

NIMS ~ INCIDENT COMMAND SYSTEM NOMENCLATURE SYSTEM



- Designation Of The Sides/Doors Consistent with NIMS Nomenclature
- Exterior Identification Of Doors And Classrooms & Offices
- Life Safety Building Identification

Specifications for Life Safety Building Identification

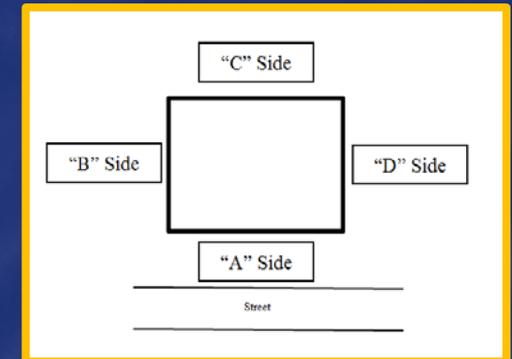
1. Building Identification, Nomenclature and Signage

1. General Concepts – The ability of the public, staff, students and public safety personnel to quickly and accurately identify a specific building(s) and describe their location within a building in a consistent and clear nomenclature is paramount to an effective emergency response. The general principle is that any individual would be able to easily determine and then communicate their exact location or general location where an emergency exists. As such, any new building or any existing building undergoing significant renovation will be required to have a standard manner of identifying buildings on plans and by signage posted on the buildings.

2. Building Name – Buildings may be referred to casually by an assigned name or by the type of service being provided within; however, in the case of multiple buildings being located at the same facility, the individual building number must be posted on a sign approved by public safety personnel and affixed to the building at all major access points to a building (1 per side as noted below in Section 1.3).

3. General Identification of Sides / Floors- The sides of each building are to be designated phonetically and the floors of a building are to be designated numerically. Buildings with levels below the grade of the primary entrance are to be designated pursuant to the specific features of the building (i.e. Basement, sub-basement. The same system of designation shall be used for features above the levels accessible by public visitors to the building (i.e. roof, penthouse, mezzanine, etc.)

1.3.1 – Building Sides - The side of the building that faces the address or street side, or by which the commonly understood main access is accessed shall be designated the Alpha (A) side. From that side, in a clockwise fashion, each side of the building will then be sequentially and alphabetically termed the “Bravo “B”, Charlie “C”, Delta “D” side, etc.



Specifications for Life Safety Building Identification NFPA 1561 / 3000

3.3.10* Building Sides.

A method of identifying locations in and around a building or structure consistent with the National Incident Management System (NIMS).

3.3.10.1 Side A (Alpha).

Side A, also known as Side Alpha, is normally the front or main entrance/access to the building and usually the side bearing the building address. For buildings with an unusual side A, side A will be identified by the incident commander.

3.3.10.2 Side B (Bravo).

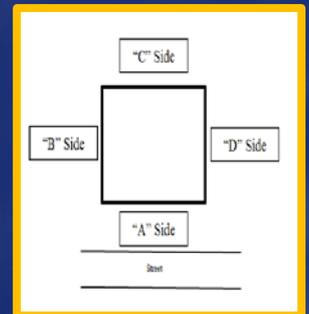
Side B, also known as Side Bravo, is the adjacent side of the building or structure clockwise from Side A.

3.3.10.3 Side C (Charlie).

Side C, also known as Side Charlie, is the adjacent side of the building or structure clockwise from Side B. Generally, this is the back of the building or structure.

3.3.10.4 Side D (Delta).

Side D, also known as Side Delta, is the adjacent side of the building or structure clockwise from Side C.



SIDE DESIGNATION SYSTEM

Side Charley

Side Bravo

Target
Location

Side Delta

Side Alpha

LOCATION DESIGNATION SYSTEM

Division
Charley

Division
Bravo

Target
Location

Division
Delta

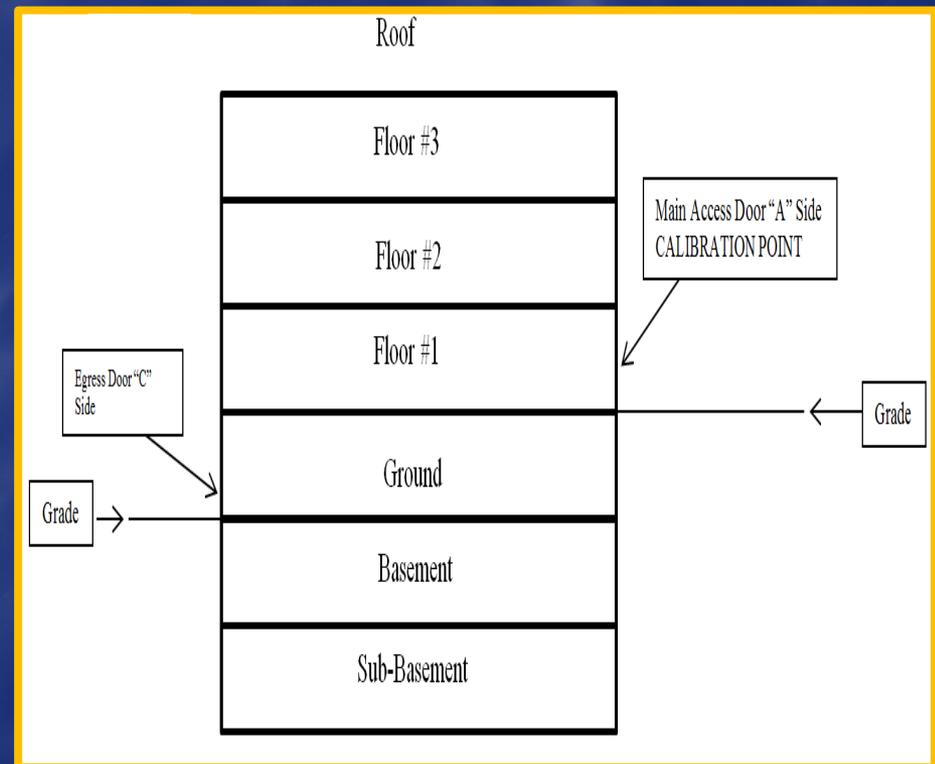
Division
Alpha

MULTISTORY DESIGNATION SYSTEM

1.3.2 – Building Floors (levels) - The floors (levels) of the building shall be delineated to the main (primary) access point on the Alpha “A” side of the building at normal grade and will be designated Floor (Division) #1. If there is a level below Floor (Division) #1 that is below grade, but has a direct egress to the outside on a different side, it will be termed the “Ground Floor”. For any floor which is entirely below grade on all sides of the building, it will be designated “Basement”. The immediate level below the basement will be designated “Sub-Basement”.

Floors above Floor (Division) #1 will continue vertically in a sequential pattern, (i.e.) Floor (Division) #2, Floor (Division) #3, etc... and terminate with “Roof”.

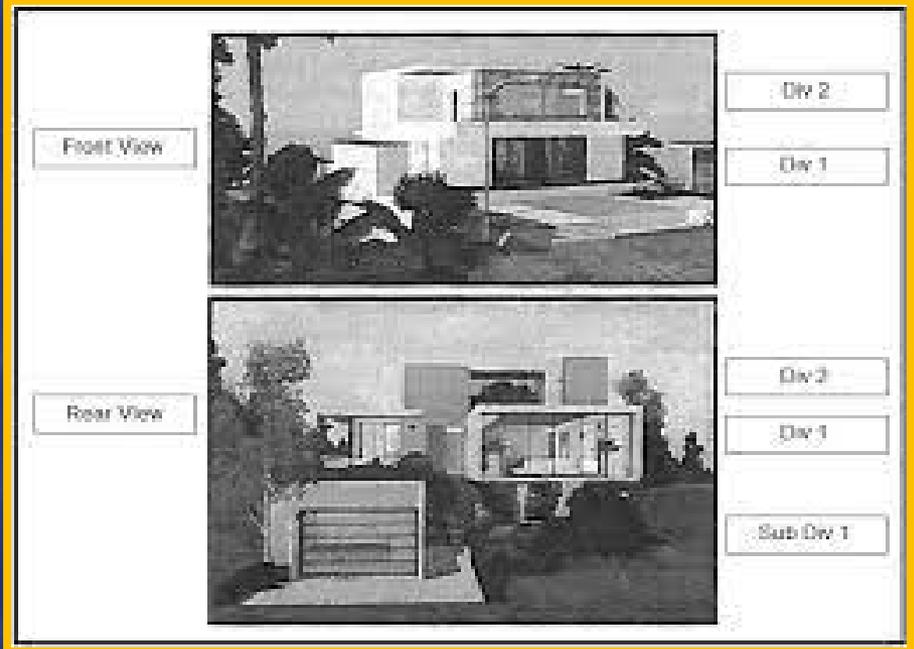
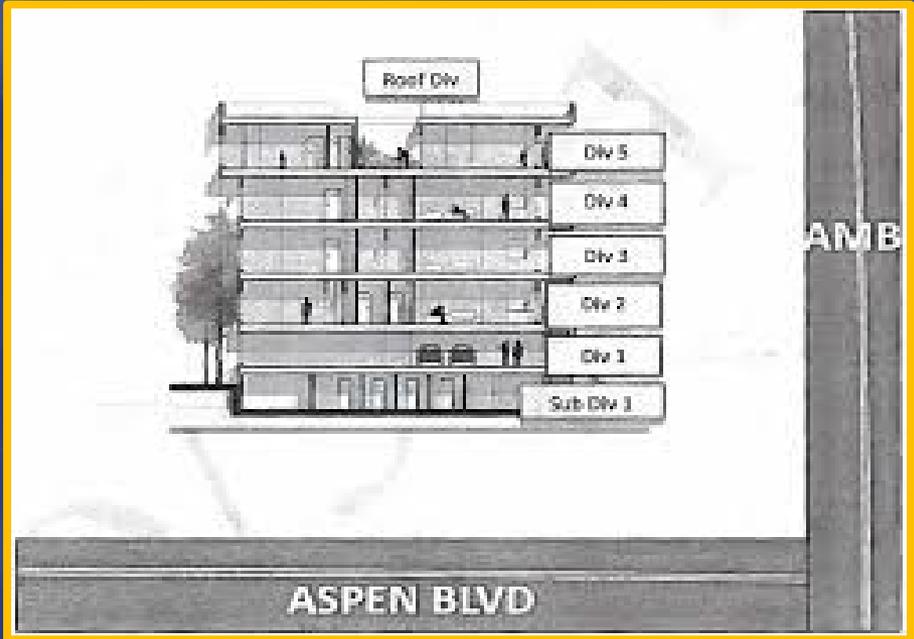
**Each floor is
a Division**



