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"Rummaging in the government's attic"

Description of document: Federal Emergency Management Agency (FEMA) records

re: FEMA National Shelter Survey including definitions or

a key to the abbreviations and codes

Requested date: 22-March-2008 Appeal date: 26-April-2011

Released date: 29-April-2013

Posted date: 19-August-2013

Source of document: FEMA FOIA Office

Records Management/Disclosure Branch 1800 S. Bell St., Fourth Floor, Mail Stop 3005

Arlington, VA 22202

Email: FEMA-FOIA@dhs.gov

Note: The bulk of these records are undated

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Sent via E-Mail

APR 2 9 2013

Re: Freedom of Information Act FEMA 08-315/Appeal A-11-0071

The Department of Homeland Security (DHS)/Federal Emergency Management Agency (FEMA) Records Management Division has completed its review of your appeal of the response by the FEMA's Disclosure Branch to your Freedom of Information Act (FOIA) request. We regret the delay in our response.

You submitted a FOIA request, dated March 22, 2008, seeking an electronic copy of the most recent FEMA National Shelter Survey including definitions or a key to the abbreviations and codes.

On April 20, 2011, FEMA provided you with a final response to your FOIA request, indicating that, while an adequate search was conducted, we were unable to locate or identify any responsive records.

On or about April 26, 2011, you filed an appeal with DHS, and FEMA received your appeal on September 27, 2011. In your correspondence to DHS, you appeal the denial in full of your FOIA request, where you "requested an electronic copy of the most recent FEMA National Shelter Survey including definitions or a key to the abbreviations and codes." You also indicated that the document you were requesting may also have been renamed the "National Facility Survey."

After consideration of your appeal, I am granting your appeal in part.

In reviewing your appeal, FEMA conducted another search for a "FEMA National Shelter Survey" or a "National Facility Survey." This comprehensive search was conducted by FEMA's Mass Care/Emergency Assistance Branch within FEMA's Individual Assistance Division. Unfortunately, FEMA was unable to locate any current records entitled "FEMA National Shelter Survey" or a "National Facility Survey."

On January 25, 2013, Attorney-Advisor D. Fon Muttamara contacted you via e-mail, requesting a clarification of your FOIA request and your subsequent appeal. Ms. Muttamara informed you there are no surveys maintained at FEMA entitled "FEMA National Shelter Survey" or "National Facility Survey." However, because your appeal included a PowerPoint titled "FEMA National

Shelter System," Ms. Muttamara indicated that FEMA did maintain a National Shelter System ("NSS") and that the NSS "contains an extremely large number of facilities and data fields." Ms. Muttamara inquired whether you would be able to narrow your request to specific facilities or to data sets.

You responded to Ms. Muttamara on January 25, 2013, and indicated that you are "interested in the entire digital file as a flat file type Excel file." You also indicated that you would consider narrowing the request to remove fields which would be problematic to review.

Based on your January 25, 2013 e-mail, further inquiry was made of FEMA's Mass Care/Emergency Assistance Branch within FEMA's Individual Assistance Division. While that information does exist, the information pertaining to potential mass care facilities has been determined to be exempt entirety pursuant to Title 5 U.S.C. § 552 (b)(5), (b)(6), and (b)(7)(E).

FOIA Exemption 5 protects from disclosure those inter- or intra-agency documents that are normally privileged in the civil discovery context. The three most frequently invoked privileges are the deliberative process privilege, the attorney work-product privilege, and the attorney-client privilege. After carefully reviewing the responsive documents, we determined that portions of the responsive documents qualify for protection under the following privilege:

Deliberative Process Privilege

The deliberative process privilege protects the integrity of the deliberative or decision-making processes within the agency by exempting from mandatory disclosure opinions, conclusions, and recommendations included within inter-agency or intra-agency memoranda or letters. The release of this internal information would discourage the expression of candid opinions and inhibit the free and frank exchange of information among agency personnel.

FOIA Exemption 6 exempts from disclosure of personnel or medical files and similar files the release of which would cause a clearly unwarranted invasion of personal privacy. This requires a balancing of the public's right to disclosure against the individual's right to privacy. The privacy interests of the individuals in the records you have requested outweigh any minimal public interest in disclosure of the information. Any private interest you may have in that information does not factor into the aforementioned balancing test.

FOIA Exemption 7(E) protects records compiled for law enforcement purposes, the release of which would disclose techniques and/or procedures for law enforcement investigations or prosecutions, or would disclose guidelines for law enforcement investigations or prosecutions if such disclosure could reasonably be expected to risk circumvention of the law. We determined that disclosure of certain portions of the documents could reasonably be expected to risk circumvention of the law.

