

Kanawha Putnam Emergency Management Plan Functional Annex	
Traffic Diversion Revised December 2015; Reviewed Annually	A06
NRP Coordination:	ESF #13
Primary Agency:	Law Enforcement Agency
Support Agencies:	<ul style="list-style-type: none"> • Office of Emergency Services/Management • Law Enforcement Agencies • All responding agencies • WV Division of Homeland Security and Emergency Management

I. Introduction

Traffic control during an emergency situation in the Kanawha Valley is one of the most challenging problems facing local emergency management, emergency communications and emergency response personnel. The Kanawha, Elk, and Coal Rivers and the mountainous terrain of the region limit the road network in the Kanawha Valley. Due to the limited road network and the urban concentrations a practical Traffic Diversion Plan developed with the assistance of state and local law enforcement agencies is a necessary emergency plan component.

A. Purpose:

The purpose of this annex is to outline basic traffic diversion activities that can be applied to a wide variety of natural, transportation and manmade emergencies, acts of terrorism and weapons of mass destruction. Such activities would be initiated immediately following notification to an Emergency Communications Center of an emergency situation. Traffic diversion activities would be implemented by the West Virginia State Police, West Virginia Division of Natural Resources, Capitol Police, Kanawha and Putnam County Sheriff's Departments, Park Police, Military Police, Airport Police, and municipal police departments in Kanawha and Putnam County and any affected surrounding jurisdiction. Because of the need to implement Traffic Diversion Plan components as quickly as

possible, the Traffic Diversion Plan, as far as possible, is designed to be implemented with normal on-duty law enforcement units. However, under certain circumstances, it may be necessary for other emergency response agencies to take actions necessary to implement traffic diversion, or to request the assistance of citizen volunteers (i.e. Citizen Corps, CERT, Volunteers in Police Service, or Auxiliary Police units) for the purpose of traffic diversion.

B. Scope of work

The plan is intended to be used for:

1. Large and small-scale incidents requiring traffic diversion or redirection
2. Within and across agencies and jurisdictions
3. With state and federal emergency management agencies

II. Situation and Assumptions

A. Situation

The Traffic Diversion Plan has been organized by law enforcement agencies responsible within the affected areas. The Traffic Diversion Plan stipulates that roads leading into an emergency area be blocked to non-essential personnel and that non-emergency traffic can be routed around the area. The intent of the Traffic Diversion Plan is to ensure free movement of emergency response personnel, vehicles, equipment, supplies and materials into the emergency site or area. It also permits evacuation of personnel from the emergency site or area as necessary.

B. Assumptions

1. The Emergency Management Director working with the appropriate chief law enforcement officer (i.e. Chief of Police, County Sheriff, or State Police) of each jurisdiction will prepare and maintain planned traffic diversion routes and maps containing key points of concern including critical infrastructure, facilities, and special needs populations within their jurisdiction. All such plans and maps will be included in the plan as appendices to this annex. See also Functional Annex A04—Evacuation.
2. Logic and flexibility will be required to utilize this Traffic Diversion Plan effectively in meeting the traffic diversion needs of a particular emergency.

3. Definition of the term “unit”. In the context of this traffic diversion plan, the term unit shall mean a law enforcement officer of the WV State Police, County Sheriff’s Department, Municipal Police Department or other certified law enforcement agency. CERT team members, Auxiliary Police or Volunteers in Police Service may also be requested to assist in traffic diversion.
4. Obviously no Traffic Diversion Plan can anticipate all possible emergencies that may happen. Therefore, it is imperative that logical use be made of the plans’ assignments.

III. Concept of Operations

A. Utilization of the traffic diversion plan:

This Traffic Diversion Plan is formulated to assist the decision makers that will become involved during emergencies and training exercises.

B. Emergency scheduling of law enforcement personnel:

Upon notification of an emergency requiring the implementation of this Traffic Diversion Plan, the chief law enforcement officer of the appropriate jurisdiction shall analyze his agency’s manpower needs and shall, as necessary, keep in mind the probable duration of the emergency and other non-cancelable activity needs:

1. Involve investigative units, personnel
2. Extend tours of duty
3. Involve staff and support personnel
4. Restructure shifts
5. Call out off-duty personnel (including police reserve personnel if such exists)
6. Cancel days off and vacations
7. Request the use of personnel to assist as necessary. See [Functional Annex A15—Resource Management](#).
8. Notify all agencies and jurisdictions that might be impacted by traffic diversion.

