

COMMONWEALTH OF THE NORTHERN
MARITIME ISLANDS

DISASTER RESPONSE

PROCEDURES

1983



Commonwealth of the Northern Mariana Islands
Office of the Governor

Saipan, Mariana Islands 96950

Cable Address:
Gov. NMJ Saipan

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FOREWARD

Due to the location of the Commonwealth of the Northern Marianas in the Pacific Typhoon Belt, our islands experience typhoon alerts each year. In the past, several storms and typhoons have been tracked by our Disaster Control/Civil Defense office. These yearly occurrences make typhoon preparedness essential, requiring planned protection for CNMI citizens.


Since it is impossible to predict when we might be faced with an emergency situation, each of us must be prepared with our own emergency plan at all times.

The following pages cover emergency response procedures for the six departments activated during a typhoon alert. Family precautions, emergency warning definitions, charts and media forms are included to aid our residents in their preparations.

This pamphlet also provides you with information about existing State Emergency Plans designed for your protection.

Please read this information thoroughly and get to know more about emergency preparedness.

Keep this information available for reference, and follow the guidelines provided should an emergency arise.


PEDRO P. TENORIO
Governor

Several changes from the CNMI Disaster Emergency Plan become apparent when reading this emergency response pamphlet. This pamphlet contains only those departments responsible for twenty-four hour coverage during typhoon.

All other departments, including the Attorney General, Financial Administration, Community and Cultural Affairs, Economic Development, Housing, and Natural Resources will be utilized after the "all clear" condition or on an emergency basis as needed.

Also please note emergency services is called public safety for purposes of this manual, and the Office of the Mayor on Tinian and Rota are represented by the proposed Disaster Coordinator positions.

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EMERGENCY WARNINGS

In the Typhoon Season months from August through December, there is an ever-present danger from typhoons and tropical storm. For this reason, Civil Defense in Saipan cooperates fully with the Fleet Weather Central and the typhoon tracking planes, radar and other apparatus of the Navy and Air Force commands here in charting and assessing all tropical storms and typhoons which approach. These storms are collectively labeled Tropical Cyclone.

Advisories on the position, track and proximity of tropical storms and typhoons are issued to the press, radio and television media and regular bulletins are aired with frequency when such storms constitute any likely danger to the Commonwealth.

When and if danger becomes extreme, residents will be advised via radio and television when and where to take shelter, as well as the precautions to take to ensure food and water supplies and the safety of property, pets and livestock.

In referring to the chart below on Tropical Cyclone conditions, it is well to bear in mind that the CNMI is in Tropical Cyclone Condition Four (40 m.p.h. winds possible within 72 hours) at all times.

Small Craft Warnings are issued when offshore winds are forecast between 20 and 40 m.p.h. Hazardous surf warnings indicate surf of 9 feet or more and imply danger to small craft. In Gales - winds of 40 to 50 m.p.h. - all boats should remain in harbor.

The graduation from tropical disturbance through typhoon is a matter of degree. A Tropical Disturbance which may dissipate or grow in intensity and danger, usually has winds of less than 20 m.p.h. A Tropical Depression has winds at center of 20 to 40 m.p.h. A Tropical Storm has winds up to 75 m.p.h. at center. In a typhoon, winds are more than 75 m.p.h. at the "eye" and up to 40 m.p.h. in a 150 to 200 mile radius.

TROPICAL CYCLONE CONDITIONS (winds in excess of 64 knots)	Condition	40 mph or Greater Winds Possible W/In
	4	72 hours
	3	48 hours
	2	24 hours
	1	12 hours

The Commonwealth of the Northern Mariana Islands are always in Condition IV, meaning that a storm may occur at anytime within 72 hours or 3 days. This pamphlet is based on emergency response during typhoon conditions only. During Tropical Storm Conditions, activation of emergency crews will be announced if necessary, since a tropical storm may develop into a typhoon.

Condition settings for Typhoon and Tropical Storm are the same. The difference between the two types of storm lies in the wind speed.

Super typhoon: Winds 151 mph. or greater

Typhoon: 76-150 mph.

Tropical Storm: 41-75 mph.

For Example:

Tropical Storm Condition I or II means the wind is averaging 40-72 mph. and may hit within 12 or 24 hours, respectively.

Typhoon Condition I or II means the winds is averaging 73-150 mph and may hit within 12 or 24 hours, respectively.

Power Distribution is automatically shut-down when wind conditions are in excess of 75 mph. This shut-down can also be implemented in the case of heavy rainstorm, when water may be fed into the transformer or cause water saturation of primary wires.