MULTISTORY DESIGNATION SYSTEM

Each floor is
a Division





EXPOSURE DESIGNATION SYSTEM

Exposure C1

Exposure C2

Exposure B

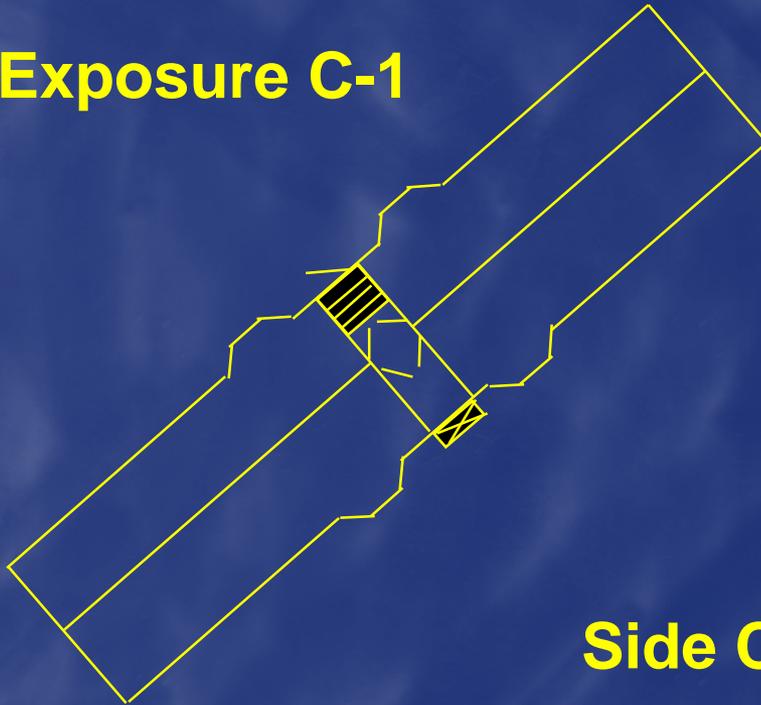
Target
Location

Exposure D

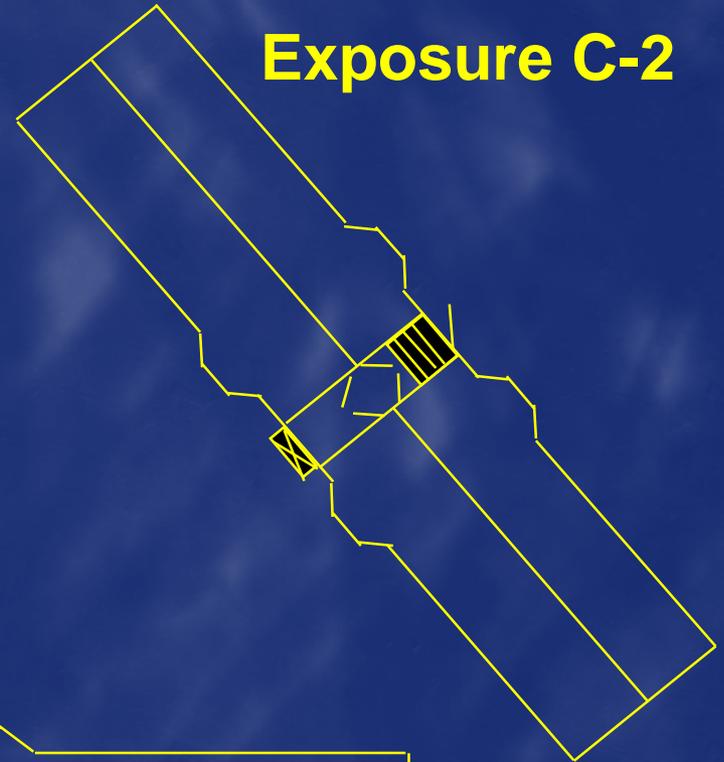
Exposure A

EXPOSURE DESIGNATION SYSTEM

Exposure C-1



Exposure C-2



Side C

Side B

Target

Building

Side D

Side A

MULTI-UNIT DESIGNATION SYSTEM

Multi-Unit Incident

In multi-Unit occupancies, exposures can be indicated by alpha letter identifier for the side of the extension followed by a number that starts adjacent to the unit on fire. For a one story strip mall where fire attack is being initiated on the Division A (Alpha) side, and fire is extending to the Division B (Bravo) side, the IC will start with Bravo 1, then Bravo 2 and so on to address units requiring assigned resources. If the fire extends to the Division D (Delta) side, the IC will start with Delta 1, then Delta 2. In a multistory strip mall with a fire on the second floor and a Division 2 is established, similarly to the one story structure, exposures to the Division Bravo side would be identified as Bravo 1, Bravo 2, and so on. Any exposure problems to the Division Delta side would be identified as Delta 1, Delta 2, and so on. The identifier for an exposure occupancy may be used for identification only and may not necessitate the assignment of an additional supervising Officer. The Incident Commander is responsible for clearly identifying areas of responsibility at multi-unit incidents.

MULTI-UNIT DESIGNATION SYSTEM

Driveway

Side Charley

Exposure
B-3

Exposure
B-2

Exposure
B-1

**Target
Location**

Exposure
D-1

Exposure
D-2

114 A Street



Side Alpha

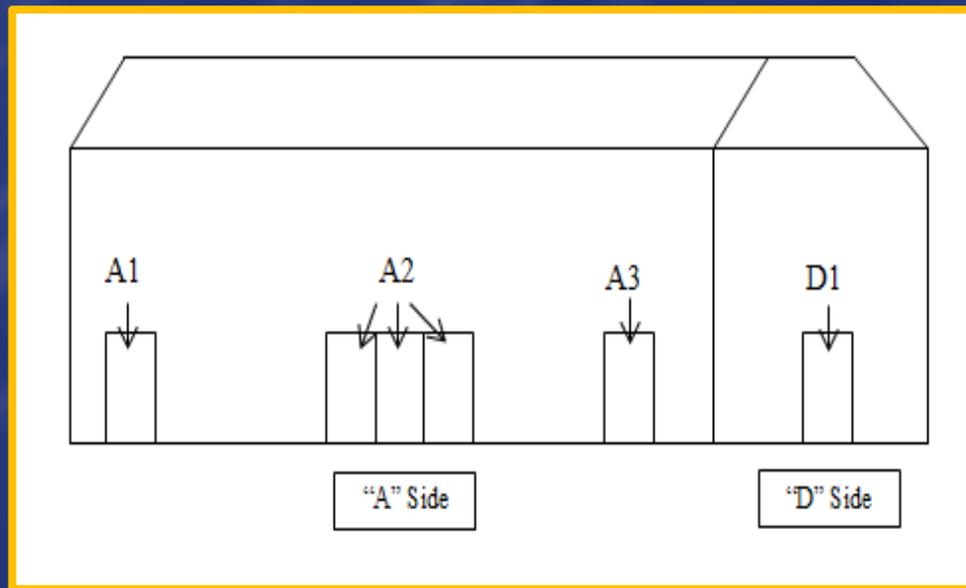


NIMS ~ INCIDENT
COMMAND SYSTEM
NOMENCLATURE SYSTEM

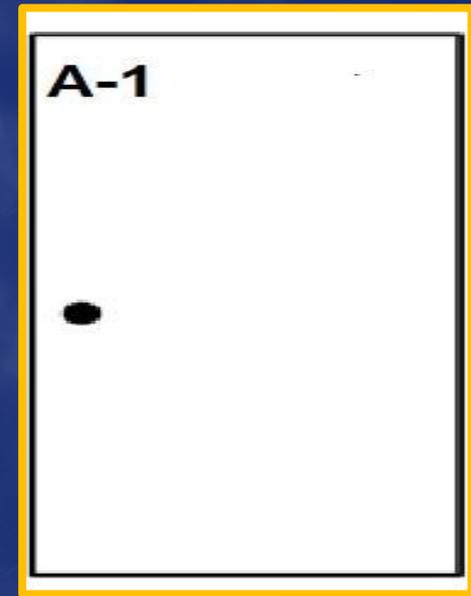
Facility Door / Window
Marking & Labeling
System

1.4 Identification and Signage of Exterior Doors and Windows - Each door providing access/egress to a building and any window on the exterior of a building must be clearly identified on both sides of the door or window. Door and window identification shall be completed as prescribed below. In the event of multiple doors connected together providing access to the same area within the building, a single door number is assigned.