C. Utilization of non-law enforcement personnel:

While traffic diversion is essentially a government law enforcement function, during an emergency situation, especially those involving a major facility, facility security personnel may be authorized to erect and maintain roadblocks until relieved by law enforcement or other designated personnel. Fire fighting personnel not immediately needed at the emergency incident site may be assigned from the staging area by the Incident Commander to assist with traffic diversion duties until relieved by law enforcement or CERT/ Auxiliary Police/ Volunteers in Police Service personnel.

D. Initial assignment of law enforcement personnel:

The law enforcement agency within the affected area is responsible to direct assignments outlined in this Traffic Diversion Plan and any other logical assignments dictated by the emergency. When the Incident Command Post is activated, assignment of all personnel reverts to the Incident Commander who will operate a unified command based on NIMS principles.

Depending on the nature and location of an incident requiring traffic diversion, there may be no on-site Incident Command Post but rather ongoing operations will be directed by a Unified Incident Command structure operating from an Emergency Operations Center.

E. Reassignment of personnel relieved from active assignment:

All law enforcement units, in which the emergency area lies, upon release from an active assignment, shall report to the emergency incident staging area and await reassignment by the Incident Commander or his designee. All other law enforcement officers (those from areas not directly impacted by the emergency), upon release from an active assignment, shall report to the Incident Commander for further reassignment. Then, in the discretion of the Incident Commander, they may be released to return to their own jurisdictions.

F. Relief of initial law enforcement unit assignments by WV Department of Highways or municipal Public Works Department with barricades:

Where feasible, the WV Department of Highways or a municipal Public Works Department may install traffic diversion barricades, traffic diversion cones and related traffic diversion signs or devices at logical traffic diversion assignment points, thereby relieving law enforcement personnel assigned to these points so that they may be utilized for other necessary law enforcement duties.

Obviously the use of traffic diversion barricades will be feasible only:

1. For longer-term emergency incidents
2. When the assignment point does not require one-on-one traffic directions between a law enforcement officer and a vehicle driver
3. When traffic diversion enforcement is not needed
4. When the WV Department of Highways or municipal Public Works Department has pre-arranged procedures established to properly install the barricades and the related traffic control cones and signs.

It will be the responsibility of all law enforcement agencies involved in this Traffic Diversion Plan to work with the appropriate officials of the WV Department of Highways and/or municipal Public Works Departments to arrange for procedures and equipment relative to barricades, cones, and signs.

G. Involvement of transportation other than roadways:

In case of traffic diversion that would involve the railroads, waterways or air routes the affected authority will be notified to take appropriate action in any area involved in the emergency.

H. Liaison assignment of law enforcement agency representative to the Incident Command Post and the Emergency Operations Center:

The senior officer available from each law enforcement agency involved in a particular traffic diversion operation will report to the Emergency Operations Center or Incident Command Post to act as liaison with the other law enforcement agencies representatives present on traffic diversion matters.

I. Communications between outside jurisdictions and the Incident Command Post and the Emergency Operations Center:

Recognizing that at this time many law enforcement agencies may not have interoperable radio communications, each participating agency not able to communicate directly with the incident command post or the EOC shall dispatch the nearest available unit to the incident command post to provide communications to law enforcement units in the field.

J. Emergency identification:

1. Certain situations may require a particular facility's off-duty personnel to respond to the scene. Law enforcement may be required to ascertain proper identification of said personnel and verification of need, by contacting the facility supervisor or manager. This should be done through the Emergency Operations Center if activated.
2. All vehicles, including public utilities, marked government vehicles as well as marked vehicles of a particular facility that may be involved, may be passed through traffic diversion points upon proper identification of vehicle occupants and verification of need.
3. Documentation of individuals entering and area through the traffic diversion point will be made by the admitting law enforcement officer and submitted to the Incident Commander as soon as possible but no later than the termination of the emergency.

K. News media:

Effective use of the news media can be an important tool in notifying the public about traffic diversion plans and routes. To be most effective, public information should come from a single source operating when needed as a Joint Information Center. See [Functional Annex A02—Emergency Public Information](#).

Unless otherwise notified, personnel manning traffic diversion points will refer all news media representatives to the Public Information Office which will normally be established adjacent to the appropriate Emergency Operations Center (if and when activated) or at another logical location away from the emergency incident and related emergency response operations.