INCIDENT ACTION PLAN
OPERATIONAL PERIOD
MONDAY-THURSDAY
January 14-17 2002
0700 – 0700

PLAN 103
OPERATIONAL PERIOD
Monday 1/14/02 0700 hours – Thursday 1/17/02 0700 hours

OVERALL INCIDENT OBJECTIVES
1. Provide for the health, safety, and welfare of all personnel working around the incident.
2. Provide for the recovery and identification of as many remains as possible, and return to next of kin.
3. Coordinate with all involved agencies to support the operational needs of the incident.
4. Document all critical items and significant events.

OPERATIONAL FACILITIES AND LOCATIONS
Incident Command Post 100 Duane Street
Operations Post 10/10 Station (Liberty & Greenwich)
West Command Vesey & West (West & Liberty Sectors)
East Command Liberty & Church (Church & Vesey Sectors)
FDNY Parking West & Warren Streets.
Additional parking at DOT lot (SW corner of West & Warren Streets)

OPERATIONAL RESOURCES
FDNY WTC TF
Recovery Team 75 Officers and Firefighters
Suppression Team 10 officers and Firefighters
FAST Team SOC Officer & 7 Firefighters
GPS/BFU Team 10 Officers & Firefighters per 24 hour tour
FDNY/EMS
11 people per day shift / 10 people per night shift

WEATHER FORECAST
Day: Partly Cloudy, Hi of 42 degrees. SW winds 10-15 mph. 0% chance of precipitation.
Night: Cloudy, Low of 37 degrees N winds 10-12 mph. 50% chance of precipitation.
Outlook: Cloudy, Hi 43 degrees. Winds 5-10 mph. 20% chance of Precipitation.
Anemometer Locations: 11th floor of the Verizon Building, 3rd floor 10/10 Station, 17th floor of 125 Liberty, 10th floor of 2 WFC, OEM Command Bus at West & Warren, East Command, and Federal Post Office.
### ACCOMPLISHMENTS (Past 24 hours)
1. Recovery operations continue on a 24 hour basis.
2. **Chief Cassano has issued new procedure for the recovery of member’s remains.**
   Copy is attached, please read it.
3. **Counseling sessions are available for all members returning to the field.**
   Sessions are held at 0500 hours and 1700 hours in the Winter Garden. This is mandatory for all members.
4. Safety Memo issued. See Attachment.

### CONTINUING ACTIONS
1. Operations continue on debris removal from the North Tower area with intermittent use of handlines to cool debris.
2. Debris removal from WTC 2 and WTC 5
3. Welding operations @ Bankers Trust (130 Liberty St.) continues. Sprinkler system is still OOS.
4. Debris removal from WTC 6 continues. Hand line fire prevention/suppression support from FDNY required on Vesey St. as necessary.
5. NYDOL PESH issuing personal monitoring for PD & FD.
6. West Street Siamese at 3 WFC is OOS. Use Vesey Street Siamese if needed.
7. Glass removal from the west and north façade of Bankers Trust.
8. PAPD & Mooretrench will enter North & South Projections at 0900 & 1500 hrs. daily to inspect dewatering pumps in PATH tubes. This will be an ongoing operation. This information will be updated weekly.

### PLANNED ACTIONS (Next 24 hours)
1. Repair Bankers Trust netting and continue glass removal.
2. Core Drilling and Tie Backs continue.

### ANTICIPATED ACTIONS (48 - 72 hours)
1. Broken glass removal and repair of netting at Bankers Trust (130 Liberty).
2. Breakdown and removal of 1000 Ton and 500 Ton Cranes completed
3. Debris removal from WTC 2 and WTC 5 continues.
SPECIAL INSTRUCTIONS:
1. FDNY Sector Chiefs will approve all searches.
2. No open flames or warming fires. All fires will be extinguished by FDNY.
3. Operations Post is requested to fax the name of the 3 Safety Chiefs for each tour to the Incident Command Post.
4. PPE requirements are as follows:
   - Inner Zone – Helmet, Safety Glasses, Safety Shoes, Respirators, Coveralls & Long-sleeved Shirts. **FD Helmets with reflective tape must be worn when working on the pile to identify as members of the dept.**
5. FDNY personnel parking is located on the south side of Warren St., 250 feet east of West St. Access to the FD parking lot must be made through the West & Chambers Street checkpoint. Members will be issued a site access card at the beginning of their shift. These access cards must be prominently displayed to allow entry onto the site. The tan access cards shall be handed in at the end of the shift. Coveralls and respirators will be available at the FD Warren parking lot.
6. GPS is to be used to plot locations of all victims, remains, fire equipment and apparatus. If the GPS is not operational, hand held GPS operators will manually record grid locations using a grid map dated 09/20 or later. GPS units are available through the Sector Chiefs, who shall contact the GPS Team via channel 5.
7. When any SCBA or compressed gas cylinders are found, the Sector Chief will contact ICP for Fire Prevention notification. Cages are at East & West Command for temporary storage of cylinders.
8. Enclosures on North and South projections on West Street are locked. The keys will be located with the FDNY Command Post, NYPD Officer at enclosure, and OEM.
9. Prior to any vehicles being removed/towed from buildings, FDNY Operations Chief must determine if a foam handline is needed.
10. A charged handline must be in position prior to any steel cutting operation inside of buildings.
11. Void entries and searches where elevated Freon readings exist (1 & 2 WTC) require O₂ monitoring prior to entry.
12. **All underground insertions/void searches must be coordinated with FDNY SOC Chief on duty and the IC at Duane St. to ensure safety.**
13. DC will ensure 1 BC attends the Daily Contractors Shift Overlap meeting at 3 WFC on 30th floor at 11:45 pm.
14. Restricted Work Zone map with Outline of Refrigeration Room (chiller room) included, see attachment.
15. FDNY Recovery Team Protocol Information included, see attachment.
16. FDNY Chief Safety Officer Responsibilities included, see attachment.