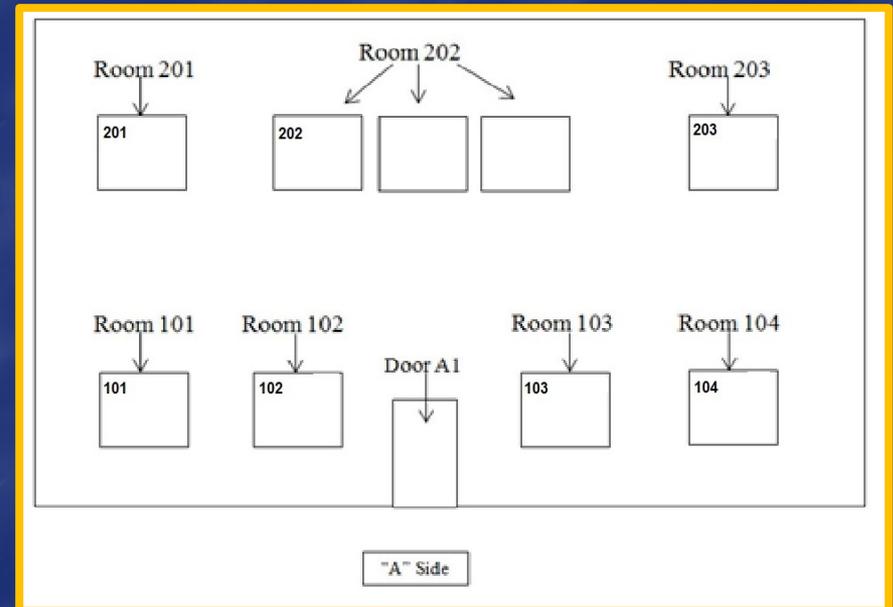
1.4.1 Door Identification – Exterior Doors are identified by the side of the building designated by a capital letter and then their numerical placement on the side of the building when looking at the building from left to right. i.e. “A1, A2, B1, C1, D1”.



1.4.2 Door Marking – Exterior Doors are required to be marked on both the inside and outside of the door in the top left upper –most portion of the door (when facing the door). The marking on exterior doors shall be a minimum of 3” in height. Lettering shall be reflective, white block letters (in a Cambria Bold Font 320 point). In the event of a white or a light colored door, the lettering shall contrast with the existing door surface.



1.4.3 Window Identification – Exterior windows are identified by the room number in which the window is located. , In the case of multiple exterior windows within a room, the marking is to be placed in the upper left-hand corner of the window as visible from the exterior of the building. The marking is intended to proximity of the window to the demising wall within the room as one is if looking at the side of the building from left to right.

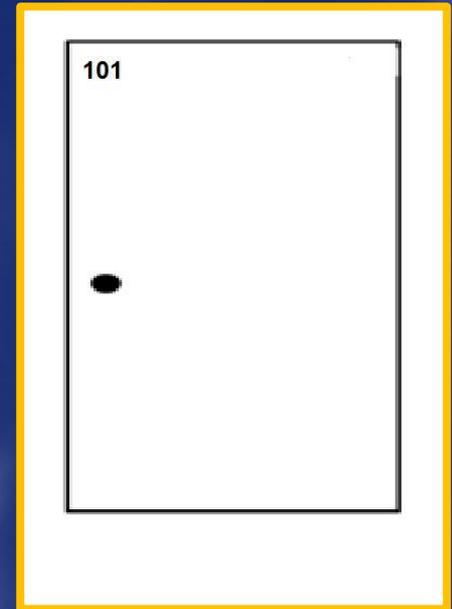


1.4.4 Window Marking – Windows are required to be marked in the top left upper –most portion of the window (if facing the window from outside). The marking on exterior windows shall be a minimum of 2”. Lettering should be white block letters (in a Cambria Bold Font 220 point).

1.5 Identification and Signage of Interior Doors and Windows- The general requirement is that from any location within a building, any person should be able to identify a specific location and/or be quickly directed by public safety personnel to find an identifier that will assist with the determination of the location of an emergency. Each door that provides access or egress to or from a room on the interior of a building must be clearly marked on both sides of the door. Markings must be as prescribed below In the event of multiple doors connected together providing access to the same area within the building, a single door number is assigned.

1.5.1 Interior Door Identification – Interior Doors are identified by the room number.

1.5.2 Interior Window Identification – In some cases, windows within rooms are not located near the entry doors to the room where a room number could be easily seen. Public safety personnel can assist a facility in determining whether a room number is required to be posted on interior windows on a case by case basis.



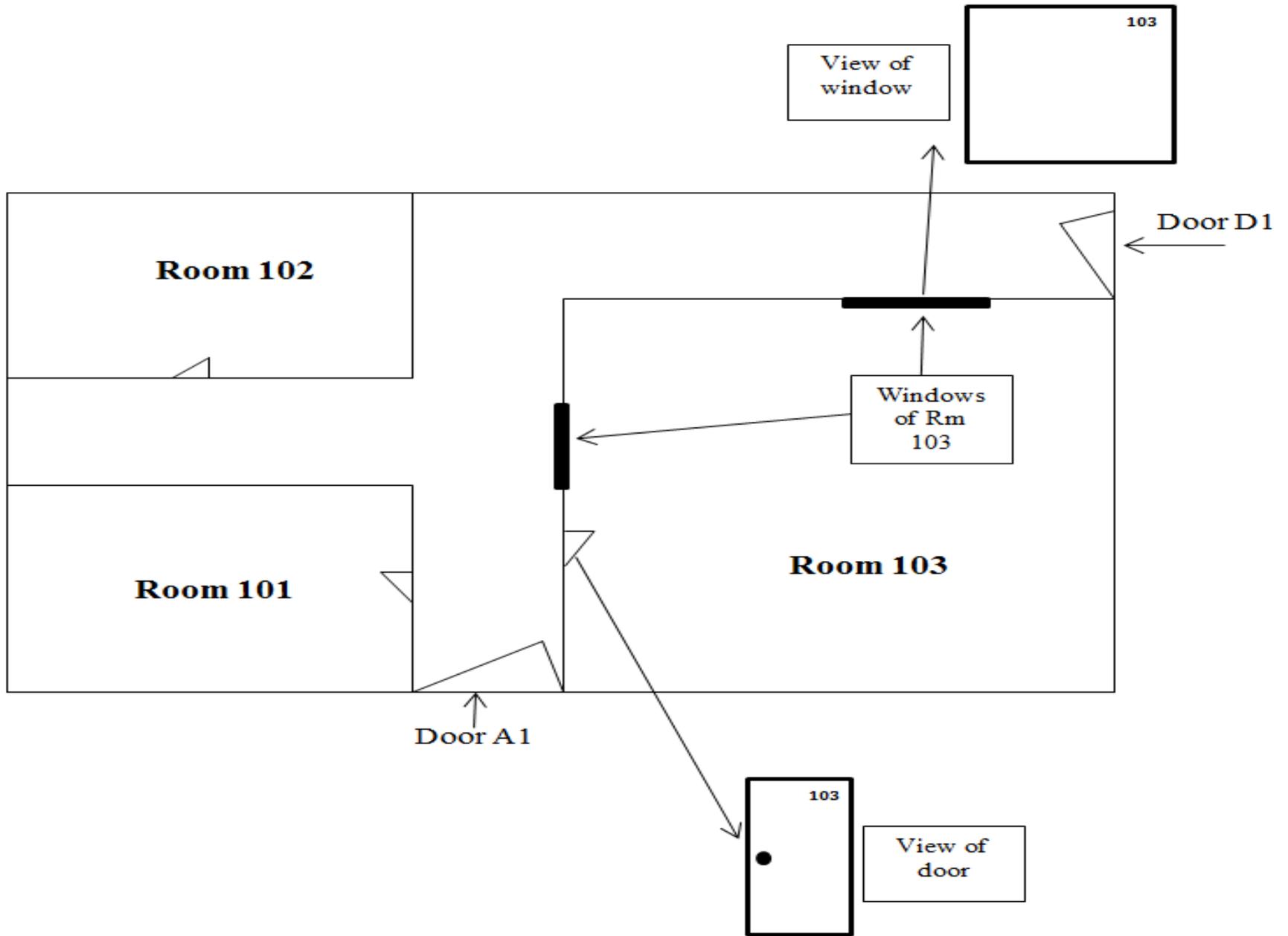
2.1.0 Corridor Identification - Corridors within the building shall be identified based upon the orientation of the corridor with the designated side of the building. A corridor within the building that is parallel to the designated building side shall be designated as the “side corridor”. For example, a corridor within the building that parallels the alpha side of the building shall be designated as the Alpha Corridor. This system should be utilized to delineate additional corridors that parallel the exterior sides of the building. Corridors within the interior of the building shall be designated as follows. Corridors that are parallel to the Alpha side shall be delineated from the Alpha side to the Charlie side beginning with the first available phonetic designation (i.e. Edward “E”). Corridors within the interior of the building that are parallel to the Bravo side shall be delineated from the Bravo side to the Delta side beginning with the first available phonetic designation (i.e. Frank “F”). Some schools may elect to name corridors based on school needs (i.e. “Eighth Grade Hall”, after a mascot “Wildcat Way”, etc...). Each hall or corridors should be marked or labeled at the beginning and end of each hall for everyone to visually see.

