

Pennsylvania Emergency Management Agency
and
Office of Homeland Security



PEIRS Field Guide

Pennsylvania Emergency Incident Reporting System

Return this book to: _____

Phone: _____

Based on Emergency Management Directive 2003-2

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Purpose of PEIRS

The Pennsylvania Emergency Incident Reporting System (PEIRS) establishes standard criteria for reporting incidents to the Pennsylvania Emergency Management Agency (PEMA) and the Office of Homeland Security (OHS) that affect the safety, security, health and welfare of the citizens of the Commonwealth.

PEIRS has been chosen by PEMA and OHS to be the reporting system for the Commonwealth of Pennsylvania.

For the past 10 years, PEIRS has established a proven track record for reporting and tracking all hazards that impact the Commonwealth and its resources.

Director of PEMA

Director of OHS

Reporting Incidents



To report an incident to the State Emergency Operations Center (State EOC)

- Call: (800) 424-7362 (In State)
or (717) 651-2001

- PEMA website: www.pema.state.pa.us
(To obtain reporting rights to the PEMA website,
contact your EMA County Coordinator)

- Pa STAR: PA Statewide Telecommunications
Alerting and Reporting System

- Email: stateeoc@state.pa.us

- Fax: (717) 651-2021

Reporting Incidents



- Provide your name, organization (county) and call back telephone number.

- Describe the incident:
 - ✓ What occurred?
 - ✓ Why did it occur? (cause if known)
 - ✓ When did it occur?
 - ✓ Where did it occur? (address, county, city, borough/township)
 - ✓ Who and/or what is affected? (people, roads, streams, etc.)
 - ✓ What is the current situation? (who is on scene, who is en route who has been notified, what actions have been taken)
 - ✓ What future actions are planned?
 - ✓ What assistance is needed?

Important: Do not delay reporting an incident to gather all details.

Important Telephone Numbers



- ❑ PEMA State EOC: (717) 651-2001
Fax: (717) 651-2021
(800) 424-7362
(In State Only)
- ❑ PEMA Western Region: (724) 357-2990
Fax: (724) 357-2992
(800) 972-7362
(In State Only)
- ❑ PEMA Central Region: (717) 651-7060
Fax: (717) 651-2293
(800) 272-7362
(In State Only)
- ❑ PEMA Eastern Region: (610) 562-3003
Fax (610) 562-7222
(800) 372-7362
(In State Only)

- ❑ State Police Terrorism Tip-Line:
1-888-292-1919 or email: sp-intelligence@state.pa.us

- ❑ National Response Center: (800) 424-8802 and
www.nrc.uscg.mil

Hazardous Materials



☐ Report any spilling, releasing or disposal of hazardous materials into the environment. This includes the illegal dumping of any container used to store or transport such substances. Report the following:

- ✓ Chemical releases or spills
- ✓ Chemical tank leaks or spills
- ✓ Corrosive materials
- ✓ Flammable liquid and solids
- ✓ Explosions
- ✓ Natural gas releases
- ✓ Mine drainage/discharges
- ✓ Mine blowouts
- ✓ Chemical pipeline break or leak
- ✓ Bio-hazardous waste
- ✓ Toxic/infectious substances
- ✓ Hazardous waste materials
- ✓ Residual Waste
- ✓ HazMat Team Deployment

Note: For fuel or oil spills see the “Petroleum Products” PEIRS category. For Radioactive releases see the Nuclear/Radiological category.

Notes:



- _____
- _____
- _____
- _____
- _____
- _____
- _____
- _____

Petroleum Products



Report any quantity of discharge (release or spill) of the substances listed below:

- ✓ Diesel fuel
- ✓ Gasoline
- ✓ Heating oil
- ✓ Kerosene
- ✓ Crude oil
- ✓ Motor or Hydraulic oil
- ✓ Gas well release or spill
- ✓ Non-hazardous wastes
- ✓ Oil sheen or slick
- ✓ Pipeline break or leak
- ✓ Storage tank leak or spill

Geological Emergency



Report the following:

- ✓ Earthquake
- ✓ Ground subsidence
- ✓ Landslide or mudslide
- ✓ Mine subsidence
- ✓ Rockslide
- ✓ Sinkhole

Fire



- Structure Fires:** Report all fires or explosions that cause, or have the potential to cause, hazardous materials spills or releases and major property damage or any fire that impacts the resources of the county.

- Religious Organizations:** Report all fires involving threats of arson or bombs affecting property owned, leased or rented by religious organizations.

- Report all fires that are directly responsible for fatalities.

