

Dam Safety Planning Workshop

Emergency Action Plan (EAP) Reference Guide and Information Source for Dam Owner/Operators & Local Emergency Management Officials

Dam Owners/Operators

- Please update all EAP content regarding the former name of the NYS Emergency Management Office (NYSEMO). The new agency name is the NYS Office of Emergency Management (NYS OEM). NYS OEM Headquarters and Regional Office(s) contact information for use in the development of an EAP is on this website.
- The State Watch Center (SWC) is the State OEM 24/7 hour contact. The 24 Hour phone number is (518) 292-2200. Please update previous references to the SECC or the SWP to the current SWC. This contact information should be included in all Emergency Notification Flowcharts to provide off-site notification to the NYS OEM.
- Each EAP should clearly identify the dam owner and the dam operator (if they are different) and provide specific contact information for each entity.
- The scope of an EAP should be limited to responsibilities and activities incumbent on the operator. Local (and State) response activities are outside the purview of the dam operator's authority and the operator should not assign specific responsibilities to local government or their agents regarding off-site activities. General mission statement-type language is acceptable regarding local and State General Responsibilities content within an EAP.
- EAP distribution should include NYS OEM Headquarters and the appropriate NYS OEM Region(s).
- Emergency Flowchart Notifications should include the NYS OEM Headquarters State Watch Center for each condition: **Advisory Condition, Warning Condition, and Emergency Condition.**
- Local government, county and state agencies should be included in the Emergency Notification Flowcharts, as appropriate. However, unless they have specifically chosen to do so, local/county/state agencies should possess no notification responsibilities beyond the receipt of the condition level notification and situational information.

Please refer to the *NYSOEM Contact List for Dam Owner/Operators* provided on this website for a Regional Map and corresponding Regional Office contact information.