BRAVO CORRIDOR

3.1.0 Stairwell/Elevator Identification – Stairwells/Elevators within the building shall be identified based upon the location of the stairwell/elevator within the building. Stairwells/elevators located on a corner or side of the building shall be designated as such (i.e. Charlie stairwell/ A/B elevator stairwell/elevator). A single stairwell/elevator within the center of the building will be designated as the core stairwell/elevator. Multiple stairwells/elevators in the building shall be designated phonetically from the Alpha to Delta side.

ELEVATOR 1
CORE

NORTH
STAIRWELL 1
A/B



NORTH

**ALPHA
SIDE**

**Main
Entrance**

Cafeteria (PANORAMA)

**DELTA
SIDE**

**BRAVO
SIDE**

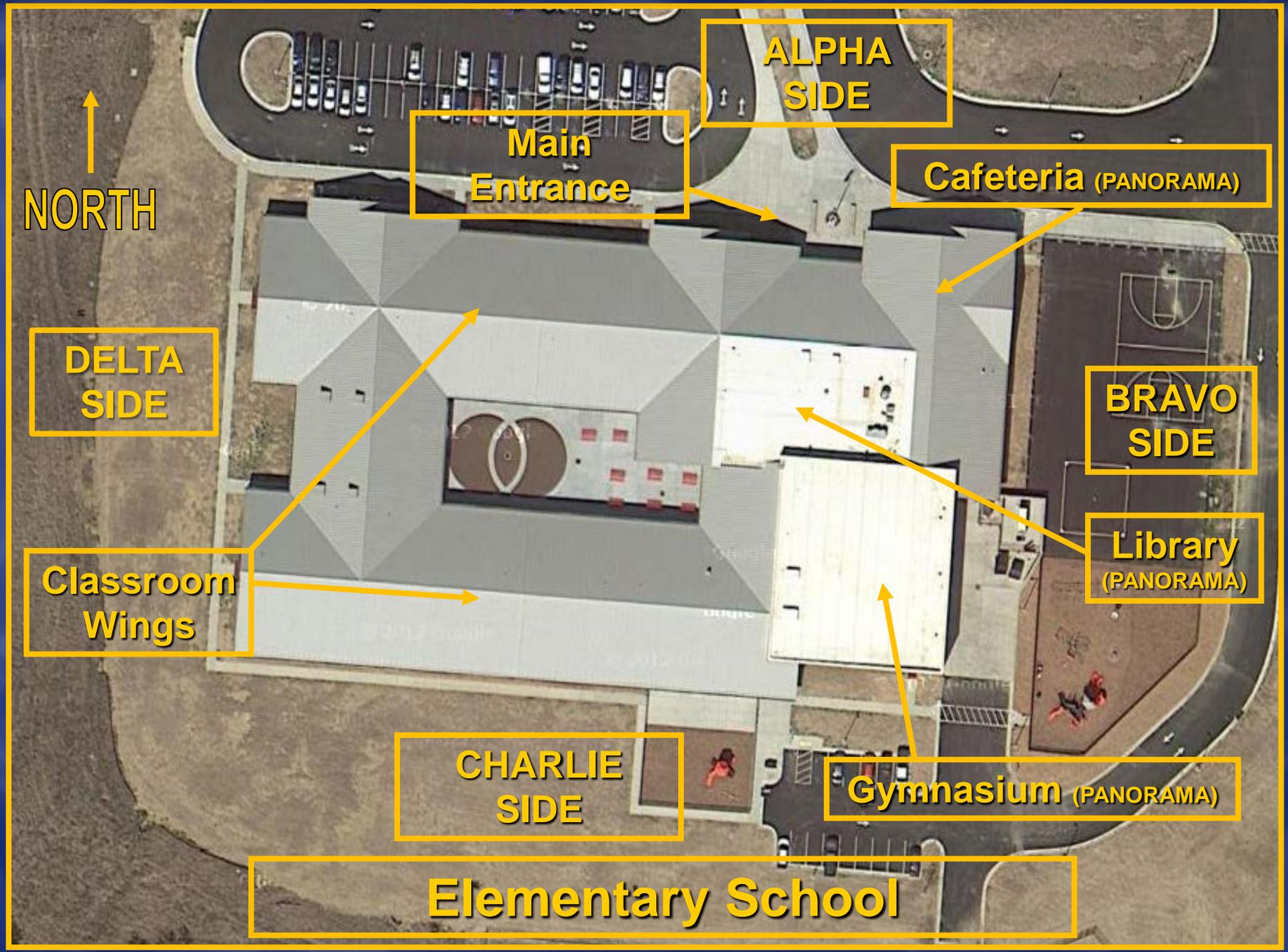
**Classroom
Wings**

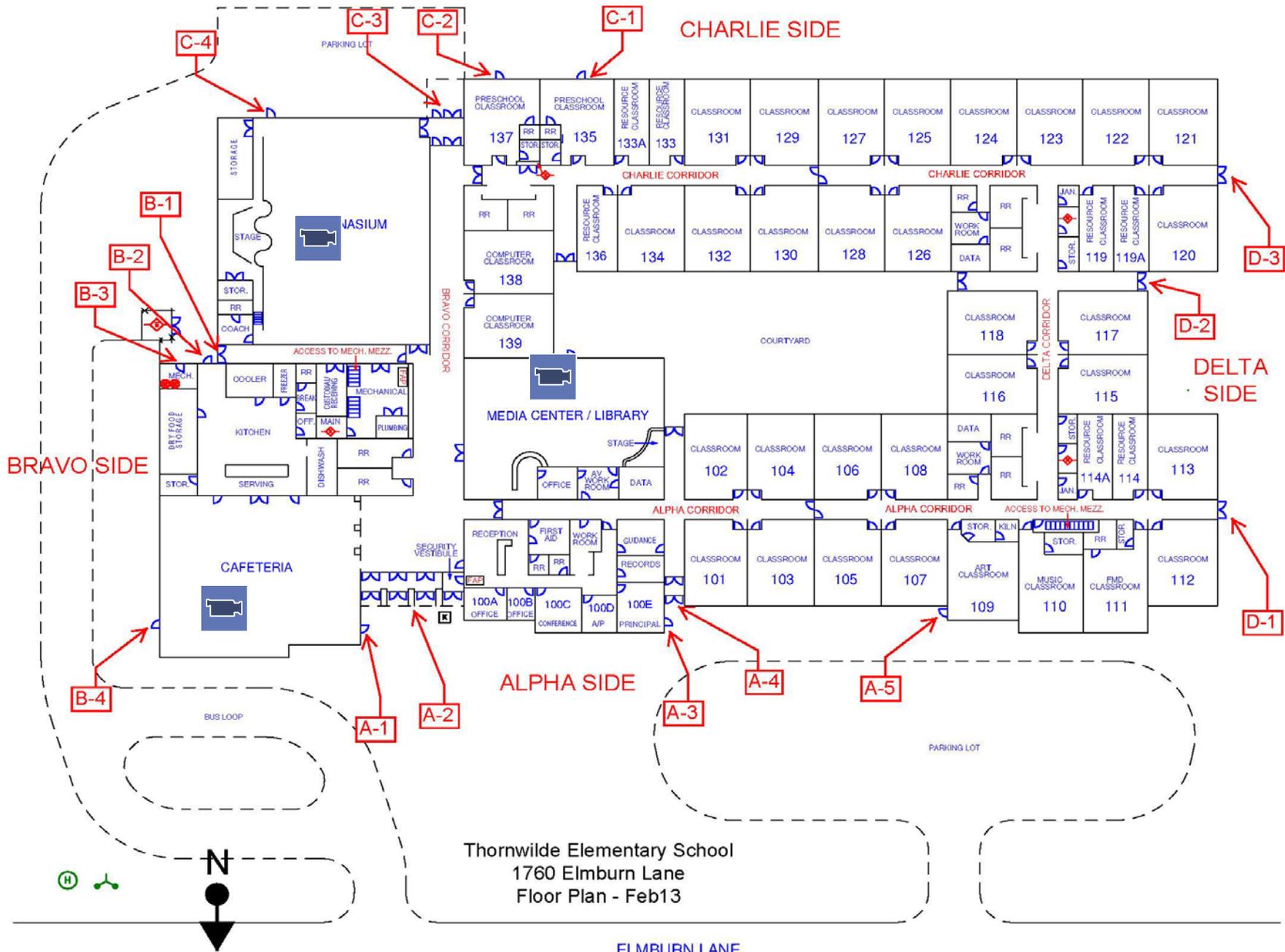
**Library
(PANORAMA)**

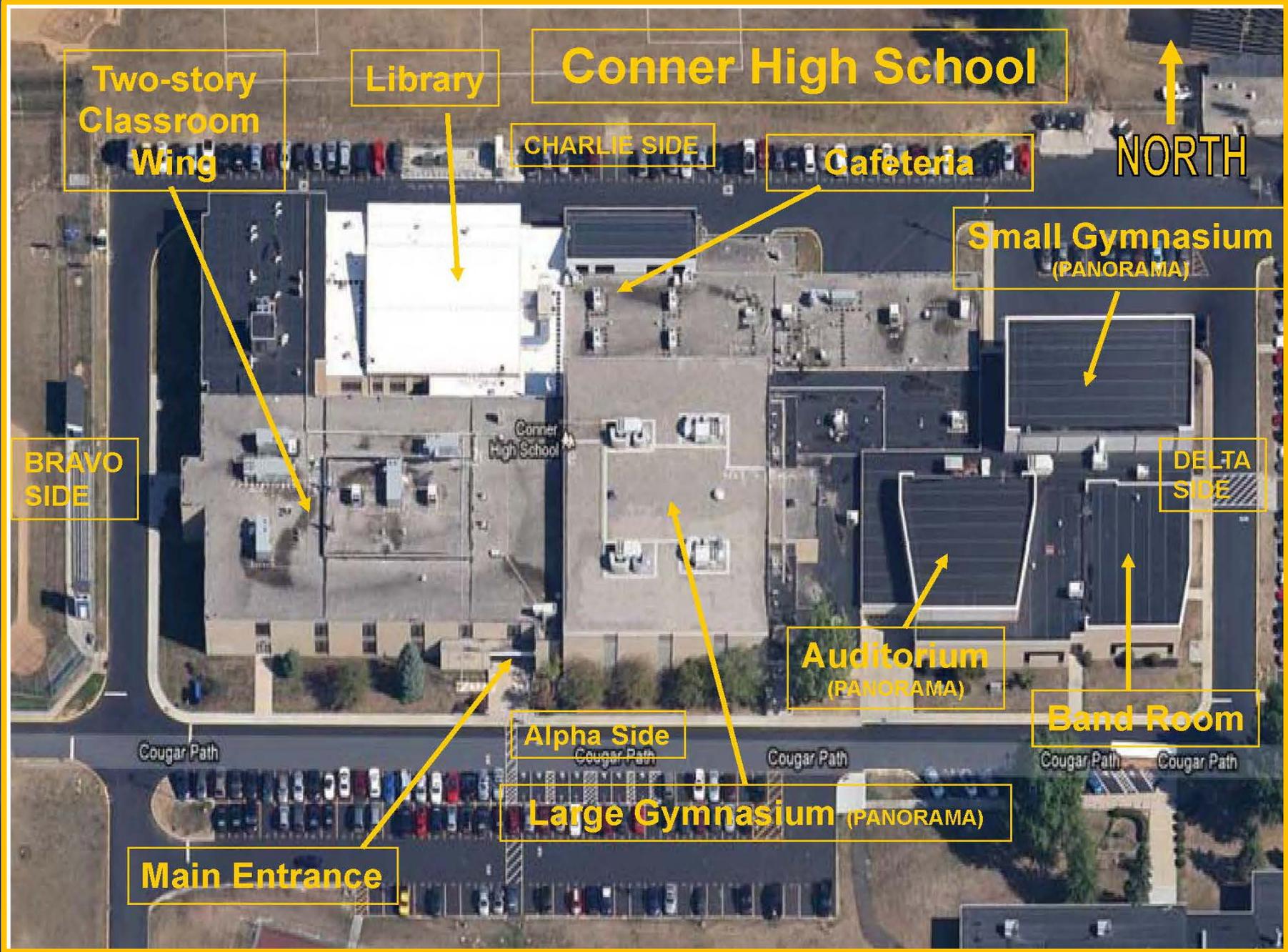
**CHARLIE
SIDE**

Gymnasium (PANORAMA)

Elementary School







Conner High School

NORTH

Two-story Classroom Wing

Library

CHARLIE SIDE

Cafeteria

Small Gymnasium (PANORAMA)

BRAVO SIDE

DELTA SIDE

Auditorium (PANORAMA)

Band Room

Alpha Side

Large Gymnasium (PANORAMA)

Main Entrance

Cougar Path

Cougar Path

Cougar Path

Cougar Path

Cougar Path





100A

100B

012









B1

B2

B3

EJECTION SEQUENCE



A photograph showing a complex mechanical or piping system. The scene is dominated by several large pipes wrapped in silver, reflective insulation. These pipes are connected to various components, including a large vertical pipe wrapped in white insulation. The system is supported by a grey metal frame. In the foreground, a red rectangular label with the white number "135" is attached to a horizontal metal beam. The background shows a dark, industrial environment with structural beams and other equipment. The entire image is framed by a blue border with a yellow inner line.

135



Your High School
School Crisis Plan To
Active Threats

Facility Crisis Plan
To Active Threat

Facility Demographics

Facility Intelligence

- Building population (students & faculty).
- Building construction type and overall layout (assembly areas, classrooms, etc). A complete 360° exterior photo tour. Panorama views of assembly areas.
- Detailed building floor plan to include utility infrastructure.
- Designation of the sides/doors consistent with NIMS nomenclature;
- Exterior identification of doors and classrooms.
- Communications (school & public safety).

SCHOOL DEMOGRAPHICS

Facility/Plan Facts: Your High School

Facility/Plan Fact Sheet: Your High School

Principal: Robert Smith

