

Department of the Army
United States Army Intelligence Center
and Fort Huachuca
Fort Huachuca, Arizona 85613-6000

*FH Regulation 500-1

10 July 2001

Emergency Employment of Army and Other Resources

CONTINGENCY PLANS AND OPERATIONS

Summary. This regulation was revised to incorporate changes from reorganizations.

Applicability. This regulation applies to the U.S. Army Intelligence Center and Fort Huachuca (USAIC&FH) staff and to all partner activities.

Supplementation. Supplementation of this regulation is prohibited without prior approval from the proponent.

Suggested improvements. The proponent of this regulation is the USAIC&FH Garrison Operations Center (GOC). Users may send comments and suggested improvements on DA Form 2028 (Recommended Changes to Publications and Blank Forms) through channels to Commander, U.S. Army Intelligence Center and Fort Huachuca, ATTN: ATZS-BDN, Fort Huachuca, AZ 85613-6000.

Availability. This publication is available solely on the Fort Huachuca Homepage at <http://huachuca-www.army.mil>.

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*This regulation supersedes FH Reg 500-1, 10 April 1998.

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1. Purpose.

This regulation establishes policies and procedures for the preparation, execution, and maintenance of contingency plans of the USAIC&FH.

2. References. Prescribed and referenced publications and forms are listed in Appendix A. They are available electronically. Fort Huachuca publications and forms are available at <http://huachuca-www.army.mil> and higher echelon publications and forms are available at <http://www.usapa.army.mil>.

3. Explanation of abbreviations.

Abbreviations used in this regulation are explained in the glossary.

4. Responsibilities.

a. Commander, USAIC&FH. The Commander, USAIC&FH will--

(1) Prepare, publish, and maintain current plans for contingency missions as assigned by:

- (a) Headquarters, U.S. Army Training and Doctrine Command (TRADOC).
- (b) Headquarters, U.S. Army Forces Command (FORSCOM).
- (c) Headquarters, Fifth U.S. Army.
- (d) Headquarters, Arizona State Area Command (AZ STARC).

(2) Assume operational control of resources made available for contingency operations.

(3) Conduct and participate in exercises of contingency plans to determine planning effectiveness and response of available support.

(4) Ensure that all USAIC&FH staff elements--

(a) Prepare and maintain current, assigned portions of contingency plans.

(b) Develop and maintain current procedures within functional areas to execute contingency responsibilities.

(c) Ensure availability of qualified persons, with alternates, for staff functions to be performed during execution of contingency missions of this command.

(d) Execute assigned tasks contained in contingency plans published by this headquarters on order.

(e) Ensure USAIC&FH staff elements tasked by contingency plans have copies on hand of all plans requiring immediate reaction capability, to include adequate security storage for classified plans.

(f) Program for and participate in exercises of contingency plans published by this command.

(g) Publish and maintain a current Crisis Action Team (CAT) roster.

(h) Provide designated CAT members and alternates on request of the Garrison Commander for operations and exercises and ensure attendance at meetings scheduled by the USAIC&FH GOC.

b. The Commander, 306th Military Intelligence (MI) Battalion will--

(1) Exercise staff supervision over development, publication, testing, and execution of the contingency plans of this command.

(2) Exercise staff supervision over USAIC&FH GOC operations; provide a core group of operations personnel to effect initial contingency response; supplement operations personnel with additional CAT members as required by the situation.

(3) Publish and maintain a current CAT roster. Members and alternates must have a "SECRET" clearance, live within a 30-minute driving distance of Fort Huachuca, and be able to accomplish the functional responsibilities of the staff they represent with minimal reliance on assistance outside the USAIC&FH GOC (Appendix C).

(4) Prepare and equip the USAIC&FH GOC facility.

(5) Prepare, publish, and maintain a current list of projected exercises of this and higher headquarters which involve Fort Huachuca-based commands and activities.

(6) Schedule and conduct exercises of all contingency plans.