OFFICE OF THE GOVERNOR

I. Planning and Preparation before Typhoon

<u>EMPLOYEE</u>	<u>POSITION</u>	<u>RESPONSIBILITY</u>	<u>CONTACT</u>	<u>RADIO</u>
1. Pete P. Tenorio	Governor	Administration	6407 or	201
2. Pete A. Tenorio	Lt. Governor	Planning	6408 or	331
3. Ray S. Guerrero	Spec. Ass't. Admin.	Chief, RAC	6581	281

II. Condition III

Prior to the announcement of storm conditions, the Governor and his advisors meet to discuss appropriate action. Ray Guerrero is the Governor's representative during disaster. He calls media briefings as well as planning sessions with the responsible department directors and RAC'S (Response Assistance Coordinators) to activate Typhoon response and announce subsequent storm conditions. Four-wheel drive vehicles are arranged for the six departments requiring communication and transportation.

III. Condition II

Chief RAC, Ray Guerrero, will maintain contact with the six major department RAC'S, listed below, as well as the Governor, from the Civil Defense/Disaster Control Office at the US Coast Guard Station in San Antonio.

1. Frank Chong Felix Sasamoto	Disaster Control Officer Civil Defense Coordinator
2. Herman Guerrero Don Torres	Public Works
3. John Flores	Dept. of Education
4. Greg Calvo	Hospital/Public Health
5. Captain Camacho	Dept. of Public Safety
6. Pete Igitol	Procurement and Supply

IV. Condition I

The Chief RAC, will coordinate solely with the RAC'S located at their respective typhoon shelter offices.

V. After Typhoon

All clear status will be announced from the Civil Defense/ Disaster Control Offices through the RAC'S initially. The Governor will declare the "All Clear" typhoon condition through the media.

COMMONWEALTH EMERGENCY MANAGEMENT OFFICE

I. Planning and Preparation before Typhoon

EMPLOYEE	POSITION	RESPONSIBILITY	CONTACT	RADIO
1. Frank Chong	Disaster Control	Administration	6592/6678	311
2. Felix Sasamoto	Civil Defense	Planning and Warnings	6592/6678	652

II. Condition III through Condition II

All staff are on duty before, during, and after any storm warning or occurrence. The following staff report to the office immediately.

EMPLOYEE	POSITION	RESPONSIBILITY	CONTACT
1. Jim Reyes	ADCO	Trouble Areas	351
2. Rachel Hintzen	Planner	Contact Lists	9004
3. Joe Agulto	Response/Recovery	Supplies	291
4. Vic Borja	Communication	Radios	9771
5. Nick Muna	Damage Assesor	Check Damage	None
6. Ray Chong	Maintenance Tech.	Comm. Equip.	9334
7. Nick Guerrero	Research Tech.	Storm Movements	9860
8. Donald San Nicolas	Comm. Operator	Media Warnings	None

III. After Typhoon

During the recovery phase, the Disaster Control Officer, his assistant, the Disaster Planner, and the Response and Recovery Chief are responsible for coordinating federal, and private damage assistance with the CNMI Government. They will work with federal programs such as IFGP, Red Cross, and insurance companies.

IV. Overtime

For duty beyond Condition II, civil service employees may be given a TYPHOON BONUS. Overtime is authorized only for those employee who are not on stand-by for that particular day, according to personnel policy.

DEPARTMENT OF PUBLIC SAFETY

I. Planning and Preparation before Typhoon

EMPLOYEE	POSITION	RESPONSIBILITY	CONTACT	RADIO
1. Felix Cabrera	Director	Administration	6333/6431	00
2. Frank Aldan	Ch. Fireman	Planning/Ambulance	6222/9222	Fox Trot
3. Jose Ada	Ch. Protection	Correction/Jail	7254	02
4. Joe Babauta	Ch. Police	Police Patrols	6431/6333	01
5. Cpt. Pickelsimer	Police Cpt.	Patrol Traffic	6431/6333	Charlie 3
6. Cpt. Tagabuel	Procurement	Food/Supplies/Comm.	6431/6333	Charlie 2
7. Cpt. Castro	Investigation			Charlie 4

II. Condition III

All thirty policemen are alerted to standby.

III. Condition II through Condition I

All policemen are assigned to the station in two rotating shifts, with fifteen men in the field covering the beats containing the typhoon shelters for twelve-hour stretches. Two shifts patrol the islands. Each shift has a vehicle carrying one protective policemen, one traffic; one EMT, and paramedics.

