

Suggested Guidelines

TERRORIST THREAT CONDITIONS

Threat Condition	Critical Facilities Protective Action	Local Government Actions	Anticipated Public Response
Definition: A terrorist attack has occurred or credible and corroborated intelligence indicates that one is imminent. Normally, this threat condition is declared for a specific location or critical facility.			
S E V E R E	<p>Continue all precautions from lower Threat Conditions.</p> <ul style="list-style-type: none"> ● Announce Threat Condition SEVERE and explain expected actions. ● Deploy security personnel based on threat assessments. ● Close or restrict entry to the facility to emergency personnel only and restrict parking areas close to critical buildings. ● Maintain a skeleton crew of essential employees. ● Deploy emergency response and security teams. ● Activate Operations Center and contact county EOC. ● Maintain close contact with local law enforcement. ● Be prepared to implement mutual aid agreements with government and with other critical facilities. ● Provide security in parking lots and company areas. ● Report suspicious activity immediately to local law enforcement. ● Restrict or suspend all deliveries and mail to the facility. Emergency supplies or essential shipments should be sent to and off-site location for inspection. 	<p>Continue all precautions from lower Threat Conditions.</p> <ul style="list-style-type: none"> ● Announce Threat Condition SEVERE to employees and to the public and explain anticipated actions that should be taken. ● Deny unauthorized access to critical facilities and infrastructure. Continue 100% inspections of personnel, vehicles and packages. ● Visually inspect the interior and undercarriage of vehicles entering parking lots and terraces. ● Deploy equipment assets and ensure physical security measures be afforded to them at critical sites. ● Assemble trained volunteers to include: CERT, RACES and the American Red Cross. ● Implement Mutual Aid Agreements as required. ● Continue to assess the vulnerability of key assets and facilities. Take appropriate action to protect them by deploying armed security forces to these sites. ● Cancel or delay unnecessary employee travel and leave. ● Activate the Emergency Operations Center. ● Control release of information to the public and news media. ● Send a Public Information Officer to the state Joint Public Information Center (JIC). ● Provide security for personnel dispatched to repair or restore damaged facilities and systems. 	<p>In addition to all previously mentioned precautions, citizens are advised to:</p> <ul style="list-style-type: none"> ● Report suspicious activities and call 9-1-1 for immediate response. ● Expect delays, searches of purses and bags and restricted access to public buildings. ● Expect traffic delays and restrictions. ● Take personal security precautions to avoid becoming a victim of crime or terrorist attack. ● Avoid crowded public areas and gatherings. ● Do not travel into areas affected by the attack or in an expected terrorist target. ● Keep emergency supplies accessible and automobile fuel tank full. ● Be prepared to evacuate your home or shelter in place on order of local authorities. ● Be suspicious of persons taking photographs of critical facilities, asking detailed questions about physical security or dressed inappropriately for weather conditions (suicide bomber). Report these incidents immediately to law enforcement. ● Closely monitor news reports and Emergency Alert System (EAS) radio/TV stations. ● Assist neighbors who may need help. ● Avoid passing unsubstantiated information and rumors.

**For additional information please contact the:
Michigan State Police, Emergency Management Division,
Homeland Security Section at (517) 336-6411.**

