

# Reclamation Manual

## Policy

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### Definitions

Definitions are as defined by or adapted from the Federal Emergency Management Agency.

1. **After-Action Reviews (AARs).** AARs are moderated discussions conducted during and after an event (e.g., emergency, unplanned incident, training, exercise) that seek to identify objective lessons learned based upon the experiences, observations, and documentation of those individuals involved in the event. AARs facilitate an inclusive learning environment that encourage transparency and objectivity, and support idea generation from all levels of involvement, to overcome operational, logistical, planning, and administrative challenges that otherwise deter preparedness and inhibit response capability. The AAR's scope and complexity, coupled with requirements found in programmatic direction (e.g., policy, directive and standard), dictate the process to document and track issues and improvements. The AAR concept is inclusive of multiple approaches to gathering, documenting, and acting on opportunities to improve, including exercise-based formulaic requirements (e.g., After-Action Meetings, After-Action Reports and Improvement Plans) as defined by the Homeland Security Exercise and Evaluation Program.
2. **Emergency.** An emergency is a time-limited event with a direct impact to life, health, safety, or the integrity of infrastructure (such that it could impact life, health, or safety) that interrupts normal or planned operations and requires immediate actions to address and resolve the contributing factors.
3. **Incident Command System.** The Incident Command System is a management system designed to enable effective and efficient domestic incident management by integrating a combination of facilities, equipment, personnel, procedures, and communications operating within a common organizational structure.
4. **Interoperability.** Interoperability is the ability of systems, personnel, and equipment to provide and receive functionality, data, information, and/or services to and from other systems, personnel, and equipment, between both public and private agencies, departments, and other organizations, in a manner enabling them to operate effectively together.
5. **Mission Essential Functions.** Mission essential functions are those essential functions directly related to accomplishing an organization's mission as set forth in statutory or executive charter and exist as defined by the U.S. Department of the Interior.
6. **Mitigation.** Mitigation is a phase of emergency management that includes actions and the capabilities necessary to reduce the loss of life and property from natural and/or manmade disasters by lessening the impacts of disasters prior to occurrence.
7. **National Incident Management System.** The National Incident Management System is a systematic, proactive approach to guide all levels of government, non-governmental organizations, and the private sector to work together to prevent, protect against, mitigate, respond to, and recover from the effects of incidents. The National Incident Management

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System provides stakeholders across the whole community with the shared vocabulary, systems, and processes to successfully deliver the capabilities described in the National Preparedness System. The National Incident Management System provides a consistent foundation for dealing with all incidents, ranging from daily occurrences to incidents requiring a coordinated Federal response.

8. **National Response Framework.** The National Response Framework is a guide to how the nation responds to all types of disasters and emergencies. It is built on scalable, flexible, and adaptable concepts identified in the National Incident Management System to align key roles and responsibilities across the nation. The National Response Framework describes the principles, roles and responsibilities, and coordinating structures for delivering the core capabilities required to respond to an incident and further describes how response efforts integrate with those of the other mission areas.
9. **Preparedness.** Preparedness is a phase of emergency management that includes a continuous cycle of planning, organizing, training, equipping, exercising, evaluating, and taking corrective action in an effort to ensure effective coordination during incident response.
10. **Recovery.** Recovery is a phase of emergency management that includes activities and capabilities necessary to assist entities affected by an incident and to return those entities to a state of normalcy or new operating paradigm.
11. **Response.** Response is a phase of emergency management that includes activities to address the short-term, direct effects of an incident. Response includes immediate actions to save lives, protect property, and meet basic human needs, as well as the execution of emergency operations plans and mitigation activities designed to limit the loss of life, personal injury, property damage, and other unfavorable outcomes.
12. **Situational Awareness.** Situation awareness is the ability to identify, process, and comprehend the critical information about an incident – knowing what is going on around you – [requiring] continuous monitoring of relevant sources of information regarding actual incidents and developing hazards.
13. **Unplanned Incident.** An unplanned incident is an event that interrupts normal or planned operations and requires a reallocation of resources to address and resolve within a defined amount of time.