The NSS is a repository of potential mass care facilities, maintained by FEMA, but the data is "input" by third parties, including, but not limited to, State and local entities and non-governmental organizations (NGOs), and the data is not considered a list of currently operational mass care facilities. This information exists to assist emergency management entities in mass care related decision making. The release of this information would be a premature disclosure of mass care facilities which may or may not be utilized during a disaster response. To release this information now would create a "premature" disclosure that would cause public confusion as to available resources during an emergency. The NSS also contains data fields with personal information for individuals, such as names and personal telephone numbers, where the privacy interest in the information would outweigh any public interest in the disclosure. Also, to the extent that the release of the potential facility location is deemed to be critical infrastructure, or that the disclosure of such could create a potential "target" for those who may have criminal or "ill will" thoughts or actions that would harm such structures in the event preceding their usage by the community at large, and that the risk of circumvention to legitimate law enforcement goals becomes threatened, we pre-emptively assert exemption (b)(7)(e).

However, FEMA is releasing screenshots of the NSS so that you may ascertain the data fields that are collected in the NSS. FEMA is also releasing to you a data dictionary for data fields in the NSS, which provides you the attributes of the data fields and the purpose of those data fields.

I suggest if you have further concerns that you contact the Office of Governmental Services (OGIS). As part of the 2007 FOIA amendments, the OGIS was created to offer mediation services to resolve disputes between FOIA requesters and Federal agencies as a non-exclusive alternative to litigation. You may contact OGIS by any of the following means:

Office of Government Information Services
National Archives and Records Administration
(OGIS) 8601 Adelphi Road
College Park, MD 20740-6001
E-mail: ogis@nara.gov

Web: https://ogis.archives.gov

Telephone: 202-741-5770/Facsimile: 202-741-5769/Toll-free: 1-877-684-6448

Judicial review of my action on this appeal is available to you in the United States District Court for the judicial district in which you reside, or in the District of Columbia.