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Definition: Credible intelligence indicates that there is a high risk of a local terrorist attack but a specific target has not been identified.			
H I G H	<p>Continue all precautions from lower Threat Conditions.</p> <ul style="list-style-type: none"> ● Announce Threat Condition HIGH to all employees and explain expected actions. ● Place emergency response teams on notice. ● Activate the operations center if required. ● Monitor world and local events. Pass on credible threat intelligence to key personnel. ● Ensure appropriate security measures are in place and functioning properly. ● Instruct employees to report suspicious activities, packages and people. ● Search all personal bags, parcels and require personnel to pass through magnetometer, if available. ● Restrict vehicle parking close to buildings. ● Inspect intrusion detection systems and lighting, security fencing and locking systems. ● Inspect all deliveries and consider accepting shipments only at off-site locations. ● Remind employees to expect delays and baggage searches. 	<p>Continue all precautions from lower Threat Conditions.</p> <ul style="list-style-type: none"> ● Announce Threat Condition HIGH to employees and public and explain expected actions to be taken. ● Restrict or control access to government buildings, critical facilities and infrastructure. ● Erect outside barricades, security checks to deny access to underground parking areas, loading docks and building entrance. ● Require identification, sign-in and escorts as required. ● Restrict parking areas located close to buildings or critical facilities. ● Remove trash containers, dumpsters and mailboxes located near government buildings and facilities. ● Closely monitor available security and intelligence data from state and local law enforcement agencies. ● Instruct employees to be especially watchful for suspicious or unattended packages and articles received through the mail service. ● Inspection buildings and parking areas for suspicious packages. ● Implement rumor control to avoid public panic. ● Employ armed security at airports, dams, public utilities and critical facilities. ● Based on threat assessment, define rules of engagement and authorize use of deadly force. ● Test communication plans. ● Secure and regularly inspect all buildings, vehicles, and parking and storage areas for intrusion. ● Conduct 100% verification of deliveries and restrict shipments. 	<p>In addition to all previously mentioned precautions, citizens are advised to:</p> <ul style="list-style-type: none"> ● Resume normal activities but expect some delays, baggage searches and restrictions as a result of heightened security at public buildings and facilities. ● Continue to monitor world and local events as well as local government threat advisories. ● Report suspicious activities at or near critical facilities to local law enforcement agencies by calling 9-1-1. ● Avoid leaving unattended packages or brief cases in public areas. ● Inventory and organize emergency supply kits and discuss emergency plans with family members. Reevaluate meeting location based on threat. ● Consider taking reasonable personal security precautions. Be alert to your surroundings, avoid placing yourself in a vulnerable situation and monitor the activities of your children. ● Maintain close contact with your family and neighbors to ensure their safety and emotional welfare.

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Definition: Elevated risk of terrorist attack but a specific region of the USA or target has <u>not</u> been identified.			
E L E V A T E D	<p>Continue all precautions from lower Threat Conditions.</p> <ul style="list-style-type: none"> ● Announce Threat Condition ELEVATED to employees. ● Review vulnerability and threat assessments and revise as needed. ● Identify and monitor governmental information sharing sources for warnings and alerts. ● Update and test call down list for emergency response teams and key employees. ● Review and coordinate and update mutual aid agreements with other critical facilities and government agencies. ● Establish and monitor active and passive security measures. ● Review employee training on security precautions (bomb threat procedures, reporting suspicious packages, activities and people). ● Conduct communications checks to ensure radio contact can be established. 	<p>Continue all precautions from lower Threat Conditions.</p> <ul style="list-style-type: none"> ● Announce Threat Condition ELEVATED to employees and to the public. ● Review physical security plans for critical facilities. ● Assess potential terrorist targets and develop plans to counteract an attack. ● Conduct vulnerability assessments of each critical facility and government building. Estimate the consequence of loss and assign a priority for their protection. ● Ensure all buildings are secured to prevent theft or tampering. ● Conduct physical inspection of buildings for suspicious unattended packages. ● Develop a cadre of trained volunteers. ● Closely monitor current news events and state and federal terrorist advisories. ● Keep the public informed on current threat conditions and advisories. ● Coordinate with adjacent municipalities for mutual aid support in the event of a disaster or terrorist threat. ● Conduct tabletop and functional exercises to ensure that response plans are understood and current. ● Review existing physical security measures employed and install intrusion detection and passive systems as funding permits. ● Conduct weekly radio communication checks. 	<p>In addition to all previously mentioned precautions, citizens are advised to:</p> <ul style="list-style-type: none"> ● Continue normal activities, but report suspicious activities to the local law enforcement agencies. ● Take a first aid or CERT class. ● Become active in your local Neighborhood Crime Watch program. ● Network with your family, neighbors and community for mutual support during a disaster or terrorist attack. ● Learn what critical facilities are located in your community and report suspicious activities at or near these sites. ● Attend your local emergency planning committee (LEPC) meeting to learn more about local hazards. (Call the city/county emergency manager to learn dates and locations of the meetings.) ● Increase individual or family emergency preparedness through training, maintaining good physical fitness and health, and storing food, water and emergency supplies.

