


<p>RABUN COUNTY SHERIFF'S OFFICE</p>  <p>General Order Number: 4.49</p>	<p>Date of Issue</p> <p>2/23/2016</p>	<p>Effective Date</p> <p>2/23/2016</p>	<p>Revision Date</p>
<p>Subject: Terrorism Prevention Plan</p>	<p>Amends:</p>	<p>Rescinds:</p>	
<p>Index as:</p>	<p>State Certification Standards: 5.34,</p>		

PURPOSE

The purpose of this General Order is to prescribe the Rabun County Sheriff's Office's Terrorism Prevention Plan.

STATEMENT OF POLICY

It shall be the policy of the Rabun County Sheriff's Office that the Terrorism Prevention Plan be implemented for the safety and security of the citizens of Rabun County.

DISCUSSION

Rabun County, like many areas, is vulnerable to a variety of domestic, national, and international terrorist actions. Given the County's close proximity to numerous industries, it is imperative for the Rabun County Sheriff's Office to establish procedures to address this threat. Security procedures serve as an effort to prevent an incident from occurring, minimize the effect of an incident, and reduce the potential for disruption of governmental services and functions.

Rabun County Sheriff's Office shall continue to provide terrorism awareness information to the citizens of our service area.

I. SHERIFF'S OFFICE LIAISON

1. The Chief Deputy will act as the Sheriff's Office Deputies liaison in the exchange of intelligence/information related to terrorism with the Georgia Information Sharing and Analysis Center (GISAC)
2. The Colonel/Chief acting as the liaison will immediately notify the Sheriff of information/intelligence received that is of a terroristic nature.

3. Colonel/Chief Deputy will maintain contact with the Federal Bureau of Investigations, the Department of Homeland Security, Joint Terrorism Task Force, and other related agencies for the purpose of information/intelligence exchange related to terrorism.
4. The Colonel/Chief Deputy, acting as the liaison, will notify public or private agencies of intelligence/information received of a terroristic nature relating to their agencies.
5. All employees of Rabun County Sheriff's Office will receive training in collection and reporting of suspicious activity to GISAC

II. PROCEDURES

1. The Rabun County Sheriff's Office shall utilize a Security and Threat Alert Response System similar to the one developed by the Georgia Homeland Security Task Force and the National Homeland Security Agency. This alert system is based on a series of five color-coded threat levels prioritized according to severity based on intelligence information and the potential impact that terrorism may have on the community. By utilizing this system we will ensure consistency of operations throughout the county. General government operations shall be conducted according to the threat level existing at that time.
2. The information in this General Order should not be made available to the general public to ensure appropriate security.
3. In the event that a threat has been issued the threat level will be classified from minimum to maximum: Green, Blue, Yellow, Orange, and Red. Government will take the following general actions in response to each of the five threat levels as follows:

A. Green - (Low-Risk) – (Actions):

- a. Maintain normal daily operations;
- b. Ensure employees receive adequate training;
- c. Continue identification of target hazards;
- d. Update threat assessment on target hazards and preplanning response;
- e. Continue normal assessment of facilities vulnerability;
- f. Develop and encourage site-specific security measures.

B. Blue - Guarded Conditions (Moderate Risk) – (Actions):

- a. Maintain normal daily operations;
- b. Review and update emergency response plans;
- c. Provide the public with necessary information;
- d. Monitor events and information closely;
- e. Notify appropriate Departments of threat level;

- f. Department directors should inform employees of threat level;
 - g. Employees should be observant and follow established security measures, such as ID checks, reporting suspicious activities to law enforcement.
- C. Yellow - Elevated Condition (Significant Risk) – (Actions):
- a. Maintain normal daily operations;
 - b. Notify appropriate Departments of threat level;
 - c. Increase surveillance and patrols by employees and law enforcement at critical facilities such as water treatment facilities, fire stations, government buildings, schools, and other potential targets;
 - d. Alert employees of threat level;
 - e. Immediately report suspicious activities;
 - f. Increased observation and scrutiny in dealing with the public;
 - g. Monitor situation and continue to gather/disseminate threat assessment information;
 - h. Establish liaison with Rabun County Emergency Operations Center for any activities.
- D. Orange - (High Risk) – (Actions):
- a. Modified daily operations;
 - b. Notify Chairman of the County Commission and other Department Heads of threat level;
 - c. Inform employees of threat and actions;
 - d. Restrict access to government facilities to essential personnel only;
 - e. Provide extra security at public events;
 - f. Increased patrols and security to high-risk facilities and target hazards;
 - g. Coordinate with County Board Of Education for possible added security;
 - h. Prepare public statements to be released via various media;
 - i. Place a Rabun County Sheriff's Office liaison with the Rabun County Emergency Operations Center if center has been opened.
- E. Red - (Severe Risk) – (Actions)
- a. Curtailed daily operations;
 - b. Notify Chairman of County Commission and Department Heads of threat level;
 - c. Notify employees of threat level - release non-essential employees;