Sincerely,

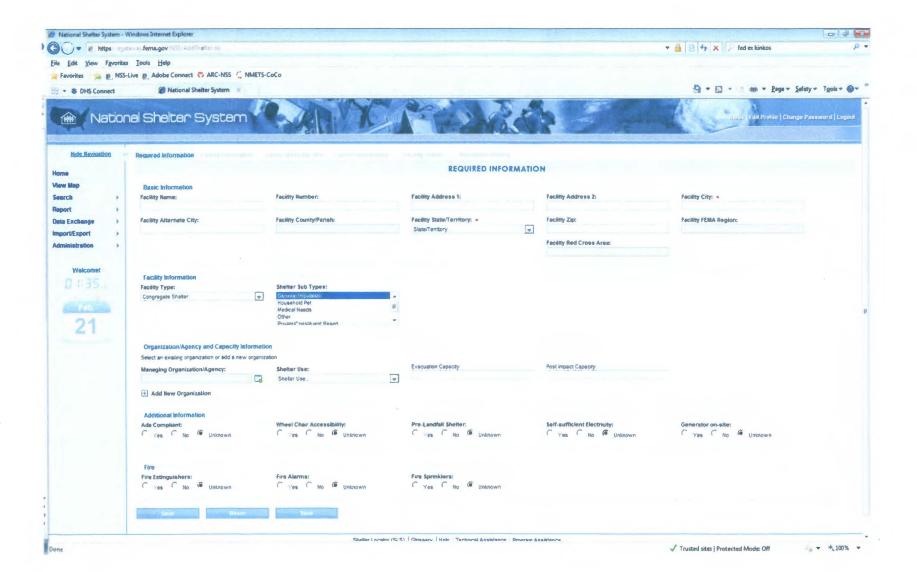
Charlene Myrthil, Director

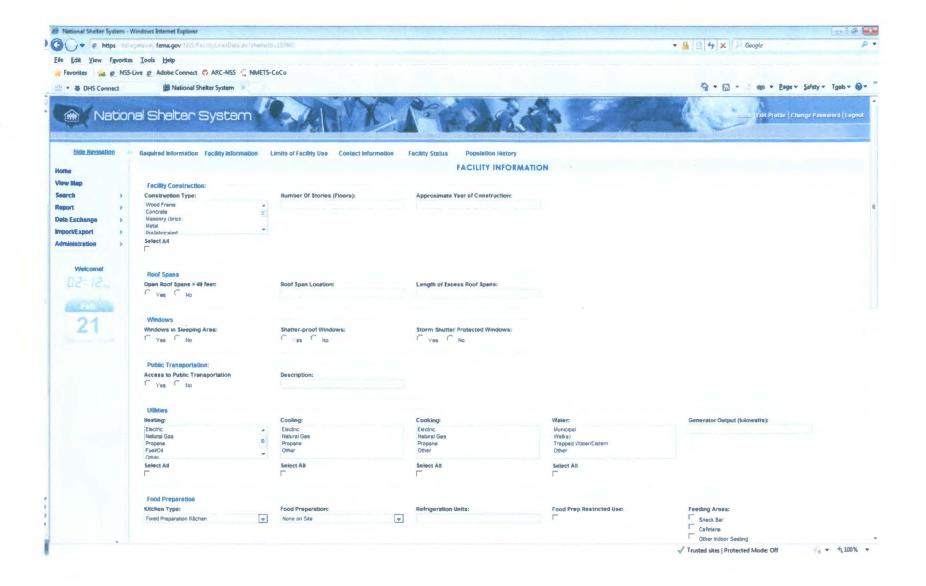
FEMA Records Management Division

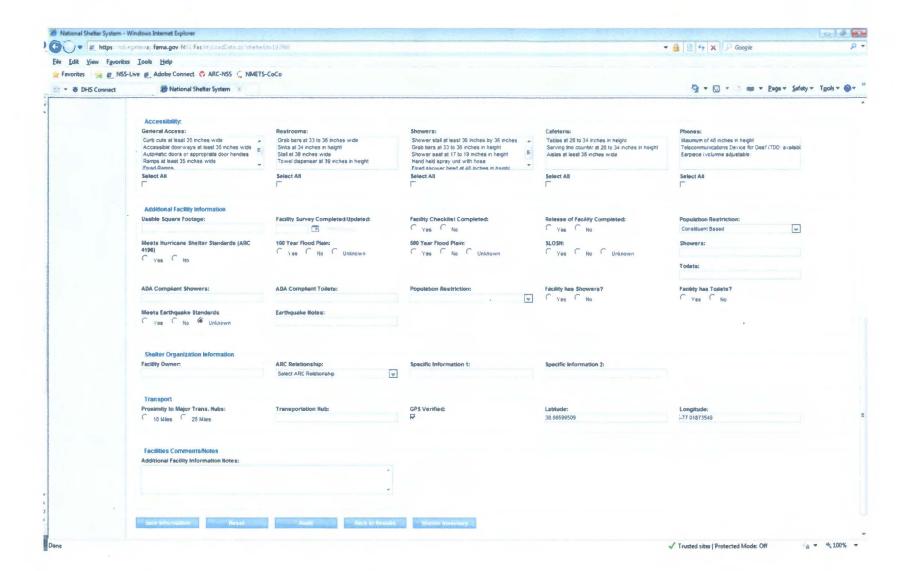
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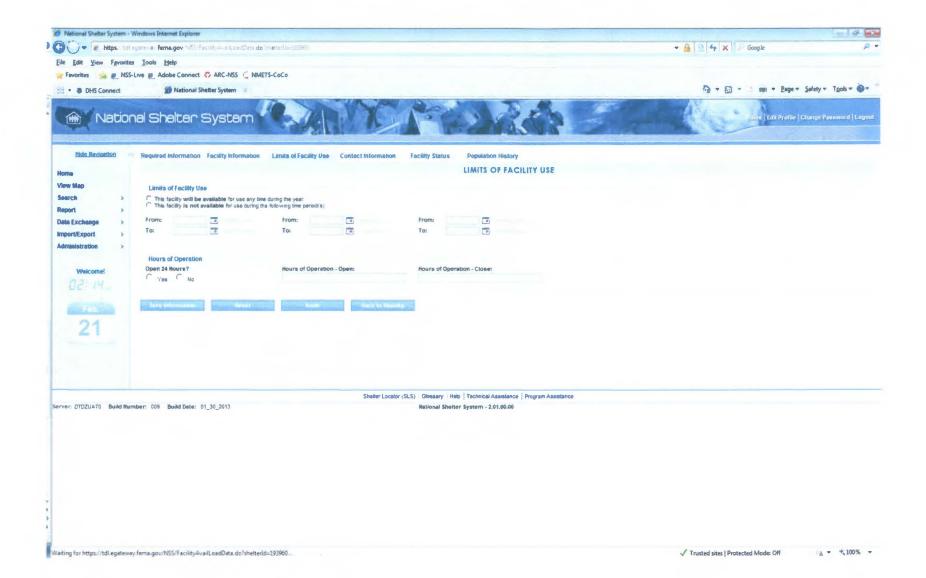
Mission Support Bureau