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Definition: General risk with no credible threats to specific targets.			
G U A R D E D	<p>Continue all precautions from lower Threat Conditions.</p> <ul style="list-style-type: none"> ● Ensure that key leaders are familiar with the emergency response and business resumption plans. ● Review, update and routinely exercise for functional areas of plans. ● Review and update the call down list for emergency response teams ● Develop or review Mutual Aid agreements with other facilities and/or with local government for use during emergencies. ● Review physical security precautions to prevent theft, unauthorized entry or destruction of property. Have you provided for: <ul style="list-style-type: none"> ● Employee picture ID badges? ● Background checks on all employees? ● Access control and locking of high security areas at all times? ● All security keys marked with "Do not Duplicate"? ● Surveillance Cameras? ● Backup power? ● An alarm system? 	<p>Continue all precautions from lower Threat Conditions.</p> <ul style="list-style-type: none"> ● Estimate the threat vulnerability of each critical facility and the countermeasures required to protect them. ● Ensure that each department is familiar with their assigned responsibilities during a disaster as shown in the plan and are prepared to respond. ● Review communications plans and ensure the call-down procedures are current and accurate. ● Conduct emergency management training and exercise emergency response plans. ● Ensure all emergency management and response functions are adequately staffed. Recruit and train volunteers to augment full time staff. ● Actively support the Neighborhood Watch, Community Emergency Response Team (CERT) and Amateur Radio Emergency Service programs. ● Remind citizen and employees to be alert for suspicious packages, activities, and vehicles and to report these occurrences to the proper authority. ● Secure buildings, unused rooms, storage areas, equipment and vehicles to prevent theft, tampering or destruction. ● Evaluate information available on public websites that could compromise security. ● Encourage all citizens and employees to have necessary immunizations. 	<p>In addition to all previously mentioned precautions, citizens are advised to:</p> <ul style="list-style-type: none"> ● Continue normal activities but be watchful for suspicious activities. Report criminal activity to local law enforcement. ● Review family emergency plans. ● Increase family emergency preparedness by purchasing supplies, food and storing water. ● Be familiar with local natural and technological (man made) hazards in your community. ● Increase individual or family emergency preparedness through training, maintaining good physical fitness and health, and storing food, water and emergency supplies. ● Monitor local and national news for terrorist alerts. ● Update immunizations. ● Volunteer to assist and support the community emergency response agencies.

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Definition:	Low risk of terrorism. Routine security is implemented to preclude routine criminal threats.		
L O W	<ul style="list-style-type: none"> ● Develop emergency response and business resumption plans. ● Encourage and assist employees to be prepared for personal, natural and technological emergencies. ● Develop a communications plan for emergency response and key personnel ● Conduct training for employees on physical security precautions. ● Budget for physical security measures. 	<ul style="list-style-type: none"> ● Identify critical facilities that may need protection. ● Review Emergency Response Plans. ● Conduct training, seminars, workshops and exercises using the emergency response plans. ● Conduct emergency preparedness training for citizens and employees. ● Encourage response agencies (fire fighters, law enforcement, EMS, public works and elected officials) to take emergency management and American Red Cross first aid and CPR training. ● Provide emergency preparedness information to employees via paycheck stubs tips, newsletters, articles and posters. ● Conduct routine inventories of emergency supplies and medical aid kits. ● Budget for physical security measures. ● Encourage programs for employee immunization and preventive health care. 	<p>Citizens are advised to:</p> <ul style="list-style-type: none"> ● Continue to enjoy individual freedom. Participate freely in travel, work and recreational activities. ● Be prepared for disasters and family emergencies. (See DESHS and American Red Cross brochures.) ● Develop a family emergency plan. (See FEMA and American Red Cross brochures.) ● Know how to turn off your power, gas and water service to your house. ● Know what hazardous materials are stored in your home and how to properly dispose of unneeded chemicals. ● Support the efforts of your local emergency responders (fire fighters, law enforcement and emergency medical service). ● Know what natural hazards are prevalent in your area and what measures you can take to protect your family.

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