IV. After Typhoon

Prisoners clear debris. Police transport patients to the hospital and clear roads with the help of Public Works. The police also make village announcements over the P.A. System; announcements concerning flooded areas, open shelters, and etc.

V. Overtime

For federally declared disaster, policemen of sergeant rank down are eligible. During search and rescue operations, ten men are required. The eligible patrol men are listed in the overtime roster in the order of their platoons.

DEPARTMENT OF PUBLIC WORKS

I. Planning and Preparation before Typhoon

EMPLOYEE	POSITION	RESPONSIBILITY	CONTACT	RADIO
1. John Pangelinan	Director	Administration	9481	14
2. David Atalig	Deputy	Planning	None	None
3. Joaquin Duenas	Chief Op.	Planning	None	None
4. Bailey Obradovitch	Chief Tech.	Planning	None	None
5. Herman Guerrero	RAC	Road Repair/Trans.	9761/6396	Unit 6
6. Don Torres	Co-RAC	Boarding Bldgs.	9711/9712	612

II. Condition III

All department supervisors are called for briefing. The Command Post is established at the Trouble Desk in the main building. Contact person for the desk is:

Nieves Babauta	Coordinator	Trouble Desk	9481/9711/9712
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Two shifts on the Trouble Desk, one person per shift, will be taken from these names.

Manuel Eugenio	Contact Numbers: 9481 or
Jesus Tudela	9711 or
Jose Taitano	9712 or
Jose Ada	9714

On Condition III, all employees are asked to be on standby.

III. Condition II

All employees not required for emergency crew are released. All supervisors listed below work with their emergency crew through Condition I until the storm prevents work. These names are in addition to Don Torres and Herman Guerrero.

Jesus P. Castro	Power Distribution
Masahiro Nishimoto	Power Generation
Jesus D. Muna	Emergency Generators
Epiphania Cabrera	Water/Sewer
Joaquin C. Duenas	Operation & Maintenance Division
Anselmo M. Iglecias	Automotive/Heavy Equipment

IV. Condition I

The Command Post will be covered until storm velocity requires Walkie-Talkie communication from the Medical Warehouse. All overtime crews will work until Condition I winds and rains prevent operation; they will then be housed at the warehouse/bunker.

VI. Overtime

Overtime is authorized for the working crews of the listed supervisors from Condition II through Condition I according to personnel policy.

HOSPITAL AND DEPARTMENT OF PUBLIC HEALTH

I. Planning and Preparation before Typhoon

EMPLOYEE	POSITION	RESPONSIBILITY	CONTACT	RADIO
1. Dr. Villagomez	Director	Planning	6110/6174	651
2. Greg Calvo	RAC	Operations	6112/7337	
3. Josephine Sablan	CO-RAC	Operations	6260	
4. Dr. Sugar	Chief of Staff	Planning	None	
5. Anna Castro	Chief Nurse	Nurse Supervisor	None	

II. Condition III

Dr. Villagomez and Greg Clavo meet with the Governor's representative and the other government departments to coordinate movement of the patients and paramedic supplies.

III. Condition II

Half of the nursing staff report to the hospital. The staff are rotated in sixteen-hour shifts. Fifteen persons are needed to run the hospital. Those staff willing to stay when Condition II is announced are held on duty; so if all staff do not report to the hospital, there will be sufficient staff to transport patients to the Nursing School.

IV. Condition I

All patients are housed in the Nursing School with the RAC in charge of hospital operations. Communication is maintained with the Disaster Control Center.

V. After Typhoon

Sanitation crew may be needed for hospital and public health building and grounds clean up. A washing machine and dryer are needed for use by the hospital staff, since laundry is a problem without electricity. A four-wheel drive vehicle is necessary for personnel to transport patients and coordinate staff.

VI. Overtime

All staff, except National Health Services doctors and excepted services contract personnel, are eligible for overtime. Fifteen nurses and five administrators must remain on standby. Depending on the duration of the disaster the original fifteen nursing staff may not be the only staff to remain on standby. Rotation of all staff may be necessary.

DEPARTMENT OF EDUCATION

I. Planning and Preparation before Typhoon

<u>EMPLOYEE</u>	<u>POSITION</u>	<u>RESPONSIBILITY</u>	<u>CONTACT</u>	<u>RADIO</u>
1. John Flores	RAC	Coordination	6249	321
2. Luis Rangamar	CO-RAC	Shelters	7144	F-13
3. Frank Sablan	Bus Supervisor	Transportation	9457	Mobil - 0

II. Condition III

All employees previously designated report for standby transportation and evacuation by remaining at home or a reachable location. Typhoon shelter locations and appropriate shelter managers are designated. The police are contacted as to the location of the typhoon shelters designated. Frozen commodities necessary to be used within ten to twelve hours after electric power dies are located.

