

## Glossary

Term	Definition
<b>Access - Functional Needs Populations</b>	Individuals who may be more vulnerable because of immobility or their inability to take protective action. These individuals can include children, the elderly, tourists, inmates, and people with disabilities. Other populations that you should be aware of when planning include non-English speakers, mobile home residents, and the transportation-disadvantaged.
<b>Adversarial/Human-Caused Hazards</b>	Include technological hazards (caused by the tools, machines, and substances used in everyday life) and intentional acts (caused by people attacking or damaging what is valuable in a society). Examples include hazardous materials release, major computer system failures (e.g., 911 system), terrorist attacks, and riots.
<b>After-Action Report (AAR)</b>	Completed following training and exercise, this document addresses opportunities for improvement of plans and procedures.
<b>Asset</b>	Any manmade or natural feature that has value, including, but not limited to people; buildings; infrastructure like bridges, roads, and sewer and water systems; lifelines like electricity and communication resources; or environmental, cultural, or recreational features like parks, dunes, wetlands, or landmarks.
<b>Building</b>	Any structure that encloses a space used for sheltering and occupancy; including a gas or liquid storage tank that is principally above grade; and shall include manufactured homes.
<b>Cascading Emergencies</b>	Series of incidents triggered by an event.
<b>Community Emergency Response Team (CERT)</b>	A group of people organized as a neighborhood-based team that receives special training to enhance its ability to recognize, respond to, and recover from a major emergency or disaster situation.
<b>Community Exposure Profile</b>	Process during which a list is created of which assets in a community could be affected by hazards that may occur.
<b>Comprehensive Emergency Management Plan (CEMP)</b>	Document that establishes uniform policy and procedures for the effective coordination of response to a wide variety of natural and technological disasters.

Term	Definition
<b>Continuity of Government Plan (COG)</b>	Document that establishes policy and guidance to support the continuation and line of succession for governmental functions.
<b>Continuity of Operations Planning (COOP)</b>	Document that establishes the policy and guidance to support the execution of an organization's mission essential functions in any event that requires the relocation of selected personnel and functions to an alternate facility.
<b>Critical Incident Stress Management (CISM)</b>	An opportunity for individuals to talk about the stress of an incident when it happens.
<b>Critical Infrastructure and Key Resources (CIKR)</b>	Components necessary for the health and welfare of the population of your community. Critical infrastructure includes public safety services, healthcare, utilities, transportation systems, lifelines, and facilities that, if impacted by a hazard event, could result in high potential loss or release of hazardous materials.
<b>Damage Assessment</b>	Process for determining the severity and magnitude of a hazard event on the public and private sectors of a community.
<b>Damage Assessment Coordinator</b>	Individual who oversees that entire damage assessment program.
<b>Damage Assessment Planning Process</b>	The steps for planning a damage assessment program include establishing the local Damage Assessment Planning Team, gathering information, determining plan components and assumptions, identifying damage assessment zones, establishing local standards, and establishing procedures for maintaining the plan.
<b>Damage Assessment Response Team</b>	Individuals who go into a community following an incident or an event (as soon as it is safe to do so) to evaluate and document the physical damage caused and its potential impact on the community. The Damage Assessment Response Team should be composed of members from various groups and functional areas within the community.
<b>Debris</b>	Scattered remains of assets broken or destroyed in a hazard event. Debris caused by a wind or water hazard event can cause additional damage to other assets.