Address: 10 Dixie Highway ~ The Hills,
Kentucky 41011

Phone number: (555) 555-5555

GPS Location: N 39° 04' 00.43" /
W 84° 31' 57.42"

Total School Census: 667 (*694 from 07:25 – 08:30*)

Students 586 (Grades 9 - 12) **Additional 27
8th graders from 07:25 – 08:30 math lessons*

Staff/Faculty: 81

Square footage: Main Building 103,460

Schmitt Building: 7,100

Spare Building: 8,064

Total Classrooms: 38

Classrooms On 1st Floor - 2

Classrooms On 2nd Floor - 15

Classrooms On 3rd Floor - 14

Mobile classrooms: None

Assembly areas: 3 (Library, Gymnasium, Cafeteria)



**YOUR HIGH SCHOOL
CRITICAL INCIDENT LOCATIONS**

Facility Census:	Square Footage – Main Bldg: <u>103,460</u>
Students: <u>586</u> (2018-19 School Year)	Schott Bldg: <u>7,100</u>
Age range - <u>13</u> to <u>19</u> year olds	Knochelmann Bldg: <u>8,064</u>
Staff/Faculty: <u>81</u>	Number of Class rooms each floor – 1 st Floor – <u>9</u> ;
Total school census: <u>667</u>	2 nd Floor – <u>15</u> , 3 rd Floor – <u>14</u>
School Resource Officer – <u>Yes</u>	Number of Mobile Classrooms – <u>None</u>
Knox Box Present – <u>Yes</u>	Number of large assembly areas: <u>3</u> (Library, Gym, Cafeteria)
	Year(s) built / Type Of Construction – <u>2003 / Non-Combustible</u>

FACILITY / EVENT FUNCTION	LOCATION DESCRIPTION	STREET ADDRESS/PHONE	LAT / LONG	MAP LABEL
Your High School	Main Building	1600 Dixie Highway Park Hills, KY 41011 (859) 491-2247	N 39° 04' 00.43" / W 84° 31' 57.42"	School
Your High School	Schmitt Building		N 39° 04' 01.07" / W 84° 32' 01.39"	Schott
Your High School	The Building		N 39° 04' 00.67" / W 84° 31' 59.59"	Knochelmann
Primary Command Post	Convent	11 Dixie Highway The Hills, KY 41011 (859) 291-2040	N 39° 03' 50.16" / W 84° 31' 56.15"	CP
Alternate Command Post	Gardens Of The Hills	1622 Dixie Highway The Hills, KY 41011 (859) 442-7776	N 39° 03' 53.22" / W 84° 32' 02.18"	Alt CP
Primary Rally Point	Von Lehman Building	810 Wright's Summit Fort Wright, KY 41011 (859) 331-3300	N 39° 03' 45.43" / W 84° 32' 07.98"	Primary Rally Point
Rally Point #2	Fort Mitchell Garage	1420 Dixie Highway Park Hills, KY 41011 (859) 431-3326	N 39° 04' 17.63" / W 84° 31' 38.43"	Alt Rally Point
Rally Point #3	Our Lady Of Lourdes Church	1101 Amsterdam Road Park Hills, KY 41011	N 39° 04' 16.57" / W 84° 31' 57.44"	Alt Rally Point
Staging	St. Agnes Church Parking Lot	1680 Dixie Highway Fort Wright, KY 41011 (859) 431-1802	N 39° 03' 49.04" / W 84° 32' 13.13"	Staging
S.A.V.E. Group Staging Area	Church Parking Lot	1680 Dixie Highway Fort Wright, KY 41011 (859) 431-1802	N 39° 03' 49.04" / W 84° 32' 13.13"	S.A.V.E.