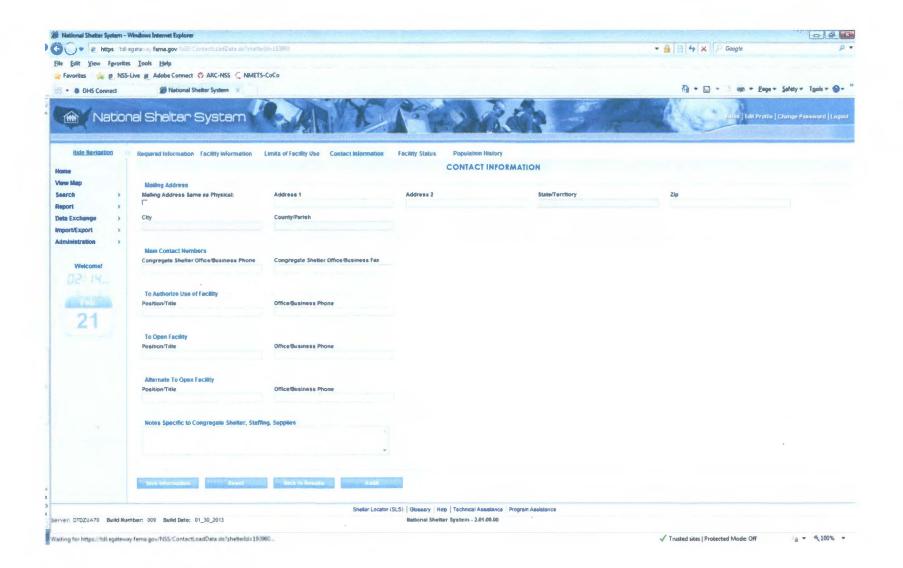
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COLUMN NAME DATA_TYPE SHELTER_ID NUMBER(22) SHELTER_NUMBER VARCHAR2(32) SHELTER NAME VARCHAR2(255) ADDRESS 1 VARCHAR2(255) ADDRESS_2 VARCHAR2(255) CITY VARCHAR2(255) ALTERNATE_CITY VARCHAR2(255) COUNTY_PARISH VARCHAR2(255) FIPS CODE VARCHAR2(5) STATE VARCHAR2(2) ZIP VARCHAR2(9) MAIL_ADDR_SAME_AS_PHYS_ADDR VARCHAR2(3) MAILING_ADDRESS_1 VARCHAR2(255) MAILING_ADDRESS_2 VARCHAR2(255) MAILING CITY VARCHAR2(255) MAILING_COUNTY_PARISH VARCHAR2(255) MAILING STATE VARCHAR2(2) MAILING_ZIP VARCHAR2(9) CONTROLLING_ORGANIZATION_ID NUMBER(22) RESPONSIBLE_ORGANIZATION_ID NUMBER(22) ARC RELATIONSHIP CODE VARCHAR2(10) OPEN_24_HOURS VARCHAR2(3) HOURS_OF_OPERATION_OPEN VARCHAR2(500) HOURS_OF_OPERATION_CLOSE VARCHAR2(500) REGION NUMBER NUMBER(22) ARC SERVICE AREA VARCHAR2(200) FACILITY USAGE CODE VARCHAR2(10) **EVACUATION CAPACITY** NUMBER(22) POST_IMPACT_CAPACITY NUMBER(22) ADA COMPLIANT VARCHAR2(3) WHEELCHAIR ACCESSIBLE VARCHAR2(3) PET ACCOMMODATIONS CODE VARCHAR2(10) PET_ACCOMMODATIONS_DESC VARCHAR2(200) GENERATOR_ONSITE VARCHAR2(3) GENERATOR_OUTPUT VARCHAR2(150) SELF_SUFFICIENT_ELECTRICITY VARCHAR2(3) LATITUDE NUMBER(22) **LONGITUDE** NUMBER(22) GPS_VERIFIED VARCHAR2(3) GMT_OFFSET NUMBER(22) IN_100_YR_FLOODPLAIN VARCHAR2(3) IN 500 YR FLOODPLAIN VARCHAR2(3) IN SURGE SLOSH AREA VARCHAR2(3) PRE_LANDFALL_SHELTER VARCHAR2(3) NEAREST TRANSPORTATION HUB NUMBER(22) HUB VARCHAR2(255) USABLE_SQUARE_FOOTAGE NUMBER(22) FACILITY_SURVEY_DATE DATE(7) FACILITY CHECKLIST COMPLETE VARCHAR2(3) FACILITY_RELEASE_COMPLETE VARCHAR2(3) POPULATION RESTRICTION_CODE VARCHAR2(10)

