2.1	Structure, Light Damage	<ul style="list-style-type: none"> • Superficial Damage • Broken Windows • Cracked or fallen plaster • Main damage is to contents 	### -/// /	

Main Section

The Count	Indicate the number of encounters that meet this criteria
Notes/Addresses	For Life-threatening or property-threatening, list the addresses

Note: When done, total up each block and write the number "somewhere" for easy reporting.



The PSA Process

3. Collecting the data... filling out the form

5.1	Access	Roads blocked Other Obstructions		
Status Report Logged? (initials)		Ops Desk Logged	Doc Unit Completed	Rollup _____
COES103		COES104	COES103	

Footer

Status Report Logged?	Use if you are part of an Ark deployment. Otherwise, leave blank.
Roll-up	Use if you are part of an Ark deployment. Otherwise, leave blank



The PSA Process

4. Prepare your Message

- *Message ID* -- Assigned by the Net Control Operator
- **Precedence** -- determines the urgency of the message (Emergency, Urgent, Routine, Health & Welfare)
- *Destination* -- If omitted, deliver to EOC Planning or Ops Section
- *Date/Time* -- Time the message was created. If omitted, receiving station enters the Date/Time the message was received.
- *Subject* – If omitted, “PSA”
- **The Message** -- PSA Report... numbers only
if you have Emergency Traffic... nature and location



Message Handling

4a. Precedence (Priority)

- **Emergency** -- Life-threatening: Situations, reports, and updates that might directly result in deploying or prioritizing resources for an incident involving life-saving efforts. When in doubt, **DO NOT** use this designation.
- **Urgent** -- Property threatening: Situations and reports of new threats, revised flood projections, wind direction changes in a major fire, and reports of additional damage from earthquake aftershocks suggesting additional rescue efforts or surveillance.
- **Routine** – PSA reports, correspondence between agency representatives, material and logistics messages, routine resource requests, shift planning, relief requests, etc.
- **Health & Welfare** -- Includes welfare inquiries



Message Handling

4b. Precedence (Priority)

Handling Mixed Urgency Messages

- If you have a mix of different message priorities, deliver the specific message priority (EMERGENCY and URGENT) when called.
- Deliver the balance of the report (ROUTINE and Health and Welfare) when called.



SAT. 9-11am
 Cupertino Amateur Radio Emergency Service
 PART 6 Forms

Mail to
 Jim

1st round Summary
 2nd round if asked give particulars
 have address ready if asked
 Standard Operating Procedures

Pass Counts SAT. Drill

1-1 0
 1-2 0
 1-3 2

∴ Go thru whole list

Preliminary Safety Assessment Form – Field

Assessment Date/Time: Feb 5, 2005 9am		Neighborhood/Street: Rose Garden Ln		
Performed by: Nancy Gabriel K6GTEU		Map Coordinates: MAP GRID GG		
		Number of Units Surveyed: 25		
Ref	Category	Subcategory	Count	Notes
1.1	Injuries, Minor	Able to walk away from the incident	10	say all 1. -
1.2	Injuries, Delayed	Regular breathing, and Capillary refill <2 sec, and Answers questions, responds to commands	2	
1.3	Injuries, Immediate	Rapid Breathing >30/min, or capillary refill >2 sec, or Confused, disoriented	1	MSC (2) Leg gash heavy bleeding CERT helps
1.4	Injuries, Presumed Dead	Unconscious, no respiration	0	PAUSE = Break =
2.1	Structure, Light Damage	• Superficial Damage • Broken Windows • Cracked or fallen plaster • Main damage is to contents	15	say all 2. -
2.2	Structure, Moderate Damage	• Large amount of cracking on exterior • Small cracks around doors and foundations • No outward sign of structural damage	9	
2.3	Structure, Heavy Damage	• Partial or full collapse • Building is off foundation • Structural damage to the building	1	Two story (3535) Rose Garden Ln = Break =
3.1	Hazards	Fire, Any situation	0	say all 3. -
4.1	Hazards	Gas Leaks	3	
4.2	Hazards	Sewer Leaks	0	
4.3	Hazards	Water Main Breaks	1	Corner / Intersection Stelling + Waterford
4.4	Hazards	Electrical Power, Lines Down. Power in the neighborhood?	1	= Break =
5.1	Access	Roads blocked Other Obstructions	1	say 5. - Power Pole Rose Garden Ln + Waterford