01/14/02 FDNY IAP – NOT FOR PUBLIC DISTRIBUTION 3
DEPARTMENT OF DESIGN AND CONSTRUCTION UPDATE

ACCOMPLISHMENTS (Past 24 hours)

1. 207 tiebacks installed in slurry wall south of 2 WTC (Liberty Street)/ 177 tensioned. 2 rigged & 28 grouted. This is ongoing.
2. Netting of Bankers Trust (130 Liberty St) repaired.
3. Removal of refrigeration units south of 1 WTC completed.

PLANNED ACTIONS (Next 24 hours)

1. Continued debris removal in footprints of 1, 2, 4, 5, & 6 WTC. Vista Hotel area unstable and no debris removal until area is stabilized.
2. Dewatering of sub grade and PATH tunnel via North & South Projections continues.
3. Core drilling & tiebacks continue on Greenwich, Liberty & West Streets.
4. Glass removal from Bankers Trust continues.
5. Verizon will perform underground restoration and reconstruction of manhole located at Albany and Greenwich st. Access will be required for 1 week.
6. Continue to install fireproofing at AMEX (3 WFC).
7. Removal of Refrigeration Units south of #1 WTC (two units remain)
8. Supplemental bracing in south projection for the continuation of recovery efforts.
9. Insertion into Path Tunnel F scheduled for Monday 1/14/02 @ 0800-1800 hrs for condition surveys. Entry via South Projection. FD SOC/PAPD required.
10. Insertion into Path Tunnel E scheduled for Monday 1/14/02 @ 1200-1400 hrs for condition surveys. Entry via North Projection. FD SOC/PAPD required.

ANTICIPATED ACTIONS (48-72 hours)

1. Core drilling and tiebacks continue on Greenwich, Liberty & West Streets.
3. Debris removal to continue in footprints of 1, 2, 4, 5 & 6 WTC.
4. Removal of millings and buried debris along Northbound West St.
5. Continue to install fireproofing at AMEX (3 WFC).
6. Insertion into sub level areas of WTC #6 will be conducted by FDNY SOC unit, DDC, and FEMA on 01/14/02 between 1100-1330 hours to determine structural stability.
7. Insertion into Path Tunnel E scheduled for Tuesday 1/15/02 @ 0800-1800 hrs for condition surveys. Entry via north Projection. FD SOC/PAPD required.
8. Insertion into Path Tunnel F scheduled for Wednesday 1/16/02 @ 1000-1200 hrs for condition surveys. Entry via South Projection. FD SOC/PAPD ESU required.
9. Insertion into Path Tunnel E scheduled for Wednesday 1/16/02 @ 0800-1800 hrs for condition surveys. Entry via North Projection. FD SOC/PAPD ESU required.

There is an OEM representative located at the OEM trailer (Murray and West - 212 941-5337) to contact DDC to handle contractor problems. To contact the contractors on site, DDC has a person stationed at 10/10 to assist. OEM is also the contact for OSH.
FDNY CHIEF SAFETY OFFICER RESPONSIBILITIES

- DON VEST FOR EASY IDENTIFICATION
- CORRECT UNSAFE WORK PRACTICES
- INSURE COMPLIANCE WITH SITE SAFETY AND HEALTH REQUIREMENTS (FALL PROTECTION, HELMETS, RESPIRATORS, AND SAFETY GLASSES BEING WORN, ETC.)
- INSURE EXCLUSION ZONES AND RESTRICTED WORK AREAS ARE ADHERED TO BY MEMBERS
- INTERACT WITH CONTRACTOR SAFETY OFFICERS.
- INTERACT WITH DDC SAFETY OFFICERS ON H/T
- ENFORCE SITE-SPECIFIC FIRE PREVENTION BULLETINS.
- REVIEW/INFORM MEMBERS OF DAILY SAFETY MESSAGES LISTED INSIDE THE IAP.
WTC
Incident Command Post
Memorandum

Date: January 3, 2002

To All Deputy Chiefs:

All Deputy Chief's are reminded of the importance of Chief Cassano's memo regarding recovery of member's remains. (Copy attached)

In addition, when you are notified of a member's recovery, you will make sure that the appropriate boro dispatcher is notified to have that members unit respond to the WTC scene.