(7) Conduct an annual review of all USAIC&FH contingency plans and coordinate/re-staff those plans as needed for changes and corrections.

c. The Commanders of 11th Signal Brigade, 111th MI Brigade, and 306th MI Battalion will provide an emergency response force to be designated the Quick Reaction Force (QRF) on a 1-month rotational basis. The schedule will be determined during the scheduling meeting of the Central Tasking Office..

d. Fort Huachuca-based commands and activities will--

(1) On request, when resources are not committed to higher priority missions, support contingency operations executed by USAIC&FH, Fort Huachuca.

(2) Respond with confirmation/rejection to support contingency operations directly to the USAIC&FH GOC, extension 3-2291.

(3) Direct all requests for recall and communications concerning contingency operations to the USAIC&FH GOC, extension 3-2291.

(4) Prepare and maintain current implementing plans required for the accomplishment of tasks assigned by the contingency plans of USAIC&FH.

(5) On request, participate in exercises of contingency plans of this command and higher headquarters.

(6) Provide and maintain current information to the USAIC&FH GOC on CAT member and an alternate for their command/activity, in accordance with the criteria in paragraph 4a(4)(g).

5. Policy.

a. The AR 500 series requires all Army activities to plan for and on order, or under "imminent serious" conditions, execute prescribed contingency missions. Under the provisions of these regulations, and by agreement between the Commanding General, TRADOC; the Commanding Generals, FORSCOM and Fifth U.S. Army; and the Commander-in-Chief, North American Air Defense Command, USAIC&FH has been designated as Headquarters, Sub-Area III, AZ STARC.

b. Under provisions of AR's 5-8, 5-9, and the 500 series, Fort Huachuca-based commands and activities will support contingency planning and operations to include participation in exercises to the maximum extent possible, subject to the conduct of high priority missions.

c. The Commander, U.S. Army Garrison will promulgate orders for the preparation and execution of contingency missions for which the Commanding General, Fort Huachuca has ultimate responsibility.

d. The following order of priorities governs the performance of emergency missions by this headquarters and Fort Huachuca-based activities and commands during local and/or national emergencies:

- (1) PRIORITY 1--Combat and preparations for combat.
- (2) PRIORITY 2--Combat service support.
- (3) PRIORITY 3--Survival measures.

(4) PRIORITY 4--Military support of civilian authorities.

(5) Other missions performed according to established orders of priority.

6. USAIC&FH Garrison Operations Center (GOC).

The USAIC&FH GOC is maintained for the Commander, USAIC&FH. The Garrison Commander is the executing agent for the Commander or Deputy Commander, USAIC&FH at all times and under all conditions when the commander is not physically present at the USAIC&FH GOC. Authority includes but is not limited to--

- a. Activation and selective staffing of the USAIC&FH GOC.
- b. Tasking USAIC&FH staff elements.
- c. Tasking tenant commands and activities.
- d. Response to on- and off-post emergencies.

7. Contingency plan procedures.

a. The USAIC&FH GOC will provide planning guidance and coordinate to resolve conflicts in guidance of the various higher headquarters involved.

b. Directors and chiefs of the USAIC&FH staff elements will prepare and staff a final draft of those portions of plans for which they have been tasked. The USAIC&FH GOC will accomplish the required publication and distribution.

c. When the importance of a plan requires distribution before full coordination can be accomplished, such plan or portion will be published as an "interim" publication, with this term appearing in the title of the affected plan. When this procedure is used, a memorandum of promulgation will require a review and commentary by addressees within 90 days of receipt and will be submitted on DA Form 2028 (Recommended Changes to Publications and Blank Forms), in accordance with AR 25-30.

d. Implementing plans will be forwarded to the USAIC&FH GOC (ATZS-HBG-E), for review, approval, and retention in the USAIC&FH GOC.

e. USAIC&FH staff elements and all Fort Huachuca-based commands and activities will conduct an annual review of each plan published by this headquarters and provide the USAIC&FH GOC with written recommendations for changes on DA Form 2028, or a negative response.