Term	Definition
<b>Disaster</b>	Dangerous event that causes significant human and economic loss and demands a crisis response beyond the scope of any single agency or service, such as the fire or police department. Disasters are distinguished from emergencies by the greater level of response required. Disasters require resources beyond those available locally.
<b>Drill</b>	A coordinated, supervised exercise activity normally used to test a single specific operation or function.
<b>Earthquake</b>	Sudden motion or trembling that is caused by a release of strain accumulated within or along the edge of earth's tectonic plates.
<b>Emergency</b>	Absent a Presidentially declared emergency, any incident(s), human-caused or natural, that requires responsive action to protect life or property. Under the Robert T. Stafford Disaster Relief and Emergency Assistance Act, an emergency is "any occasion or instance for which, in the determination of the President, Federal assistance is needed to supplement state and local efforts and capabilities to save lives and to protect property and public health and safety, or to lessen or avert the threat of a catastrophe in any part of the United States."
<b>Emergency Management Institute (EMI)</b>	One of several FEMA training facilities. EMI is located in Emmitsburg, Maryland.
<b>Emergency Management Process</b>	The purpose behind emergency management is quite simple: the Continuity of Government (COG) and Continuity of Operations (COOP). Government and community services need to function uninterrupted as much as possible. While the process is quite generic, the actions taken are specific to the threats and vulnerabilities identified in each community.
<b>Enhanced Fujita Scale of Tornado Intensity</b>	Rating of tornadoes with numeric values from EF-0 to EF-5 based on tornado wind speed and damage sustained. An EF-0 indicates minimal damage such as broken tree limbs or signs, while an EF-5 indicates severe damage sustained.
<b>Essential Functions and Services</b>	Functions that enable agencies to provide vital service, exercise civil authorities, maintain the safety and well-being of the general populace, and sustain the industrial/economic base in an emergency.

<b>Term</b>	<b>Definition</b>
<b>Event</b>	Planned, non-emergency activity.
<b>Extent</b>	The size of an area affected by an incident.
<b>Federal Emergency Management Agency (FEMA)</b>	Agency created in 1978 to provide a single point of accountability for all Federal activities related to disaster mitigation and emergency preparedness, protection, prevention, response, and recovery.
<b>First-In Teams</b>	First responders are generally deployed to address life safety issues such as conducting search and rescue, clearing entrance and egress routes, extinguishing fires, and providing medical services.
<b>Frequency</b>	A measure of how often events of a particular magnitude are expected to occur.
<b>Full-Scale Exercises (FSE)</b>	Simulates a real event as closely as possible. It is multi-agency, multi-jurisdictional, multi-discipline exercise designed to evaluate the operational capability of emergency management systems in a highly stressful environment that simulates actual response conditions. To accomplish this realism, it requires the mobilization and actual movement of emergency personnel, equipment, and resources.
<b>Functional Exercise (FE)</b>	A fully simulated interactive exercise that tests the capability of an organization to respond to a simulated event. It is similar to a full-scale exercise, but does not include equipment. It simulates an incident in the most realistic manner possible short of moving resources to an actual site.
<b>Geographic Information Systems (GIS)</b>	The computer software application that relates physical features on the earth to a database to be used for mapping and analysis.

Term	Definition
<b>Hazard</b>	<p>Something that is potentially dangerous or harmful, often the root cause of an unwanted outcome. Hazards may be categorized as natural or as adversarial/human-caused.</p> <ul style="list-style-type: none"> <li>▪ Natural hazards are caused by natural events that pose a threat to lives, property, and other assets. Examples include hurricanes, earthquakes, and tornadoes.</li> <li>▪ Adversarial /human-caused hazards include technological hazards (caused by the tools, machines, and substances used in everyday life) and intentional acts (caused by people attacking or damaging what is valuable in a society). Examples include hazardous materials release, major computer system failures (e.g., 911 system), terrorist attacks, and riots.</li> </ul>
<b>Hazard Analysis Process</b>	Basic steps that need to be performed to effectively assess risks and vulnerabilities for the community. These steps include: identify hazards, profile hazards, inventory assets, and estimate losses.
<b>Hazard Event</b>	A specific occurrence of a particular type of hazard.
<b>Hazard Identification</b>	The process of identifying hazards that threaten an area.
<b>Hazard Profile</b>	Description of the physical characteristics of hazards and a determination of various descriptors including magnitude, duration, frequency, probability, and extent. In most cases, a community can most easily use these descriptors when they are recorded and displayed as maps.
<b>Hazard Vulnerability Assessment (HVA)</b>	Process of collecting information about how often each hazard is likely to occur, the area likely to be impacted, and how severe the impact may be. The HVA answers the question, “How badly could it affect the community?”
<b>Hazardous Material Release</b>	Incident in which hazardous materials are not contained as they should be.
<b>Hazus-MH (Hazards U.S. - Multi-Hazard)</b>	GIS-based nationally standardized, loss estimation tool developed by FEMA.
<b>Homeland Security Exercise and Evaluation Program (HSEEP)</b>	Provides a national standard for all exercises. It is a capabilities- and performance-based exercise program. For exercise design, development, conduct, evaluation and improvement planning, this program provides standardized policy, methodology, and terminology.