DAC Peter Hayden
To: Peter Hayden  
From: Salvatore J. Cassano SJC  
Date: January 2, 2002  
Subject: Recovery of Bodies at the WTC

Effective immediately, if a recovered body is identifiable the members Company shall be special called to the WTC to remove the body. The Company’s Division shall be notified along with the Dispatcher to provide coverage if needed. When the Company is dispatched, they shall respond on a 10-20 signal. All members should be reminded on the confidentiality of the recovery until the proper identification can be made through the Medical Examiners Office. The emotional pain that a family may suffer if they are notified that their loved one has been found is not correct should be impressed upon all the members operating at the WTC. This procedure should be followed unless the Company is not available to respond to the WTC.

SJC:kc
Safety Message

Major Hazards:
Crane Operations
Demolition Operations
Biological Hazards
Dust / Airborne Particles
Falling Glass & Debris
Traffic
Walking and Working Surfaces
Open Shafts
Hazardous Materials
Lack of PPE
Cold Weather

EXCLUSION AREA

Circle of Danger

Maintain 50 Foot Distance

❖ All Uniformed Members and Construction Workers shall observe the Circle of Danger and remain 50 ft. from all working grapplers and cranes.
❖ See FDNY Recovery Team Protocol for Spotter Information, GPS Information, and Recovery Team Information.
FDNY RECOVERY TEAM PROTOCOL

There are approximately 13-15 FDNY Recovery teams formed each shift, depending upon available manpower. A Recovery team consists of 1 officer and 4-5 firefighters. The teams are assigned to various locations inside the recovery zones (see map) depending upon the location of heavy equipment being used to remove debris.

Each recovery team has designated spotters located at a safe distance from the heavy equipment. When human remains and/or personal items and equipment are observed the operator of the machine is ordered to stop and the remaining members of the team are summoned to examine the debris pile more closely. Upon the conclusion of their examination the machine operator is ordered to resume operation. There is a designated Chief Safety Officer for each of the three zones inside the recovery area. They act as a liaison between the FDNY operations and the construction company safety officers.

Heavy equipment is operated in such a way as to ensure a clear view of all material being loaded onto the trucks. One machine picks out the debris from the pile and lowers it to the ground in a clean area and spreads it out for viewing by the spotter. If a closer examination is required the remaining members of the team are summoned to examine the material. After being viewed, a second machine is used to pick up the material and load it into a truck for removal from the site. Occasionally one machine performs both "picks", when a second piece of heavy equipment is unavailable. Under no circumstances is the material being removed from the site by heavy equipment allowed to be placed directly into a truck without first being dropped to the ground for observation. In this way the chance of missing human remains and articles/items of importance is greatly reduced.

GPS is to be used to plot locations of all victims, remains, fire equipment and apparatus. If the GPS is not operational, hand held GPS operators will manually record grid locations using a grid map dated 09/20 or later. GPS units are available through the Sector Chiefs, who shall contact the GPS Team via channel 5.

* ALL FIRE DEPARTMENT CLOTHING (Bunker coat, pants, boots, gloves, etc.) MUST BE TREATED AS A RECOVERY AND REMOVED BY EMS TO THE MORGUE IMMEDIATELY.
Confined Space (Do not enter voids notify operations chief)

The dangers to firefighters of confined space incident are different from those faced at a "typical" structure fire. The dangers of confined space may be far less obvious than fire, even invisible, yet could kill with one or two breaths.

Confined Space is any area that:
- Not designed for continuous human occupancy
- Large enough and so configured that a person can enter and perform work
- Has limited means for entry and escape
- Takes many different shapes & forms

Potential Hazards
- Atmospheric hazards
  - Asphyxiating
  - Toxic
  - Explosive
- Physical hazards

Entrant Requirements
- Know the hazard
- How to escape in an emergency
- How to communicate with outside attendant
- How to use equipment
- First Aid & C.P.R.

Operations

WTC operations, entry into any voids without prior approval of the Operations Chief and the SOC unit is strictly prohibited.
- Each member shall have a full SCBA cylinder
- One member shall be designated as SCBA control timer
- Each member entering confined space shall be secured to a retrieval line
- Retrieval system must be set up before member enters space

The only safe way to detect a lack of oxygen is through the use of an oxygen meter carried by rescue companies & Haz Mat.
Date: January 3, 2002

To All Deputy Chiefs:

In the past 24 hours 2 firefighters have been injured while working near heavy equipment.

In an effort to reduce the chance of other firefighters being injured, Deputy Chiefs will ensure that the following rules are complied with:

1. That 3 assigned safety Chiefs, wearing their identifying vests are on the pile at all times.
2. All members are to maintain the 50’ circle of danger when operating around heavy equipment.

DAC Peter Hayden
FIRE DEPARTMENT  
100 DUANE STREET NEW YORK, NY 10007  
TEL. FAX  
WTC COMMAND

FATALITIES/RECOVERIES  (AS OF 0700 HOURS 01/11/02)

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