HURRICANE_SHELTER_STANDARDS NOTES ORGANIZATION_SPECIFIC_INFO_1 ORGANIZATION_SPECIFIC_INFO_2 DELETED_FLAG SHELTER_STATUS_CODE DATA_SOURCE DATA_SOURCE_ID FILE_ID ENTRY_DT UPDATE_DT FACILITY_TYPE ZIP_DERIVED_FLAG COMPLETE_FLAG MEETS_EARTHQUAKE_STANDARDS EARTHQUAKE_STANDARDS.NOTES FACILITY_OWNER_NAME YEAR_BUILT NUMBER_FLOORS ROOF_SPAN_OVER_40FT ROOF_SPAN_OVER_40FT WINDOWS_IN_SLEEPING_AREA SHATTER_PROTECTED_WINDOWS SHUTTER_PROTECTED_WINDOWS FIRE_EXTINGUISHERS FIRE_ALARMS FIRE_SPRINKLERS PRE_EVACUATION_ACCESS_DESC TOILET_IND SHOWER_IND NUMBER_OF_SHOWERS NUMBER_OF_SHOWERS NUMBER_OF_TOILETS	VARCHAR2(3) VARCHAR2(1000) VARCHAR2(25) VARCHAR2(25) VARCHAR2(3) VARCHAR2(10) VARCHAR2(10) NUMBER(22) NUMBER(22) DATE(7) DATE(7) VARCHAR2(5) VARCHAR2(5) VARCHAR2(5) VARCHAR2(3) VARCHAR2(75) NUMBER(22) NUMBER(22) NUMBER(22) VARCHAR2(3)
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ROOMS_NUM	NUMBER(22)
REFRIGERATION_UNITS	NUMBER(22)
FOOD_PREPARATION_CODE	VARCHAR2(20)
FOOD_PREP_RESTRICTED_USE	VARCHAR2(3)
KITCHEN_TYPE	VARCHAR2(20)
ADA_SHOWERS_NUM	NUMBER(22) NUMBER(22)
ADA_TOILETS_NUM	NUMBER(22)
FACILITY_AVAILABILITY	DATE(7)
AVAILABLE_FROM_DATE_1 AVAILABLE_TO_DATE_1	DATE(7)
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AVAILABLE_FROM_DATE_3	DATE(7)
AVAILABLE_TO_DATE_3	DATE(7)
ACCESS_CODE	VARCHAR2(10)
ACCESS_TYPE	VARCHAR2(15)
ENERGY_CODE	VARCHAR2(10)
ENERGY_DESC_OTHER	VARCHAR2(75)
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ENERGY_TYPE	VARCHAR2(10)
WATER_CODE	VARCHAR2(10)
WATER_CODE WATER_DESC_OTHER	
FEEDING_AREA_CODE	VARCHAR2(75)
FEEDING_AREA_CODE FEEDING_AREA_DESC_OTHER	VARCHAR2(10)
SEATING_CAPACITY	VARCHAR2(75)
_	NUMBER(22)
SUBFACILITY_CODE	VARCHAR2(20)
POPULATION_SEQ_NUMBER	NUMBER(22)
SHELTER_ID	NUMBER(22)
INCIDENT_ID	NUMBER(22)
REPORTING_DATE	DATE(7)
REPORTING_PERIOD	VARCHAR2(10)
GENERAL_POPULATION	NUMBER(22)
MEDICAL_NEEDS_POPULATION	NUMBER(22)
OTHER_POPULATION	NUMBER(22)
OTHER_POPULATION_DESCRIPTION	VARCHAR2(200)
TOTAL_POPULATION	NUMBER(22)
PET_POPULATION	NUMBER(22)
NUMBER_MEALS_SERVED	NUMBER(22)
NUMBER_SNACKS_SERVED	NUMBER(22)
DATA_SOURCE	VARCHAR2(10)
FILE_ID	NUMBER(22)
REPORTING_TIME	DATE(7)
AGE_GEN_0_2_CNT	NUMBER(22)
AGE_GEN_3_6_CNT	NUMBER(22)
AGE_GEN_7_12_CNT	NUMBER(22)
AGE_GEN_13_17_CNT	NUMBER(22)
AGE_GEN_18_21_CNT	NUMBER(22)
AGE_GEN_22_65_CNT	NUMBER(22)
AGE_GEN_66_CNT	NUMBER(22)
AGE_NEEDS_0_2_CNT	NUMBER(22)
AGE_NEEDS_3_6_CNT	NUMBER(22)
AGE_NEEDS_7_12_CNT	NUMBER(22)