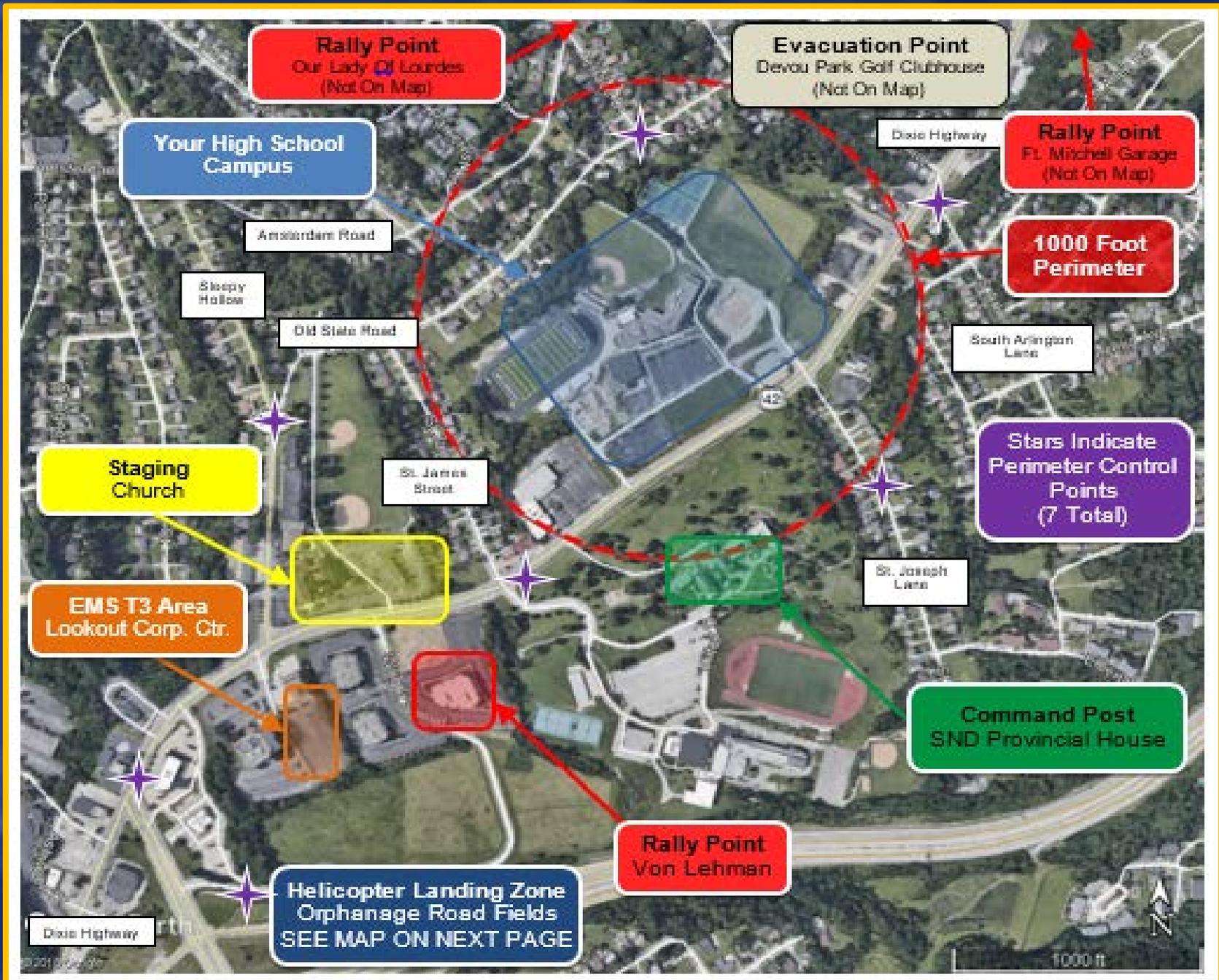
**YOUR HIGH SCHOOL
CRITICAL INCIDENT LOCATIONS**

FACILITY / EVENT FUNCTION	LOCATION DESCRIPTION	STREET ADDRESS/PHONE	LAT / LONG	MAP LABEL
Triage / Treatment / Transportation Area(s)	Lookout Corp. Ctr. Parking Lot	1717 Dixie Highway Fort Wright, KY 41011 (859) 292-5548	N 39° 03' 43.42" / W 84° 32' 15.12"	T3
Landing Zone(s)	Orphanage Road Ball Fields	Wm. Miller Drive Fort Mitchell, KY 41011	N 39° 01' 48.91" / W 84° 33' 22.78"	LZ
Family Reunification Center	Lakeside Christian Church	195 Buttermilk Pike Lakeside Park, KY 41017 (859) 341-1160	N 39° 02' 30.56" / W 84° 34' 07.51"	FRC
Media Collection Area	Fort Wright Police Department	409 Kyles Lane Fort Wright, KY 41011 (859) 331-2191	N 39° 03' 07.23" / W 84° 32' 10.01"	Media Area
Perimeter Point #1	Terrace Drive & Old State Road	Park Hills, KY 41011	N 39° 04' 08.20" / W 84° 31' 58.87"	Control Point
Perimeter Point #2	Dixie Highway & South Arlington Road	Park Hills, KY 41011	N 39° 04' 05.55" / W 84° 31' 44.57"	Control Point
Perimeter Point #3	701 St. Joseph Lane	Park Hills, KY 41011	N 39° 03' 54.43" / W 84° 31' 47.57"	Control Point
Perimeter Point #4	Dixie Highway & Saint James Road	Park Hills, KY 41011	N 39° 03' 49.69" / W 84° 32' 05.50"	Control Point
Perimeter Point #5	Sleepy Hollow Road & Old State Road	Fort Wright, KY 41011	N 39° 03' 56.39" / W 84° 32' 17.20"	Control Point
Perimeter Point #6	Dixie Highway & Kyles Lane	Fort Wright, KY 41011	N 39° 03' 41.92" / W 84° 32' 23.74"	Control Point
Perimeter Point #7	Wright's Summit Parkway & Kyles Lane	Fort Wright, KY 41011	N 39° 03' 37.27" / W 84° 32' 17.64"	Control Point
Community Evacuation Point	Devou Park Golf Clubhouse	1201 Park Drive Covington, KY 41011 (859) 431-8030	N 39° 04' 26.74" / W 84° 32' 12.22"	Evac Pt.
		_____	N _____' _____" /	
		() _____	W _____' _____"	



Facility Pre-Plan Diagram located at each Fire Extinguisher Location





Your High School

Field House Building

Main Building

Cafeteria

Auditorium
(In New STEM
Center Addition)