Term	Definition
<b>Improvement Plan (IP)</b>	Takes the observations and recommendations from the draft After-Action Report (AAR) and resolves them through the development of concrete corrective actions.
<b>Incident</b>	Occurrence, natural or manmade, that requires a response to protect life or property. Incidents can, for example, include major disasters, emergencies, terrorist attacks, terrorist threats, civil unrest, wildland and urban fires, floods, hazardous materials spills, nuclear accidents, aircraft accidents, earthquakes, hurricanes, tornadoes, tropical storms, tsunamis, war-related disasters, public health and medical emergencies, and other occurrences requiring an emergency response.
<b>Individual Assistance (IA)</b>	Funding or direct assistance to individuals, families, and businesses in an area whose property has been damaged or destroyed and whose losses are not covered by insurance. It is meant to help with critical expenses that cannot be covered in other ways. This assistance is not intended to restore damaged property to its condition prior to the disaster.
<b>Infrastructure</b>	Public services of a community that have a direct impact on the quality of life. Infrastructure includes communication technology such as phone lines or Internet access, vital services such as public water supplies and sewer treatment facilities, and includes an area's transportation system such as airports, heliports, highways, bridges, tunnels, roadbeds, overpasses, railways, bridges, rail yards, depots; and waterways, canals, locks, seaports, ferries, harbors, drydocks, piers, and regional dams.
<b>Intensity</b>	Measure of effects of a hazard event at a particular place.
<b>Joint Information Center (JIC)</b>	A center established to coordinate the Federal public information activities on-scene. It is the central point of contact for all news media at the scene of the incident.
<b>Jurisdiction</b>	Range or sphere of authority. Public agencies have jurisdiction at an incident related to their legal responsibilities and authority. Jurisdictional authority at an incident can be political or geographical (e.g., city, county, tribal, state, or Federal boundary lines) or functional (e.g., law enforcement, public health).

Term	Definition
<b>Lessons Learned Information Sharing (LLIS)</b>	<i>Lessons Learned Information Sharing (LLIS.gov)</i> is a Department of Homeland Security/Federal Emergency Management Agency program. <i>LLIS.gov</i> serves as the national, online network of lessons learned, best practices, and innovative ideas for the emergency management and homeland security communities.
<b>Life Safety Issue</b>	Any issue that presents an immediate hazard. Examples are live power lines, leaking chemicals, gas leaks, and wild animals.
<b>Lifelines</b>	Systems that provide for health and safety such as water, sewer, and electric.
<b>Local Government</b>	Any county, municipality, city, town, township, public authority, school district, special district, intrastate district, council of governments (regardless of whether the council of governments is incorporated as a non-profit corporation under state law), regional or interstate government entity, or agency or instrumentality of a local government; any Indian tribe or authorized tribal organization, or Alaska native village or organization; and any rural community, unincorporated town or village, or other public entity.
<b>Magnitude</b>	Measure of the strength of a hazard event. The magnitude of a given hazard event is usually determined using technical measures specific to the hazard.
<b>Mitigation</b>	Activities designed to lessen the impact of disasters to reduce loss of life and property.
<b>Multi-Jurisdictional Incident</b>	An incident requiring action from multiple agencies that each have jurisdiction to manage certain aspects of an incident. In ICS, these incidents will be managed under Unified Command.
<b>Mutual Aid Agreement</b>	A written agreement between agencies and/or jurisdictions to assist one another upon request, by furnishing personnel, equipment, and/or expertise in a specified manner.
<b>National Elevation Datasheet (NED)</b>	An inventory of topographic information collected by the United States Geological Survey (USGS).
<b>Natural Disasters</b>	Naturally occurring incidents such as earthquakes, tornadoes, hurricanes, and flooding that have occurred in the past or are likely to occur.