AGE_NEEDS_13_17_CNT	NUMBER(22)
AGE_NEEDS_18_21_CNT	NUMBER(22)
AGE_NEEDS_22_65_CNT	NUMBER(22)
AGE_NEEDS_66_CNT INCIDENT ID	NUMBER(22)
INCIDENT_ID INCIDENT_EXCHANGE_NUMBER	NUMBER(22) VARCHAR2(32)
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INCIDENT_NAME	VARCHAR2(255) VARCHAR2(255)
INCIDENT_NAME	VARCHAR2(200)
INCIDENT_CODE_DESC_OTHER	VARCHAR2(10)
INCIDENT_LEVEL_CODE	VARCHAR2(10)
INCIDENT_STATE	VARCHAR2(3)
INCIDENT_EXCHANGE_TYPE	VARCHAR2(10)
INCIDENT_OPEN_DATE	DATE(7)
INCIDENT_CLOSE_DATE	DATE(7)
INCIDENT_STATUS	VARCHAR2(255)
ORGANIZATION_ID	NUMBER(22)
ORGANIZATION_NAME	VARCHAR2(255)
ORGANIZATION_NUMBER	VARCHAR2(100)
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MAIN_PHONE FAX EMAIL HOTLINE_PHONE	VARCHAR2(10) VARCHAR2(10) VARCHAR2(75) VARCHAR2(10)
OTHER_PHONE AFTER_HOURS_PHONE	VARCHAR2(10) VARCHAR2(10)
ORGANIZATION_CLASS_CODE ORGANIZATION_CODE	VARCHAR2(10)
ORGANIZATION_CODE ORGANIZATION_OTHER	VARCHAR2(10) VARCHAR2(75)
ARC_CHAPTER	VARCHAR2(3)
ARC_CHAPTER_CODE ADDRESS 1	NUMBER(22) VARCHAR2(255)
ADDRESS_2	VARCHAR2(255)
CITY	VARCHAR2(255)
STATE ZIP	VARCHAR2(2) VARCHAR2(9)
MAIL_ADDR_SAME_AS_PHYS_ADDR	VARCHAR2(3)
MAILING_ADDRESS_1	VARCHAR2(255)
MAILING_ADDRESS_2 MAILING_CITY	VARCHAR2(255) VARCHAR2(255)
MAILING_STATE	VARCHAR2(2)
MAILING_ZIP	VARCHAR2(9)
MAILING_COUNTY_PARISH POC_NAME	VARCHAR2(255) VARCHAR2(75)
POC_PHONE	VARCHAR2(50)
POC_AFTER_HOURS_PHONE	VARCHAR2(50)
POC_EMAIL	VARCHAR2(75)
HOURS_OF_OPERATION NUMBER_BLANKETS	VARCHAR2(500) NUMBER(22)
NUMBER_COTS	NUMBER(22)
INTERNET_ACCESS	VARCHAR2(3)
TDD_PHONE COUNTY_PARISH	VARCHAR2(10) VARCHAR2(255)
ARC HUB	VARCHAR2(75)
ARC_SERVICE_AREA	VARCHAR2(200)
REGION_NUMBER	NUMBER(22)
JURISDICTION NOTES	VARCHAR2(100) VARCHAR2(1000)
DATA_SOURCE	VARCHAR2(10)
DATA_SOURCE_ID	NUMBER(22)
DELETED_FLAG	VARCHAR2(3)
FILE_ID DATA SOURCE ID	NUMBER(22) NUMBER(22)
DATA_SOURCE_CODE	VARCHAR2(50)
DATA_SOURCE_ORG_NAME	VARCHAR2(75)
ADDRESS_1 ADDRESS_2	VARCHAR2(75) VARCHAR2(75)
CITY	VARCHAR2(75)
STATE	VARCHAR2(2)
ZIP	VARCHAR2(9)
EMAIL PHONE	VARCHAR2(75) VARCHAR2(10)
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FAX	VARCHAR2(10)
ALTERNATE_PHONE	VARCHAR2(10)
STATUS	VARCHAR2(10)
ARC_DATA_STATUS	VARCHAR2(3)
PHONE	VARCHAR2(50)
FAX	VARCHAR2(50)
AUTHORIZER_TITLE	VARCHAR2(75)
AUTHORIZER_OFFICE_BUS_PHONE	VARCHAR2(50)
POC_TITLE	VARCHAR2(75)
POC_OFFICE_BUS_PHONE	VARCHAR2(50)
POC_EMAIL	VARCHAR2(75)
ALT_POC_TITLE	VARCHAR2(75)
ALT_POC_OFFICE_BUS_PHONE	VARCHAR2(50)
NOTES	VARCHAR2(500)

