


Emergency Operations Plan

202.1 POLICY HEADER

Original Effective Date:	Revised Date:
September 1, 2021	July 16, 2024
Authorization:  Jason Haberman Chief of Police	

202.2 PURPOSE AND SCOPE

This policy clarifies the role of the Mt. Lebanon Police Department and responsibilities of its members pertaining to large-scale emergencies and the Commonwealth of Pennsylvania Emergency Operations Plan.

202.3 POLICY

The Mt. Lebanon Police Department will prepare for large-scale emergencies within and outside its jurisdiction through planning and mutual cooperation with other agencies.

The Municipality Emergency Operations Plan complies with the Commonwealth of Pennsylvania's Emergency Operation Plan. This plan provides guidance for Municipality emergency operations within and outside its borders as may be required (35 Pa.C.S. § 7101 et seq.; 35 Pa.C.S. § 7313).

202.3.1 MT. LEBANON CODES/ORDINANCES

An emergency management organization has been established by the Municipality of Mt. Lebanon. This ordinance has been approved by the Municipality Council (35 Pa.C.S. § 7501).

202.4 DEPARTMENT RESPONSIBILITIES

The Department is responsible for completing any reporting required by the Pennsylvania Emergency Incident Reporting System (PEIRS) and Pennsylvania Emergency Management Agency (PEMA) pursuant to PEMA Emergency Management Directives.

The major categories for incident reporting include, but are not limited to:

- Hazardous material (HAZMAT)
- Petroleum product/other spill releases
- Fire (including firefighter deaths)
- Adverse/severe weather

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- Geological emergency
- Nuclear/radiological emergency
- Explosives
- Public health emergency
- Search and rescue
- Terrorist activity
- Civil disorder
- Transportation emergency
- Utility emergency
- Agricultural/animal emergency
- Aerial/ground-based activity
- Other event/special procedure

202.5 ACTIVATING THE EMERGENCY OPERATIONS PLAN

The Emergency Operations Plan can be activated in a number of ways. For the Mt. Lebanon Police Department, the Chief of Police or the highest ranking on-duty supervisor may activate the Emergency Operations Plan in response to a major emergency.

Upon activation of the plan, the Chief of Police or the authorized designee should contact the County Emergency Operations Center (County EOC). The County EOC will contact the State Emergency Operations Centers (SEOC) to assist with mutual aid response from local, state and federal law enforcement agencies.

202.5.1 RECALL OF PERSONNEL

In the event that the Emergency Operations Plan is activated, all employees of the Mt. Lebanon Police Department are subject to immediate recall to service. Employees may also be subject to recall during extraordinary circumstances as deemed necessary by the Chief of Police or the highest ranking on-duty supervisor.

Failure to promptly respond to an order to report for duty may result in discipline.

202.6 LOCATION OF THE EMERGENCY OPERATIONS PLAN

Copies of the Emergency Operations Plan are available in Police Administration, the Watch Commander's office, the Fire Department, Emergency Operations Center and the Dispatch Center. All supervisors should familiarize themselves with the Emergency Operations Plan and the roles members will play when the plan is implemented. The Support Services Deputy Chief of Police should ensure that department members are familiar with the roles they will play when the plan is implemented.

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202.7 EMERGENCY OPERATIONS PLAN REVIEW

The Chief of Police or the authorized designee shall review the Emergency Operations Plan at least once every two years and ensure that the plan conforms to any revisions made by the National Incident Management System (NIMS). The Chief of Police or the authorized designee should appropriately address any needed revisions.

202.8 TRAINING

The Department should provide annual training on the Emergency Operations Plan for all supervisors and other appropriate personnel. All supervisors should familiarize themselves with the Emergency Operations Plan and personnel responsibilities when the plan is implemented. Training should incorporate a full or partial exercise, tabletop or command discussion.

202.9 DEPARTMENT POINT OF CONTACT

The Patrol Services Deputy Chief of Police will serve as the department point of contact for emergency operations planning.