Message Handling

What it sounds like - Sending a PSA Report

KG6TEU: "Net Control, this is KG6TEU with PSA Traffic for the EOC"
NCS: *KG6TEU acknowledged. EOC, are you ready to copy PSA traffic?*
EOC: "EOC is ready"
NCS: *KG6TEU, your message number is 30. Send your traffic to the EOC.*
KG6TEU: "EOC, This is KG6TEU with PSA Traffic, message #30. Break"
EOC: "OK, Continue"
KG6TEU: PSA Message is: Section 1 is 10, 2, 1, 0. Break"
EOC: "OK, Continue"
KG6TEU: "Section 2 is 15, 9, 1. Break"
EOC: "OK, Continue"
KG6TEU: "Section 3 is 0. Break"
EOC: "OK, Continue"
KG6TEU: "Section 4 is 3, 0, 1, 1. Break"
EOC: "OK, Continue"
KG6TEU: "Section 5 is 0. Number of houses surveyed is 25. Map coordinate is G6. End of Message. This is KG6TEU"
EOC: "Acknowledged. This is EOC, K6FJC back to net."
NCS: *This is KD6TQJ, Net Control for the Cupertino Emergency Net. Other stations with any traffic, please identify now.*

COES 106 Situation Status - PSA Rollup/Tracking Form
 Rev 090519 For use by Organized Neighborhoods, Cupertino Arks, CARES EOC

Closed Date/Time:									
Submitted by: Call Sign:		<i>kd6qpp</i>	<i>kn6pe</i>						
Report Control No: Message ID:		<i>28</i>	<i>30</i>						
Time Received:		<i>0912</i>	<i>0915</i>						
Map Grid:		<i>B3</i>	<i>G5</i>						
Number of homes surveyed:		<i>12</i>	<i>24</i>						
Ref	Category								
1.1	Injuries, Minor	<i>3</i>	<i>8</i>						
1.2	Injuries, Delayed	<i>2</i>	<i>0</i>						
1.3	Injuries, Immediate OR TRAPPED	<i>1</i>	<i>3</i>						
1.4	Injuries, Presumed Dead	<i>0</i>	<i>0</i>						
2.1	Structure, Light Damage	<i>5</i>	<i>11</i>						
2.2	Structure, Moderate Damage	<i>1</i>	<i>5</i>						
2.3	Structure, Heavy Damage	<i>0</i>	<i>1</i>						
3.1	Fire, Any situation	<i>0</i>	<i>1</i>						
4.1	Gas Leaks	<i>3</i>	<i>1</i>						
4.2	Sewer Leaks	<i>1</i>	<i>0</i>						
4.3	Water Main Breaks	<i>1</i>	<i>3</i>						
4.4	Electrical Power,	<i>0</i>	<i>1</i>						
5.1	Roads blocked	<i>0</i>	<i>5</i>						
Info passed to City by:		Date/Time							
Received by:									

What happens at the EOC?

1. Net Control Operator directs PSA traffic to the RRO
2. Radio Room Operator receives and records the PSA reports
3. Rolled up reports are delivered to P&I Section in the EOC
4. The EOC uses this data to assess if there are particular portions of the city worse off than others.

