

DEPARTMENT OF
DEFENSE, VETERANS AND EMERGENCY MANAGEMENT
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(207) 430-6000

Inter-Departmental Memorandum

October 19, 2012

TO: All Defense, Veterans and Emergency Management Employees

FROM: Brigadier General James D. Campbell, Commissioner/Adjutant General

SUBJECT: DVEM Policy 12-03, 11th Weapons of Mass Destruction (Civil Support Team) Notification, Alert and Deployment Guidance

1. This memorandum of policy is effective immediately and remains in effect until renewed or revoked.
2. Reference: National Guard Regulation 500-3/Air National Guard Instruction 10-2503, U.S. Code - Title 10, Section 12310.
3. The 11th Civil Support Team (Weapons of Mass Destruction) (11th WMD-CST) responds to incidents involving a weapon of mass destruction, a terrorist attack or threatened terrorist attack, the intentional or unintentional release of nuclear, biological, radiological, toxic or poisonous chemical materials, or a natural or man-made disaster that results in, or could result in, catastrophic loss of life or property.
4. Acting on the Governor's behalf, Maine's Adjutant General (TAG) is the primary approving authority for the deployment of the team. In the absence of the TAG, the chain of command for approval authority is as follows: Director, Maine Emergency Management Agency (MEMA); Deputy Director, MEMA; and Commander, 11th WMD-CST.
5. All in-state and out-of-state civilian requests for use of the 11th WMD-CST, regardless of originator, will be forwarded to the MEMA Duty Officer. In the case of in-state requests, the MEMA Duty Officer will ensure that the 11th WMD-CST, DEP, MEMA Director and the impacted County EMA Director are notified. The MEMA Director will ensure notification of the Adjutant General and/or Chief of Staff. In the case of out-of-state requests, the MEMA Duty Officer will notify the MEMA Director who will in turn confirm the request with the requesting State's EMA Director prior to advising the Adjutant General.
6. The MEMA Duty Officer, in coordination with the Incident Commander (IC) and/or County EMA Director, shall ensure established on-scene assessment protocols have been followed. The MEMA Duty Officer will initiate discussions with the DEP, WMD-CST, IC and others as

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necessary to ensure common situational awareness and determine the most appropriate resources to respond to the situation. A recommended course of action will be provided to the MEMA Director for briefing to and approval by the TAG.

7. Out-of-state military requests for use of the 11th WMD-CST will flow through the Maine Army National Guard Joint Operations Center (ME JOC). The JOC will notify the MEMA Duty Officer, the CST Commander and the chain of command of the request. Requesting states must submit their request through their chain of command to the ME JOC. These steps must be followed for any mission (training or emergency response).

8. For out-of-state military requests, the military chain of command and a representative from MEMA and others as necessary will ensure common situational awareness and determine the most appropriate resources to respond to the situation. A recommended course of action will be provided to the MEMA Director for briefing to and approval by the TAG.

9. The 11th WMD-CST Commander is authorized to pre-deploy portions of the team at his discretion to the incident site, but may not occupy the site or conduct any operations except liaison activities until the mission is validated and permission granted by the appropriate authority. If life or property is in eminent danger, the 11th WMD-CST Commander may begin operations prior to receiving official approval.

10. Point of contact information:

MEMA Duty Officer: (207) 624-4400 or 1 (800) 452-8735

DEP: 1 (800) 482-0777

WMD-CST: 1 (207) 441-4109

11. Point of contact for this policy: MEMA Technological Hazards Officer: (207) 624-4440 or (207) 624-4400.

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Brigadier General James D. Campbell
Commissioner and The Adjutant General