III. Condition II through I

All designated employees are to be on location for emergency evacuation to and from the shelters. Shelter managers open schools designated as typhoon shelters and man.

IV: After Typhoon

Shelters' managers remain at designated typhoon shelters if evacuees are required to stay after Condition I has passed.

Bus drivers evacuate flooded low lying areas after the storm passes. They also transport evacuees back to their homes when the shelters are closed. When necessary the Governor is authorized to utilize frozen and dry commodities at the Food Services Center.

V. Overtime

Upon declaration of Condition III, standby civil service personnel are eligible for overtime (1.5) whether at home or at their duty stations.

PROCUREMENT AND SUPPLY

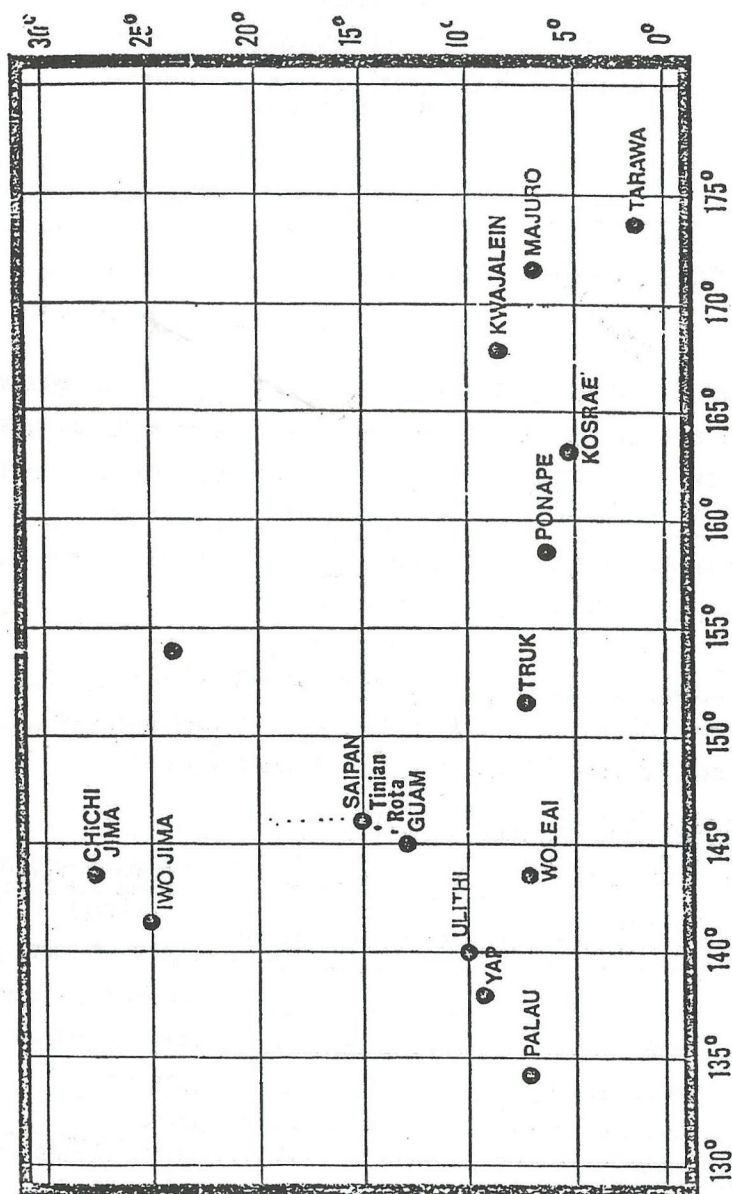
<u>EMPLOYEE</u>	<u>POSITION</u>	<u>RESPONSIBILITY</u>	<u>CONTACT</u>	<u>RADIO</u>
1. Pete Igitol	Chief	Material/Food Supply	9441	301

DISASTER OVERTIME

In order to reduce expenses and insure that employees perform services during disaster activation according to the provisions of the law and the appropriate personnel policies, the following policies will govern:

1. Employees under excepted services contract are ineligible for overtime, hazardous pay, or typhoon emergency differential, unless such pay is clearly specified in their contract(s).
2. Permanent and temporary civil service employees are eligible to be compensated overtime or typhoon differential as provided in Section 201 of Chapter II of Public Law 3-15 and Part IV. B15, A and IV.B19, E of the Personnel Service System Rules and Regulations. The overtime rate is one and one-half (1½) times the basic salary rate or adjusted salary rate. The typhoon emergency differential is established at the rate of two and one-half (2½) times the base salary rate or adjusted base salary rate.
3. Because the duration of the disaster is normally unknown, advance approval of overtime is not required. However, the appropriate department heads will submit the standardized overtime form to the Disaster Control/Civil Defense Office in San Antonio for review. Final approval will be given by the Special Assistant for Administration.