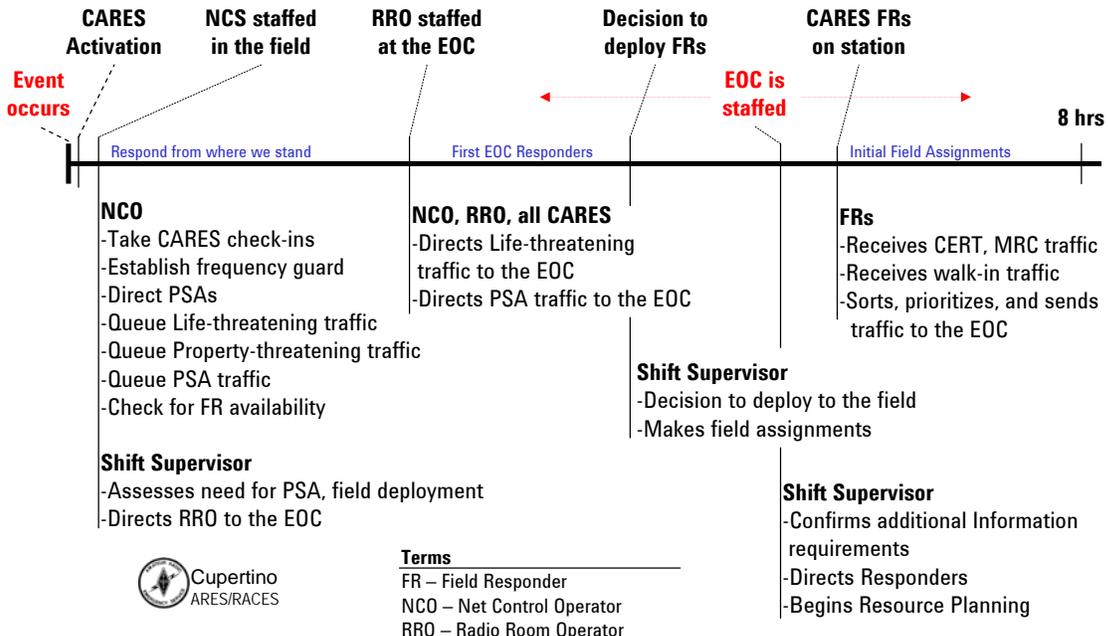
02/05/04
PSA DRILL -
COR -05-02

FIN 0943 0945 0946 949 0951 1000
Preliminary Safety Assessment Form - EOC

Call Sign:	KFLMCG	KNLPE	N372	WABRDX	R6LTEL	W9BJX	K6L6GA	K6L6Y1		
Time:	0941	0944	0945	0947	0950	0959	1006	-		
Message ID:	001	003	004	007	008	009	011	-		
MSgType:	PSA	PSA	PSA	PSA	PSA	PSA	PSA	PSA		
Map Coord:	F4	5G	E2	E7	G6	D4	F6	B3		
Survey:	12	42	9	50	25	22	114	16		
Ref	Category									
1.1	Injuries, Minor	0	4	0	3	10	6	15	0	
1.2	Injuries, Delayed	0	1	2	0	2	0	3	1	
1.3	Injuries, Immediate	3	0	0	1	1	0	0	0	
1.4	Injuries, Presumed Dead	0	0	0	0	0	0	0	0	
2.1	Structure, Light Damage	4	4	5	3	15	17	25	0	
2.2	Structure, Moderate Damage	0	2	0	2	9	3	1	2	
2.3	Structure, Heavy Damage	0	0	0	2	1	0	0	0	
3.1	Fire, Any situation	0	0	0	1	0	0	0	0	
4.1	Gas Leaks	0	2	1	0	3	0	0	0	
4.2	Sewer Leaks	0	0	0	0	0	0	0	0	
4.3	Water Main Breaks	1	2	1	0	1	1	0	1	
4.4	Electrical Power,	2	NO	1	0	1	2	1	NO	
5.1	Roads blocked	0	0	0	1	1	0	0	NO	

Preliminary Safety Assessment

How do we do it? - Initial Response Ops



Preliminary Safety Assessment

PSA Drill

- When: Saturday, 22-Jan, 7:30am to 9:00am
- Where: Operate from your home location
- Who: All CARES members, one NCO, one RRO, SS
- What:
 1. Develop a damage scenario that you think would be typical of your neighborhood.
- How:
 1. Download the PSA Form
 2. Net is called at 7:30a, take check-ins
 3. Simulate going through the assessment process; Use the PSA data collection form.
 4. Over the next hour, CARES members send messages to EOC based on the precedence
 5. On-air critique at about 8:30am
 6. Secure the net

