

## **FOR OFFICIAL USE ONLY –**

**The following information is meant as a guide for local planning purposes related to homeland security issues at the local level. We have compiled this information from a variety of sources in hopes to augment local planning efforts. Please find the time to meet with your local emergency responders and other planners to work out the best plan for yourself and your business.**

### **Recommended actions at the different Homeland Security Advisory Levels**

#### **GREEN**

- Conduct a risk assessment of your building(s) and surrounding areas. Take necessary steps to reduce your agency's vulnerability.
- Plan and exercise your agency's evacuation, bomb threat, security and other emergency plans and procedures. Include employee accountability plans.
- Identify alternate secure facilities to relocate, plan and exercise relocating your critical operations to the alternate facility.
- Issue all employees photo-style identification badges and have temporary badges available for visitors.

#### **BLUE**

- Report suspicious persons, items, vehicles, unidentified vehicles parked or operated in a suspicious manner, and other suspicious activity.
- Key personnel or engineers with access to building plans and evacuation plans notified and available. Integrate security plans and evacuation plans with drills.
- Secure buildings, rooms, and storage areas not in regular use.
- Establish unannounced security spot checks and inspections.
- Reduce the number of access points for vehicles and personnel to minimum levels while maintaining a reasonable flow of traffic.
- Increase liaison with appropriate law enforcement, military, federal, or security agencies to monitor the threat.

#### **YELLOW**

- Continue to implement **BLUE**.
- Increase warnings to personnel regarding reporting suspicious persons, items, activities, vehicles, etc. Inform personnel of additional threat information.
- Put personnel on standby.
- Move vehicles, trash containers, and boxes away from sensitive areas to a safe distance. Secure valves, manhole covers, etc.
- Secure and inspect all buildings, rooms, and storage areas not in regular use. Secure all exposed ventilation.
- Inspect all deliveries for hazards to personal safety, facilities, or areas (Bombs, explosives, chemicals, combustibles, etc.)
- Verify the identity of all personnel entering the facility or area.
- Periodically update personnel of the situation. (Rumor control)

#### **ORANGE**

- Reduce access to facilities, surrounding areas, and roads, to absolute minimum necessary for continued operations.
- Keep available all personnel responsible for carrying out security plans.
- Continue to implement all of **BLUE** and **YELLOW**.
- Inspect all personnel and vehicles entering the facility, or area.
- Increase security patrols and position guard force personnel to key sites.
- Erect barriers required to control direction of traffic flow to protect facilities.
- Cooperate with law enforcement, military, federal, or recognized agencies. (Armed personnel).

#### **RED**

- Implement all **BLUE**, **YELLOW**, and **ORANGE** measures.
- Implement frequent inspection of buildings (interior and exterior).
- Request local law enforcement close public roads that might make the facility or area more vulnerable.
- Close down non-essential operations.



# Homeland Security Advisory System

**SEVERE**

Severe Risk of Terrorist Attacks

**HIGH**

High Risk of Terrorist Attacks

**ELEVATED**

Significant Risk of Terrorist Attacks

**GUARDED**

General Risk of Terrorist Attacks

**LOW**

Low Risk of Terrorist Attacks

[www.homelandsecurity.gov](http://www.homelandsecurity.gov)