Schmitt Building

Additions

Gymnasium

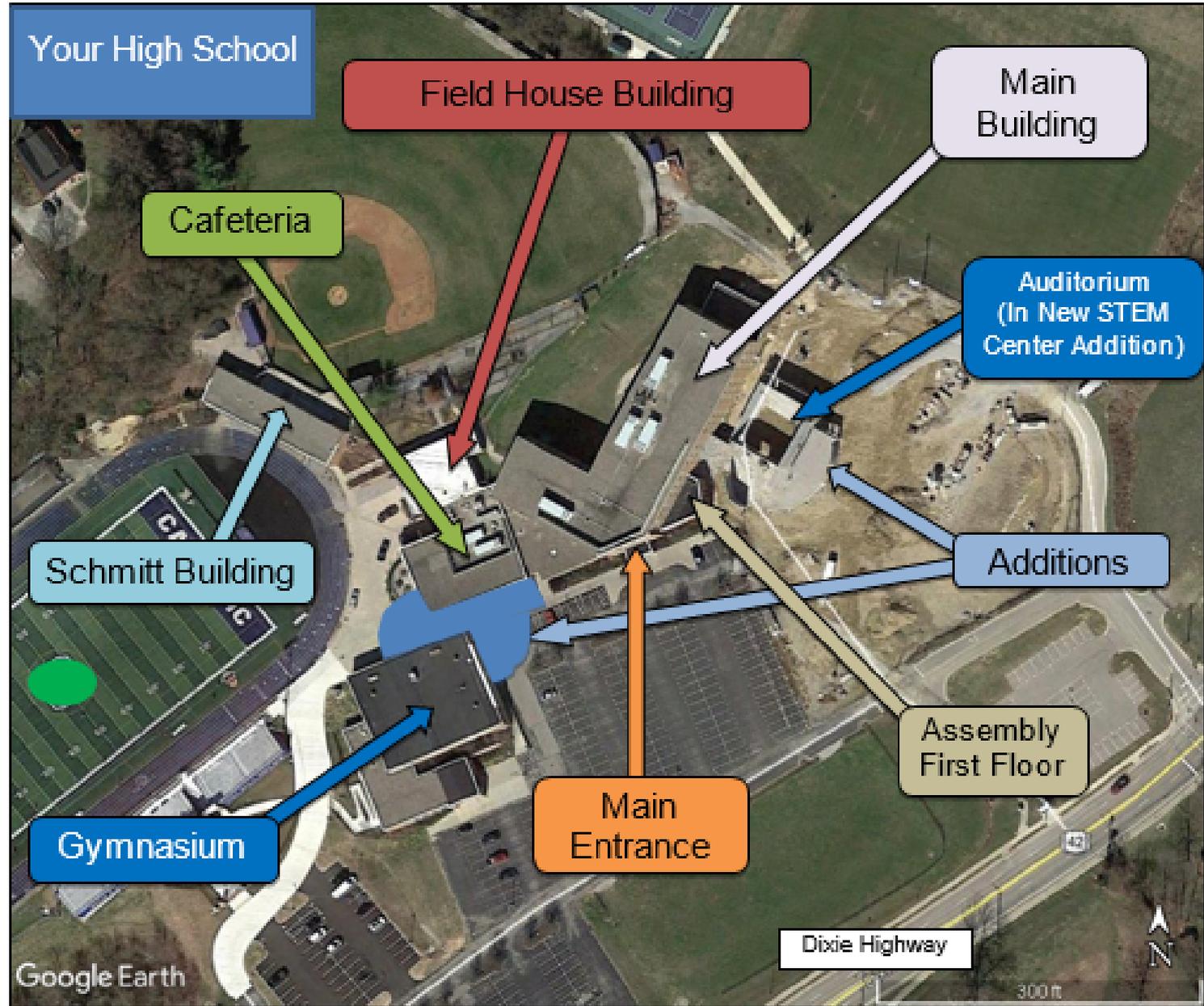
Main
Entrance

Assembly
First Floor

Google Earth

Dixie Highway

300 ft





Dixie Highway



25

Kroger

Helicopter Landing Zone
Highland's Cemetery

Highland
Cemetery

Mitchell



Entrance

Redwood School

Orphanage Road

Alternate Landing Zones

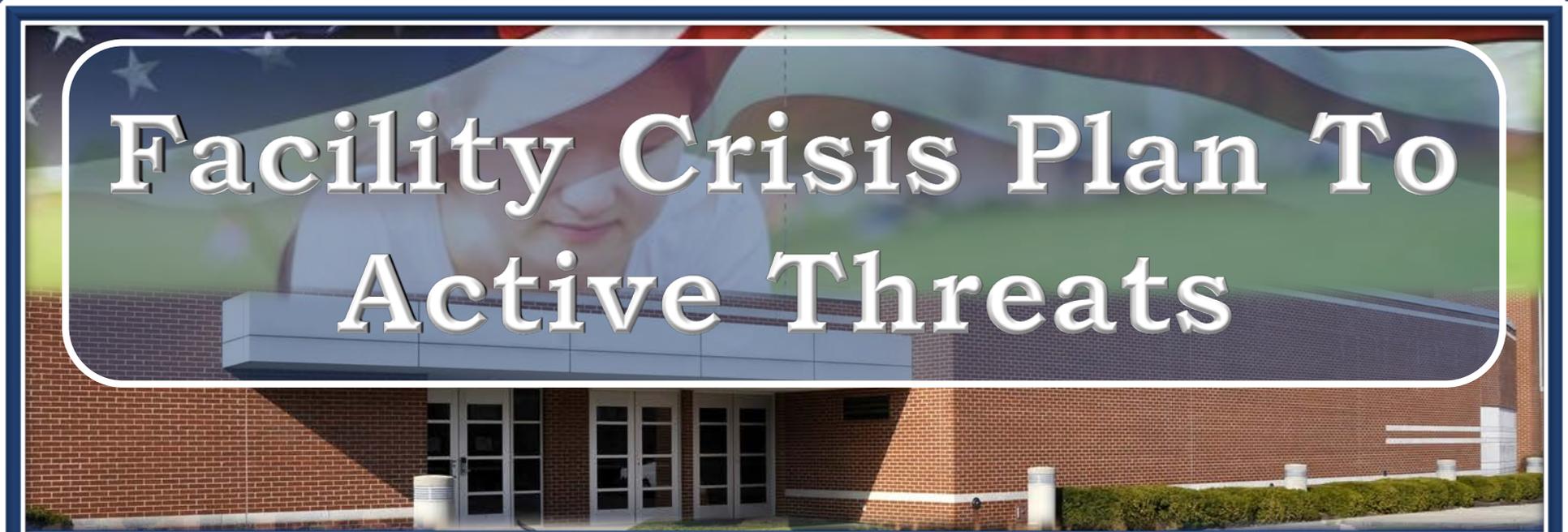
Primary Landing Zone

Wm. Miller Drive

Caldron's Home

Google Earth

700 ft



Facility Crisis Plan To Active Threats

Facility Crisis Plan To Active Threat

Support Slides

THE HILLS POLICE
TACTICAL WORKSHEET
SCHOOL CRISIS EVENT – YOUR HIGH SCHOOL

White = IC
Gray = LE
Red = FIRE
Blue = EMS
Green = EMA
COMPLETED

June 2019

Don appropriate PPE upon arrival; Initiate IMS and incident log.	
Establish Unified Command Post and announce location – <u>SND Provincial House</u>	
Request additional resources (if needed), designate Staging Area/Officer – <u>Saint Agnes Church – Parking Lot (If lot is full, use Dixie Highway as backup)</u>	
Form and deploy Hunt Team(s) as needed.	
Assign LE or other appropriate resources to the seven (7) perimeter control points:	
<ul style="list-style-type: none"> Dixie Highway at St. James Dixie Highway at South Arlington Sleepy Hollow Road at Old State Road Old State Road at Terrace Drive 	<ul style="list-style-type: none"> Dixie Highway at Kyles Lane Area of 701 St. Joseph Lane Wright's Summit Parkway at Kyles Lane
Assign LE resources to additional locations for security:	
<ul style="list-style-type: none"> Rally Points – Von Lehman, Ft. Mitchell Garage, Our Lady Of Lourdes Church EMS T3 Area – Lookout Corp. Ctr. Staging Area – St. Agnes Church 	<ul style="list-style-type: none"> LZ – Orphanage Fields Media Area – Fort Wright PD FRC – Lakeside Christian Church Command Post SND Provincial House
Rescue Task Force (1 st engine and 1 st two RTF ambulances) stage at <u>St. Agnes</u>	
Next 2 ambulances establish T3 Area at <u>Lookout Corporate Center Parking Lot</u>	
Assist school personnel with student accountability and evacuation.	
Consider requesting HazMat, MCI, and EOD resources to the staging area.	
Establish LZ at <u>Orphanage Road Ball Fields (Wm. Miller Drive, Fort Mitchell) - N 39° 01' 48.91" / W 84° 33' 22.78"</u> ; Assign Engine Company to LZ	
Provide ambulances at the Rally Points – <u>Von Lehman, Ft. Mitchell Garage, Our Lady Of Lourdes Church</u>	
Utilize the No. Ky. MCI Plan; Initiate START Triage; Divide incident site into divisions if necessary.	
Assign a Medical Branch Supervisor, Triage, Treatment, and Transportation Officers as needed.	
Request MCI resources (MCU-100, MCU-300) and activate DisasterNet as needed.	
Initiate Code Red notifications for inner perimeter structures.	
Request air space restriction. (2 miles x 2 miles, to 5,000 feet) – Address: <u>1600 Dixie Hwy, Park Hills, KY</u> (GPS Location: N 39° 04' 00.43" / W 84° 31' 57.42")	
Request ten (10) buses to respond to the incident staging area.	
Request the response of Command 100.	