- Smoke Condition:** Report heavy or dense smoke conditions that cause fatal accidents or road closures. Also report smoke conditions that result in evacuations of nursing homes, prisons, schools, hospitals and any other public or commercial building.

Continued on next page



Fire

Continued

- Firefighter Deaths:** All deaths of firefighters or fire police, suffered in the line of duty, must be reported.

- Other reportable fire incidents:**
 - ✓ **Gas well/oil well fires**
 - ✓ **Tire fires**
 - ✓ **Mine fires**
 - ✓ **Tunnel fires**
 - ✓ **Refinery fires**
 - ✓ **Wild and forest fires**
 - ✓ **School fires**
 - ✓ **Critical facilities**

Adverse Weather



- Floods/Flash Floods - Report all flooding that causes:**
 - ✓ Evacuation of homes and/or businesses
 - ✓ Property loss to homes, businesses, industry, state, county or local government
 - ✓ Loss of life
 - ✓ Primary and secondary road closings
 - ✓ Loss of transportation systems such as airports, rail networks and navigable waterways
 - ✓ Failure of water and/or wastewater treatment plants

- Heavy Snow/Blizzards/Ice Storms – Report snow storms that close major roadways or cause major power outages or other utility or fuel disruptions.**

Continued on next page

Adverse Weather

Continued



- High Winds/Hurricanes** – Report sustained winds that cause disruption of utility service.

- Ice Jams** – Report ice jams that have the potential for causing damage or flooding to bridges and structures.

- Severe Thunderstorms** – Report thunderstorms that cause loss of life and/or moderate and major property damage.

- Tornadoes** – Report tornado funnel clouds and actual tornado touchdowns.

Nuclear/Radiological



Report the following:

- ✓ Radiological transportation accident
- ✓ Radiological waste spill
- ✓ Receipt of radiological transport notices
- ✓ Theft or loss of any state or federally-licensed radiological source
- ✓ Fire at a Nuclear Regulatory Commission or State licensed radiological materials facility
- ✓ Activation of a nuclear power plant siren system
- ✓ Radiological release
- ✓ Nuclear plant unplanned outage

Utility Emergency



- Injury or Death** – Report any incident involving death or injury resulting from public utility operations.

- Unusual Utility Incident** – Report any unusual event or incident that will impact on the continuous service of the following utilities:
 - ✓ **Electric**
 - ✓ **Gas**
 - ✓ **Steam heat**
 - ✓ **Telephone**
 - ✓ **Water**
 - ✓ **Wastewater treatment plants**

- Power Outages** – Report electrical outages.

Continued on next page

Utility Emergency *Continued*



- Telephone Outages** – Report telephone outages.

- Energy Shortages** – Report all energy shortages or excessive energy demands regardless of the cause. (Examples include: coal, gas, electrical, kerosene, oil, and propane)

- Additional reportable utility emergency incidents:**
 - ✓ **Dam failure**
 - ✓ **Water supply contamination**
 - ✓ **Water main break**
 - ✓ **Well contamination**
 - ✓ **Damage to underground utility lines**

Transportation Emergency



- HAZMAT** – Report all vehicle accidents involving spills or releases of hazardous materials.
- Buses** – Report all bus accidents.
- Construction Zones** – Report all accidents that occur in a construction or maintenance zone.
- Public Safety Personnel** – Report all accidents involving public safety personnel (i.e. police, firefighters, EMS, emergency management personnel) that occur in the line of duty.
- Major Road and Bridge Closures** – Report all incidents that close pre-designated evacuation routes or interstate highways (including the Turnpike).
- Aircraft Accidents** – Report all commercial or private aircraft incidents
- Other reportable transportation emergency incidents:**

✓ Railroad

✓ Waterway

Civil Disorder



- Report all incidents where there is the imminent threat or existence of civil disorder.**
 - ✓ **Riots**
 - ✓ **Protests & Demonstrations**
 - ✓ **Prisons/Jail Disturbances & Escapes**

Terrorist Activity



Terrorism

“ The unlawful use of force or violence committed by a group or individual against persons or property to intimidate or coerce a government, the civilian population or any segment thereof, in furtherance of political or social objectives.” - FBI

Terrorist Activity



Report the following:

Bomb Threats – Report all bomb threats.

✓ Schools

✓ Government Buildings

✓ Hospitals

✓ Religious Institutions

✓ Daycare Centers

✓ Private Industry

✓ Nursing Homes

Hostage/Abductions Situations – Report hostage situations that threaten the public or require additional resources.

Bombs/Improvised Explosive Devices Found – Report the finding or actual detonation of bombs or improvised explosive devices.