COMMENTS

The SHELTER_ID is a system assigned number to uniquely identify shelter records.

This is a user assigned number or defined by another source system. This identifier acts as a business key for this This is the name of the facility that is being used as an emergency shelter (e.g. St. Mary's Church, Bethel Elementa This is the physical address of the emergency shelter.

This is an addition line of physical address informantion for the shelter.

This contains city data from the GIS service based upon the user supplied zip code.

This field is used when the GIS service returns incorrect city data based upon user supplied zip code. This occurs This contains county or parish data from the GIS service based upon the user supplied zip code.

This columncontains the codes that represent the values for US counties.

This is the USPS two letter designation for US States.

This is the zip code for the physical address of the organization.

This is the official mailing address of the emergency shelter. If MAIL_ADDR_AS_PHYS_ADDR is 'Yes', then this f This is the second line for the official mailing address of the emergency shelter. If MAIL_ADDR_AS_PHYS_ADDR This is the city for the mailing address of the emergency shelter. If MAIL_ADDR_AS_PHYS_ADDR is 'Yes', then the thing is the county or parish for the mailing address of the emergency shelter. If MAIL_ADDR_AS_PHYS_ADDR is This is the state for the mailing address of the emergency shelter. If MAIL_ADDR_AS_PHYS_ADDR is 'Yes', then This is the zip code for the mailing address of the emergency shelter. If MAIL_ADDR_AS_PHYS_ADDR is 'Yes', then This is the zip code for the mailing address of the emergency shelter. If MAIL_ADDR_AS_PHYS_ADDR is 'Yes', then This column contains an identifier of the organization that has administrative control over a shelter facility. This col This field contains the name of the organization that serves as the data steward of a particular shelter record.

This column contains the codes that represent the values for different types of shelters managed by the American This field contains the binary value 'Yes' or 'No' to indicate whether a shelter is or is not providing service 24hrs a d This column contains the hh:mm formatted information that describes when a shelter opens for service.

This column contains the hh:mm formatted information that describes when a shelter closes for service.

This is the FEMA Region number associated with the geographic region in which a shelter is located.

This column is used to capture the value for the American Red Cross area of service.

This column contains the codes that represent the values for indicating whether a shelter is intended for Evacuation. This column contains the value representing the maximum number of customers a shelter can accommodate during This designates the maximum number of customers that an emergency shelter is capable of accommodating.

This contains the binary value 'Yes' or 'No' to capture whether a shelter is or is not ADA compliant.

This captures the binary 'Yes' or 'No' value to indicate that an emergency shelter facility is or is not wheelchair acce. This column contains the codes for the values used to describe how household pets are accommodated by an emergency shelter (e.g. The off-site of the stead of the capture the description of the pet accommodations at an emergency shelter (e.g. The off-site of this field used to capture the total amount of kilowatt capacity an onsite generator or collection of onsite generator. This column contains the binary value 'Yes' or 'No' to indicate that a shelter does or does not have its own source of the contains the geospacial latitude of the shelter.

This contains the geospacial longitude of the shelter.

indicates that the LATITUDE and LONGITUDE fields provided have been verified by a global positioning system Offset in hours from GMT for a shelter based on its zip code

This contains the value 'Yes', 'No' or 'Don't Know' to indicate whether a shelter is or is not in a 100 year floodplain, a This contains the value 'Yes', 'No' or 'Don't Know' to indicate whether a shelter is or is not in a 500 year floodplain, a This contains the value 'Yes', 'No' or 'Don't Know' to indicate whether a shelter is or is not in a storm surge/SLOSH This column contains the 'Yes', 'No' or 'Not Applicable' values to indicate that a shelter is or is not suitable for prote This contians information about available passenger transport within a 10 to 25 miles radius. Passenger transport This is a free text field to delineate local transportation hub information.

This column contains the numeric value for the square footage at an emergency shelter facility that is available for This contians the date of the last complete survey that ensures the facility is suitable for emergency operations.

This contains the binary value 'Yes' or 'No' to capture whether or not a checklist has been completed for emergenc This contains the binary value 'Yes' or 'No' to capture whether a shelter has or has not been released as suitable for This column contains the code that represent the values used to describe the restrictions to a shelter's population (

This field contains the binary value 'Yes' or 'No' to indicate whether a shelter does or does not meet Hurricane She This is a free text field to capture additional shelter related information.

This field is intended to suite a broad range of application by various state and local emergency management profe. This field is intended to suite a broad range of application by various state and local emergency management profe. This flag is set when a user 'deletes' a shelter or organization record, and is used to differentiate the shelter from n. This column contains the code that represents the values that provide shelter status (i.e. 'Open', 'Closed', 'Inactive' This is populated field and gives the source agency.

This is populated field and gives the source identifier.

This is a populated field with the file being loaded.

Entry Date

Update Date

fACILITY tYPE

The ZIP_DERIVED_FLAG is a system assigned value when the system derives zip code based on city and state.

This is a system assigned value to determine if this record does not have any missing information.

The MEETS_EARTHQUAKE_STANDARDS is a reference to the facility whether it meets earthquake standards.

The EARTHQUAKE_STANDARDS_NOTES is a reference to the notes for earthquake standards.

This FACILITY_OWNER_NAME is a name of the owner of the facility.

This field captures the year in format YYYY that the facility was constructed.

This contains the numeric value that represents the number of stories that a facility has.

This contains the binary value 'Yes' or 'No' to capture whether a facility has or does not have open roof spans exce. This is a free text field to capture the location of the open roof spans that exceed 40ft (i.e. southwest corner of the This field captures the length of open roof spans in excess of 40ft.

This contains the binary value 'Yes' or 'No' to capture whether a facility has or does not have windows in the sleepil This contains the binary value 'Yes' or 'No' to capture whether a facility has or does not have shatter protected wind This contains the binary value 'Yes' or 'No' to capture whether a facility has or does not have shutters protecting the This contains the binary value 'Yes' or 'No' to capture whether a facility has or does not have fire extinguishers.