- d. Recall essential off-duty employees;
 - e. Close non-essential government facilities;
 - f. Limit access to essential facilities to employees and elected officials;
 - g. Provide maximum security to potential high-risk facilities and targets;
 - h. All public safety agencies on stand by and in a high state of readiness;
 - i. Implement security plan by providing on-site security to each public critical facility;
 - j. Coordinate with County Board of Education. Advise of potential government shut down and security actions to be taken with regard to the school system;
 - k. Prepared public statements to be released via various media;
 - l. Public Information Deputy available to answer public and media inquiries;
 - m. Establish Rabun County Sheriff's Office E911;
 - n. Maintain communications with Rabun County E911.
4. If information is provided that a specific threat or type of threat is credible, law enforcement will provide maximum security and surveillance at the site or sites. Other response agencies will be pre-positioned near the scene and respond as requested.

III. SPECIFIC SITES

1. The Rabun County Sheriff's Office has determined the following locations to be identified as high-risk targets within the county jurisdiction. Personnel of the Rabun County Sheriff's Office will assess these specific sites using the Threat Assessment Form. The Rabun County Sheriff's Office will develop and maintain specific security actions plans to protect the listed sites. This list is not all inclusive and is subject to change:
- A. Rabun County Courthouse;
 - B. Rabun County Jail;
 - C. Georgia Power Substations and Dams
 - D. Rabun County Public School System;
 - a. Rabun County High School
 - b. Rabun County Middle School
2. A threat assessment of vulnerability of high-risk targets shall be completed and reviewed annually.

IV. RESPONSE ACTIONS

1. If a specific threat is made on a location or generalized location (i.e. all government buildings) the following actions will be the response for all involved personnel.

- A. Green (low risk):
 - a. Maintain normal operations;
 - b. Maintain normal building security.
 - B. Blue (guarded risk):
 - a. Maintain normal operations;
 - b. Maintain normal building security.
 - C. Yellow (significant risk) ;
 - a. Conduct frequent checks of area.
 - D. Orange (high risk):
 - a. Conduct documented hourly checks of location;
 - b. Prepare for potential relocation of operations;
 - c. Prepare media releases (if needed);
 - d. Advise Emergency Operations Center of any changes (if established).
 - E. Red (severe risk):
 - a. Assign uniformed deputies to location on a continuous basis;
 - b. Relocate operations if necessary;
 - c. Maintain contact with E911;
 - d. Have Public Information Deputy available as needed
2. If the threat involves the Rabun County Law Enforcement Center, Rabun County Jail or Rabun County Government Building:
- F. Green (low risk);
 - a. Maintain normal operations;
 - b. Ensure back-up systems have been secured;
 - c. Maintain employee awareness regarding visitors to the buildings;
 - d. Maintain normal building security.
 - G. Blue (guarded risk) – All security actions included in Green and additionally:
 - a. Regularly monitor security;

- b. Update employees on status;
 - c. Ensure all employees report suspicious activity immediately.
- H. Yellow (significant risk) – All security actions included in Blue and additionally:
- a. Personnel conduct frequent checks on location.
- I. Orange (high risk) – All security actions included in Yellow and additionally:
- a. Conduct hourly checks on location;
 - b. Limit access to visitors;
 - c. Ensure proper identification of all employees;
 - d. Ensure all mobilization procedures are in place;
 - e. Prepare for potential relocation of operations;
 - f. Prepare media releases (if needed);
 - g. Prepare for possible establishment of Emergency Operations Center.
- J. Red (severe risk) – All security actions included in Orange and additionally:
- a. Assign uniformed Deputies to location on a continuous basis;
 - b. No entry except employees and personnel with proper identification;
 - c. Suspend all non-essential operations;
 - d. Place all Sworn Personnel on one (1) hour call;
 - e. Release or reassign non-essential employees;
 - f. Secure essential documents/back-up data in protected area or alternate site;
 - g. Relocate operations if necessary;
 - h. Establish Emergency Operations Center;
 - i. Have Public Information Deputy available as needed.
3. In the event the threat is against a private company (such as Georgia Power), the company will be advised to report suspicious activity immediately to the Rabun County E911.
4. The Rabun County Sheriff's Office will cooperate with the Municipal Police Departments, the Rabun County Fire Services, the Rabun County Emergency Management Agency, or any other agency with any threat within the area.

V. ANNUAL REVIEW

All plans in effect shall be reviewed annually and modified, if necessary.



By Order of the Sheriff: Chad K. Nichols
Sheriff, Rabun County