Continued on next page

Terrorist Activity

Continued



Other reportable terrorist activity incidents:

- ✓ **Chemical/biological/radiological materials threats**
- ✓ **Computer system/cyber attacks**
- ✓ **Sabotage**
- ✓ **Suspected terrorist activity**
- ✓ **Suspicious packages/devices**
- ✓ **Suspicious substances**

Search and Rescue



- Report all of the following:
 - ✓ Cave, well and confined space rescues
 - ✓ Collapsed building and Urban SAR
 - ✓ Missing aircraft searches
 - ✓ Missing persons searches, wilderness SAR
 - ✓ Water rescues
 - ✓ Trench rescues

- Requests for PA Task Force-1 Urban SAR Team must be made through the county emergency management agency or 911 center to the State EOC.

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Search & Rescue

Continued



- ❑ **The Civil Air Patrol (CAP) provides the following:**
 - ✓ **Air and ground search and rescue teams**
 - ✓ **Vehicles**
 - ✓ **Aircraft**
 - ✓ **Field/mobile communications**

- ❑ **CAP can be assigned to the following missions:**
 - ✓ **Aircraft search and rescue**
 - ✓ **Missing persons**
 - ✓ **Non-presidential declared disaster search and rescue**
 - ✓ **Catastrophic disaster search and rescue**
 - ✓ **Locating emergency locator transmitter (ELT) signals**
 - ✓ **Radiological monitoring**

- ❑ **Requests for CAP must be made to the State EOC through the county emergency management agency or 911 center.**

Explosives



- Report the loss, theft or discovery of any of the following:
 - ✓ Blasting caps
 - ✓ Commercial explosives
 - ✓ Dynamite
 - ✓ Military ordnance

- Report all responses by an Explosive Ordnance Disposal (EOD) unit or bomb squad.

Note: For suspected terrorism events see the "Terrorism" PEIRS category.

Public Health Emergency



- Report any emergency that causes the evacuation or closing of:
 - ✓ hospitals
 - ✓ nursing homes
 - ✓ pharmaceutical companies
 - ✓ personal care homes

- Mass casualty/fatality incidents

- Disease & Epidemic Outbreak – Report any suspected or confirmed outbreak of unusual diseases

- Injury or fatality to Public Safety personnel

Other Events and Special Procedures



Report all of the following:

- ✓ All large public gatherings
- ✓ Rallies, protests and marches where the lives or property of the citizens are endangered (i.e. group meetings, free-speech activities, activist causes, etc.)
- ✓ VIP-related events
- ✓ Unidentified flying object (UFO) sightings
- ✓ Implementation a county mutual aid agreements or resource request

Agricultural/Animal Emergency



- Animal Health** - Any reportable disease or other animal health emergency that could impact the environment or human health.
 - ✓ fish kills
 - ✓ farm animals – live stock
 - ✓ wildlife
- Report any incident affecting the safety or further marketability of food.
- Plant Industry/Fertilizer/Pesticide** – Report any fertilizer/pesticide discharge, exposure, or spill.

Aerial Activity/Ground Spraying



Report all of the following:

Suspicious Aerial Activity

Aerial/Ground Spraying:

- ✓ **Mosquitoes**
- ✓ **Bait Drops**
- ✓ **Crop Spraying**

Aerial Inspections/Special Flyovers

Resource Requests



- Resource requests will be forwarded to the State EOC after all local resources have been exhausted and mutual aid agreements have been implemented. The following information must be supplied:**
 - ✓ **Name/Organization/Call-back number of person making request**
 - ✓ **Description of Resource Requested**
 - ✓ **Point of Contact Name/Number (e.g. cell phone, pager, radio)**
 - ✓ **Directions to the scene**

Resource Requests

Continued



Examples:

- ✓ 24-hour State/Federal Agency Contacts/ Resources
- ✓ Airspace Restrictions
- ✓ Bomb Squads/EOD Teams/Bomb Dogs
- ✓ Civil Air Patrol (Aircraft/Ground Search/ Crash Site Security)
- ✓ Pumps
- ✓ National Guard Resources
- ✓ Sandbag Suppliers
- ✓ PA Dental Identification (PADIT) Teams
- ✓ Disaster Mortuary Operational Response (D-MORT) Teams
- ✓ Generators
- ✓ Critical Incident Stress Teams
- ✓ Search & Rescue Resources/ Dive Teams/ Search Dogs
- ✓ Debris Removal Teams
- ✓ State Police Helicopters/ Special Emergency Response Team (SERT)
- ✓ Water Trailers
- ✓ Regional Counter-terrorism Task Forces



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