Term	Definition
<b>Natural Hazards</b>	Natural hazards are caused by natural events that pose a threat to lives, property, and other assets. Examples include hurricanes, earthquakes, and tornadoes.
<b>Points of Distribution (PODs)</b>	Points of Distribution (PODs) are centralized locations where those in need can obtain life-sustaining commodities following a declared emergency or disaster.
<b>Post-Disaster Redevelopment Plan</b>	Identifies policies, operational strategies, and roles and responsibilities for implementation that will guide decisions that affect long-term recovery and redevelopment of the community after a disaster. It emphasizes seizing opportunities for hazard mitigation and community improvement consistent with the goals of the local comprehensive plan and with full participation of the citizens.
<b>Pre-Deployment Briefing</b>	Information about the current situation provided to the Damage Assessment Response Team members prior to their being deployed into the community following an event or incident.
<b>Preparedness</b>	Actions taken to plan, organize, equip, train, and exercise to build and sustain the capabilities necessary to prevent, protect against, mitigate the effects of, respond to, and recover from those threats that pose the greatest risk to the security of your community. Preparedness is a continuous process.
<b>Prevention</b>	Refers to preventing imminent threats and involves actions to avoid, prevent, or stop a threatened or actual act of terrorism.
<b>Probability</b>	Statistical measure of the likelihood that a hazard event will occur.
<b>Protection</b>	Capabilities necessary to secure critical infrastructure or key resources against acts of terrorism and manmade or natural disasters.
<b>Public Assistance (PA)</b>	Reimbursement and emergency assistance provided to state and local governments and certain types of private non-profit (PNP) entities from the Federal government.
<b>Recovery</b>	Capabilities necessary to assist communities affected by an incident to recover effectively.



Term	Definition
<b>Response</b>	Capabilities necessary to save lives, protect property and the environment, and meet basic human needs after an incident has occurred.
<b>Richter Scale</b>	Numerical scale of earthquake magnitude devised by seismologist C.F. Richter in 1935.
<b>Risk</b>	The possibility of loss or injury. More specifically, it is an estimated impact that a hazard would have on people, services, facilities, and structures in a community. It is the likelihood of a hazard event resulting in an adverse condition that causes injury or damage.
<b>Risk Assessment</b>	Process of identifying and characterizing all hazards that are likely to occur in your community. Risk assessment answers the question, "What could happen to adversely impact the community?"
<b>Saffir/Simpson Hurricane Scale</b>	Scale used by the National Hurricane Center to provide a continuing assessment of the potential for wind and storm surge damage.
<b>Seminars</b>	Discussion-based exercises designed to orient participants to new or updated plans, policies, or procedures in a structured training environment.
<b>Severity</b>	Measure of the seriousness of the effects of a disaster.
<b>Stakeholders</b>	Individuals or groups that will be affected in any way by an action or policy including businesses, private organizations, and citizens. They can provide input into the development, review, and implementation of the damage assessment plan, based on their participation in all aspects of a disaster.
<b>State</b>	When capitalized, refers to any state of the United States, the District of Columbia, the Commonwealth of Puerto Rico, the Virgin Islands, Guam, American Samoa, The Commonwealth of Northern Mariana Islands, and any possession of the United States. See Section 2 (14), Homeland Security Act of 2002, Pub. L. 107-296, 116 Stat. 2135 (2002).
<b>Structure</b>	Any combination of materials used to form a construction for use, occupancy, or ornamentation whether installed on, above, or below the surface of land or water.

Term	Definition
<b>Tabletop Exercise (TTX)</b>	Activity that facilitates analysis of an emergency situation in an informal, stress-free environment.
<b>Threat</b>	Indication of possible violence, harm, or danger.
<b>THIRA</b>	Threat and Hazard Identification and Risk Assessment (THIRA) provides a comprehensive approach for identifying and assessing risks and associated impacts. It expands on existing local, tribal, territorial, and state Hazard Identification and Risk Assessments and other risk methodologies by broadening the factors considered in the process, incorporating the whole community throughout the entire process, and by accounting for important community-specific factors.
<b>Vulnerability</b>	Description of how exposed or susceptible to damage an asset is. Vulnerability depends on an asset's construction, contents, and the economic value of its functions.
<b>Windshield Survey</b>	Teams record damage in their assigned zones while driving through affected areas. The magnitude and impact of the incident is recorded based on benchmarks. This process is repeated street by street.
<b>Workshops</b>	Discussion-based exercises used as a means of developing specific products, such as a draft plan or policy.
<b>Zone Familiarization</b>	Knowledge about an assigned area of the community that each member of the Damage Assessment Response Team should have in order to be able to identify damage to that assigned area following an event or incident.