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| **Dam Emergency Annex** |
| Name of Municipality: |
| Name and Location of Dam: |
| Dam National Inventory of Dams ID#: |
| Dam State ID#: |
| Date Annex Published/Revised: |

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| **Section 1: Background Information** | |
| Dam Owner:  Dam Operator (if different from owner): | General Contact Information: |
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| Emergency Contact Information: |
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| Dam Type: | |
| Dam Purpose: | |
| Year Built: | |
| Date of most recent renovation or repair: | |
| Does the municipality have a copy of the Dam Emergency Action Plan (EAP):  Yes or No | |
| If yes: Where is the EAP stored and who has access? | |
| If no: Why not? | |
| Categories of alerts issued by owner/operator: | |
| Category: | Definition: |
| Category: | Definition: |
| Category: | Definition: |
| Category: | Definition: |
| Category of alert(s) in which this annex is to be activated: | |
| Which municipal officials and members of the public will be alerted of an active or potential dam emergency by the dam owner/operator and how will this notification take place? | |

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| **Section 2: Response Information** | | | |
| Who, by position, must be immediately informed of a dam emergency: | | | |
| Title: | Name: | | Contact Info: |
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| Emergency Operations Center (EOC) Location/Notes: | | | |
| Incident Command Location/Notes: | | | |
| Methods by which EOC and Incident Command Post (ICP) will establish and maintain communication: | | | |
| Who, by position, has the authority to issue an evacuation notification on behalf of the town: | | | |
| Methods by which the municipality will communicate evacuation notice to residents: | | | |
| Evacuation Areas: | | | |
| Location: | Agency Evacuating: | | Specific instruction provided to residents in this area: |
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| Facilities that may need additional assistance evacuating: | | | |
| Name/Address/Notes: | | Contact Information: | |
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| Public Equipment in Inundation Zone: | | | |
| Address/Equipment: | | Contact Information: | |
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| Road Closure Points | | | |
| Location: | | Resources Needed: | |
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Use this space to attach any inundation mapping and/or custom maps:

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| **Section 3: Incident Response Plans** | | |
| Template 1: Checklist | | |
| Action Item | Designee | Time Complete |
| Organization or Role 1 | | |
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| Organization or Role 2 | | |
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| Organization or Role 3 | | |
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| Organization or Role 4 | | |
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| Organization or Role 4 | | |
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| Template 2: Decision Support Matrix | | | |
| Source | Criteria | Decider | Action |
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| Template 3: Synchronization Matrix | | | | |
| **Position or**  **Organization** | Time Chunk A | Time Chunk B | Time Chunk C | Time Chunk D |
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Use this space to attach any additional incident or facility specific response plans:

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| **Section 4: Distribution List** | | |
| Which organizations or positions must receive a copy of this annex whenever updated or revised: | | |
| Organization or Position: | Contact Information: | Method: Physical or Digital |
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