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**Appendix A
References**

**Section I
Required Publications**

AR 5-8
Host-Supported Activity Relationships (Intraservice)

AR 5-9
Intraservice Support Installation Area Coordination

**Section II
Related Publications**

AR 500-2
Search and Rescue (SAR) Operations

AR 500-50
Civil Disturbances

AR 500-51
Support to Civilian Law Enforcement

AR 500-60
Disaster Relief

AR 500-70
Military Support to Civil Defense

FH Memo 10-1
USAIC&FH Organization, Mission, and Functions Manual

**Section III
Related Form**

DA Form 2028
Recommended Changes to Publications and Blank Forms

Appendix B

USAIC&FH Contingency Plans

B-1. Emergency Operations Plan (USAIC&FH EOP). The EOP addresses natural disasters and emergencies during peacetime. Fort Huachuca may conduct emergency operations, independently or in conjunction with other military or civilian agencies, to save lives and protect property as authorized by law and regulations.

B-2. Emergency Operations Center Standing Operating Procedures (USAIC&FH GOC SOP). The purpose of the USAIC&FH GOC SOP is to delineate procedures and provide guidance for response to recurring and/or emergency situations by the USAIC&FH GOC staff and Crisis Action Team members. These situations may involve commitment of Fort Huachuca resources on or off post.

B-3. (S) Emergency Action Procedures (USAIC&FH EAP) (U). This document establishes procedures for the accomplishment of required emergency actions, and the maintenance of a continuous capability to disseminate emergency action messages received from higher authority. The EAP is classified "SECRET".

B-4. Adverse Weather Plan (USAIC&FH AWP). The AWP is published to provide control, coordination, and information to all military and civilian personnel at Fort Huachuca in the event of adverse weather conditions affecting the work force and operations on the installation.

B-5. Intermediate Range Nuclear Force On-Site Inspection Plan (USAIC&FH INFP). The INFP describes actions to be taken when Fort Huachuca receives an inspection by Russian representatives as part of the Intermediate Range Missile Treaty.

B-6. Combating Terrorism Plan (USAIC&FH CTP). The USAIC&FH CTP details actions to be taken by Fort Huachuca elements during a terrorism incident on post.

B-7. Mobilization and Deployment Plan (USAIC&FH MOBPLAN). This plan addresses missions and actions to be accomplished by this command in support of FORSCOM, Fifth U.S. Army, TRADOC and reserve component units that will be mobilized at this installation and those units that will require home station support to mobilize and travel to a mobilization station other than Fort Huachuca. The MOBPLAN also addresses actions to expand the training base and deployments by active component units.

B-8. USAIC&FH Supplement to the Army Chemical Weapons Treaty Challenge Inspection Plan (CWTCIP). This supplement to the Army CWTCIP addresses Fort Huachuca actions to be taken during an inspection under the CWTCIP.

**Appendix C
CAT Roster**

C-1. The CAT roster is a compilation of personnel designated as initial points of contact by respective staff elements or organizations to disseminate alert messages and to initiate contingency actions. CAT members, so designated, representing staff elements of USAIC&FH will become the augmentation staff for the USAIC&FH GOC, to accomplish assigned contingency missions or to attain a specified readiness posture. CAT members have full authority to act in the absence of or for directors or staff chiefs.

C-2. Due to the requirement for timely response during alerts or contingency operations, designated CAT members provide the USAIC&FH GOC with pager or cellular telephone numbers for non-duty hours contact. All addressees will ensure they have a primary and one alternate CAT member. Changes to this roster will be submitted in writing as soon as they occur, to ATZS-HBG-E, utilizing the same format and information found on the roster, to include social security number. Information contained in this roster will be "FOR OFFICIAL USE ONLY."

Glossary
Abbreviations

AR

Army Regulation

AWP

Adverse Weather Plan

AZ STARC

Arizona State Area Command

CAT

Crisis Action Team

CTP

Combating Terrorism Plan

CWTCIP

Chemical Weapons Treaty Challenge Inspection Plan

EAP

Emergency Action Procedures

EOP

Emergency Operations Plan

FH

Fort Huachuca

FORSCOM

U.S. Army Forces Command

GOC

Garrison Operations Center

GOC SOP

Garrison Operations Center Standing Operations Procedures

INFP

Intermediate Range Nuclear Force On-Site Inspection Plan

TRADOC

U.S. Army Training and Doctrine Command

USAIC&FH

U.S. Army Intelligence Center and Fort Huachuca

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(ATZS-IMO-IP)



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