White is Command

Gray or Brown is Law Enforcement

Red is Fire

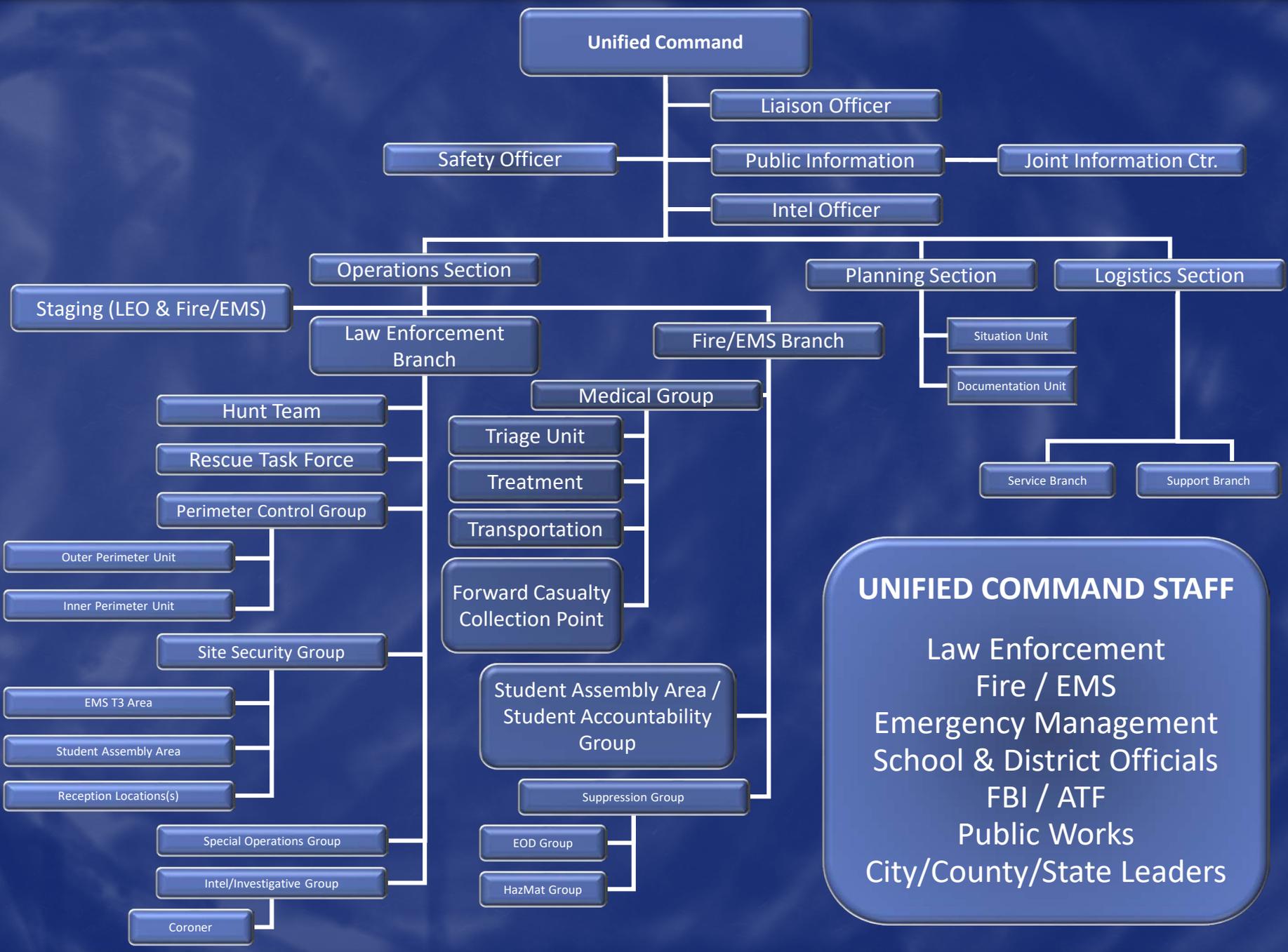
Blue is EMS

Green is Emergency Management

Emergency Access Knox Box



RAPID ACCESS WHEN YOU NEED IT
Eliminate Barriers. Reduce Injury. Minimal Investment.



UNIFIED COMMAND STAFF

- Law Enforcement
- Fire / EMS
- Emergency Management
- School & District Officials
- FBI / ATF
- Public Works
- City/County/State Leaders

SAMPLE SCHOOL DISTRICT ACTIVE THREAT INCIDENT

Unified Command
 PD— Superintendent
 FD—
 Public Works
 School Maintenance
 Emergency Management

Liaison Officer

Safety Officer

Public Information Officer

Operations Section

Planning Section

Logistics Section

**Staging:
PD/Fire**

**Law
Enforcement**

Fire/EMS

**Dispatch
LEO/Fire/
Public Works**

School District

Situation Unit

Supply Unit

Inner Perimeter

Outer Perimeter

Hunt Team

**Perimeter
Security**

**Other School
Security**

**Parent
Reunification
Security**

Traffic/Patrol

Investigations

Transportation

**Rescue Task
Force**

T3

**Forward
Casualty Point**

Bomb Squad

**Fire
Suppression**

HazMat

Aeromedical

**Rally Point
1
Division**

**Rally Point
2
Division**

**School
District
Communications**

**Family
Reunification
Center Task Force**

**District Crisis
Counseling
Group**

**District Long-
Term Recovery
Task Force**

Resource Unit

**Documentation
Unit**

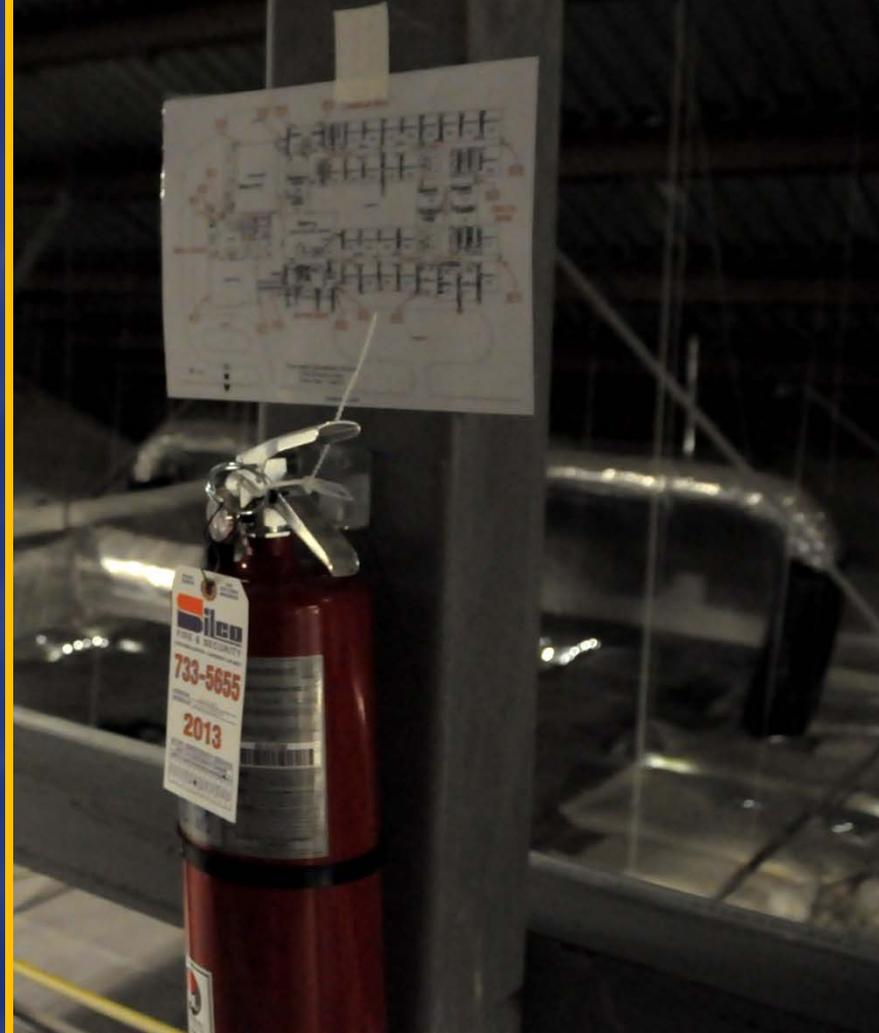
**Long-Term Recovery
Unit**

Facilities Unit

**Health/Wellness
Counselors**

**Public Works
Traffic Task
Force**

Facility Pre-Plan Diagram located at each Fire Extinguisher Location



U.S. Fire Administration

Fire/Emergency Medical Services Department Operational Considerations and Guide for Active Shooter and Mass Casualty Incidents

September 2013



FEMA

Active Shooter and Mass Casualty Incident Check List			
X	#	Responsible Party	Item
			Preincident
	1	Local EMA/AHJ	Multiple victim incident EOP completed
			Incident
	2	LOG	CP established
	3	LOG	CP secured
	4	LOG	U/C and communications method established and communicated to all personnel and communications center
	5	U/C	UC/LE establishes goals and overall strategy: Emphasize Rapid Triage, Treatment and Extrication
	6	U/C	ICS established, command and general staff positions established
	7	OPS	Establish staging manager and staging areas
	8	U/C PIO	PIO staffed, JIS considered
	9	OPS	Fire, medical, and/or rescue branches or groups established in operations
	10	EMS	Establish casualty collection points, evacuation routes and LZs
	11	OPS	Size-up and determine resource requirement
	12	UC and LOG	Request required resources
	13	U/C	Notify hospitals to activate MCI plans
	14	OPS	Develop operational plan
	15	PLN	Start IAP process
	16	OPS	Aviation division established by air assets planned or airspace control required
	17	OPS	Safe, hard cover staging area established (multiples for discipline or geographically)
	18	LOG/ALL	Personnel have readily identifiable ID
	19	U/C	Duress code provided to all responders
	20	U/C	Plan approved by AHJ
	21	OPS	Accountability for victims and civilians involved — established
	22	EMS	Medical branch or group establishes rapid triage, treatment (include hemorrhage control), and transportation portals and sites
	23	EMS	Account for persons triaged, treated and/or transported (record and track locations)
	24	PLN	Provide for rotation and maintenance of on-scene personnel
	25	LOG	Provide refueling, battery charging, and replenishment of expendable materials
	26	PLN	Demobilization plan in place
	27	PLN	After action report process established
	28	PLN	ICS evaluation report plan in place
	29	PLN	Debriefing personnel planned
	30	LOG	Critical stress debrief action planned
	31	PLN	Personnel released
			Post-incident
	32	PLN	After action report prepared
	33	PLN	After action report completed
	34	U/C	After action report submitted to AHJ
	35	PLN	Improvement plan established
	36	PLN	Plan updates processed
	37	AHJ	Plan updates promulgated
	38	AHJ	Training and exercises based on plan updates