TYPHOON PLOTTING CHART



DO'S AND DONT'S FOR FAMILIES BEFORE, DURING AND AFTER TYPHOON

Typhoon Condition III

1. Fill your car with gas. When power goes out, pumps will be inoperative.
2. Clear the outside area of lumber, BBQ grills or any object which might be propelled by the wind.

Typhoon Condition II

1. Board-up windows. Remove air conditioner (if exposed) and securely patch opening.
2. Adjust freezer to HIGH for cooling. Perishables will last for quite some time if the opening of doors is kept to a minimum. Fill old milk containers with water and freeze. This will help keep the temperature down and will provide drinking water later if the need arises.
3. Clear the floor of carpet. Move all furniture away from windows and doors. Water seepage can be a major factor in typhoon damage.
4. Remove items from all walls. (pictures, shelves of books, etc.)
5. During Typhoon Condition II, automobile traffic will be held to an absolute minimum. Cooperate with Public Safety in the enforcement of this item.
6. Make sure that at least one door or window can be opened on each side of the house.
7. Remove and store the T.V. antenna.

Typhoon Condition I

1. Fill containers (such as washing machine) with water.
2. When possible, drinking water containers should be capped or covered.
3. Do not waste water. Even after the typhoon, water may be greatly needed item for several weeks.
4. Chemical sterilization of drinking water is preferable over boiling as cooking fuel should be conserved during a disaster situation. To sterilize water.
 - a. 12 drops ($\frac{1}{4}$ teasp.) household bleach per gallon of water.

- b. 3 drops of bleach per quart of water.
- c. All water must stand for 30 minutes minimum after treatment before it is consumed.
5. Place rags by the bottom of doors or any areas where seepage might occur. Have a mop and pail handy.
6. When high winds start; keep windows or door open on the opposite side from the one facing the wind. This will prevent a vacuum from building up. When the center, or eye, of the typhoon passes over, there will be a lull in the wind. This is the time to open a door or window on the other side of the house, and to close the previously opened side, as the wind will begin to come from the opposite direction with an equal or greater force than previously.
7. Do not go outside during the height of the storm for any reason.
8. Prop open all inside doors with heavy objects during the height of the storm. Glass sliding doors, particularly, should be left open. Closed doors will create vacuum build-up from room to room within the house. This in turn can create a dangerously implosive situation.
9. Utilize perishable food items before canned food items to the degree possible.
10. Due to fire danger, white gas stoves are suggested over charcoal grills for inside cooking.
11. Radio Station KSAI will continuously broadcast instructions and conditions on a 24-hour basis. A portable radio and extra batteries are suggested as part of your Typhoon Preparedness Kit.
12. Do not plan to use the telephone during Condition I. It is imperative to keep the telephone lines open for official business and emergency use.
13. Keep calm. It is a matter of record that injuries sustained during a disaster involve individuals who were unaware of what was happening, were not prepared, or panicked needlessly.

AFTER THE TYPHOON IS OVER

1. Don't touch any loose or dangling wires: Report them to Public Works Trouble Desk.
2. Report broken sewer or water lines to Public Works.
3. Be alert to prevent and to report fires.
4. Do not consume any spoiled foods or refrigerated foods which have warmed.
5. Drive cautiously. Debris and erosion will make the roads particularly dangerous.
6. Insure that All garbage is sealed in plastic bags if at all possible. Sanitation measures are of extreme importance as post disaster situations provide epidemic disease environments.

SUPPLY CHECKLIST FOR THE HOME

The following items should be obtained and stored as soon as possible as a minimum kit: (Add or delete items as appropriate for your individual situation.)

1. Enough canned food for one week. (spam, corned beef, dried milk and fruit.)
2. Bottled drinking water.
3. Candles and matches.
4. Sterno/white gas coleman type stove.
5. Lantern and fuel or flashlight and batteries.
6. First Aid Kit.
7. Plastic bags for garbage.
8. Portable radio and batteries.
9. Mop and Pail.
10. Baby food, medicine, diapers, etc.
11. Ice chest and ice.
12. Disposable kitchen ware for a week (paper plates, etc.)
13. Games for children to insure that they do less damages than the typhoon.