Footnotes

1. “Incident” is defined to include all incidents, including minor/routine incidents that do not meet the definition of a “serious incident”. 2. Incident Coordinator is a general term referring to management structure or Reclamation staff managing the incident on-site or from a field/area/power office. 3. Incident Response Plans include: Occupant Emergency Plan, Continuity of Operations Plan, Emergency Action Plan, HAZMAT Response/Spill Prevention Control and Countermeasure Plan, Facility/Site Security Plan, Guard Response Plan, Information Technology Plan, etc. 4. A “serious incident” is defined in this D&S (see Section 4 and Appendix A). 5. SPOTREP = DOI “Spot Report” form; SITREP = DOI “Situation Report” form. 6. The BDO will follow BDO procedures/SOP to check, revise if necessary, and finalize reports to send to the Department IOC. 7. The BDO and Emergency Operations Center (EOC) are located in Denver and are managed by P & P Security Office. 8. Program Managers are lead programmatic staff responsible for a program, typically in the Denver Office. 9. The BDO will maintain and use an internal distribution list to provide a copy of all emails/reports sent to the DOI IOC. 10. Management communications (e.g., area manager to regional director) is expected to occur and is not a requirement of this D&S.