This contains the binary value 'Yes' or 'No' to capture whether a facility has or does not have fire alarms.

This contains the binary value 'Yes' or 'No' to capture whether a facility has or does not have fire sprinklers.

This contains the binary value 'Yes' or 'No' to capture whether a facility has or does not have access to public trans This is a free text field to capture what kind of access to public transportation the facility.

indicates whether a facility has a toilets.

indicates whether a facility has a showers.

This contains the numeric value that represents the number of showers that a facility has.

This contains the numeric value that represents the number of toilets that a facility has.

This contains the numeric value that represents the number of rooms that a facility has.

This field contains the numeric value for the number of refrigeration units a facility has.

This column contains the code that represents the value for the type of food preparation available at the facility (i.e indicates that there is a restriction to the use of the food preparation capability of the facility

indicates that there is a kitchen type for the facility

indicates the number of ada compliant showers

indicates the number of ada compliant toilets

1: Available for use at any time during the year. 2: Available only during the time periods specified.

This is the first instance for marking the beginning of when a facility is available as an emergency shelter.

This is the first instance for marking the ending of when a facility is available as an emergency shelter.□

This is the second instance for marking the beginning of when a facility is available as an emergency shelter. □

This is the second instance for marking the ending of when a facility is available as an emergency shelter. □

This is the third instance for marking the beginning of when a facility is available as an emergency shelter. □

This is the third instance for marking the ending of when a facility is available as an emergency shelter. \Box

This column contains the code that represents the values for the general accessibility attributes of a facility for peol This is a free text field to describe the existing accessibility features of a facility for people with special needs.

This column contains the code that represents the values for the different types heat sources within a facility (i.e. E This column contains the values for the different types heat sources within a facility (i.e. Electric, Natural Gas, Oil, &

This is a free text field used to capture energy sources when the code for the value 'Other' is selected in ENERGY_This column contains the code that represents the values for the type of water source for the shelter (e.g. Well, Tal This column contains a one or two word description of the type of water available at a particular shelter facility. The This column contains the code that represents the value for the type of feeding area that the facility has (i.e. Snack This column contains the value for the type of feeding area that the facility has (i.e. Snack Bar, Cafeteria, Other). This provides a place to capture the numeric value for the seating capacity of each feeding area.

This column contains a database generated sequence number used to uniquely identify a reporting period for a giv The SHELTER_ID is a system assigned number to uniquely identify shelter records.

The INCIDENT_ID is a system assigned number to uniquely identify incident records.

This column contains the date for which population counts are entered

This column contains the values for the reporting period against which population counts are being entered. Valid This column is used for the counts of shelter populations that are POPULATION_TYPE_DESC 'General'.

This contains the count for the Population Type 'Medical Needs' which is used when a shelter records customers w OTHER_POPULATION contains values for counts of populations that are not described included in POPULATION This is a free text field to capture some descriptive language about what the function of the shelter is beyond those Total Population is a sum of General, Functional and Medical Needs population counts. If OTHER_POPULATION The PET_POPULATION column contains the population count for household pets at a shelter. It is NOT included This column contains the count for the number of meals served during a given period.

This column contains the count for the number of snacks served during a given period.

This is populated field and gives the source agency.

This is a populated field with the file being loaded.

facility code for a given facility

This column contains the time only when the population was actually counted

This column contains the count for the number of people in general population who are between 0-2yrs.

This column contains the count for the number of people in general population who are between 3-6yrs.

This column contains the count for the number of people in general population who are between 7-12yrs.

This column contains the count for the number of people in general population who are between 13-17yrs.

This column contains the count for the number of people in general population who are between 18-21yrs.

This column contains the count for the number of people in general population who are between 22-65yrs.

This column contains the count for the number of people in general population, who are above 66 yrs.

This column contains the count for the number of people with medical needs who are between 0-2yrs.

This column contains the count for the number of people with medical needs who are between 3-6yrs.

This column contains the count for the number of people with medical needs who are between 7-12yrs.

This column contains the count for the number of people with medical needs who are between 13-17yrs.

This column contains the count for the number of people with medical needs who are between 18-21yrs.

This column contains the count for the number of people with medical needs who are between 22-65yrs.

This column contains the count for the number of people with medical needs who are above 66 yrs.

The INCIDENT_ID is a system assigned number to uniquely identify incident records.

The INCIDENT_EXCHANGE_NUMBER is a unique business identier for incident records.

This is a field for the Federal, State, local, municipal and tribal emergency managers to uniquely designate an incid This is a field for the Federal, State, local, municipal and tribal emergency managers to name the incident.

This column contains the codes that represent the values for an incident type such as ICE for Ice Storm or HUR fo This column contains other codes that represent the values for an incident type such as ICE for Ice Storm or HUR This column contains the codes that represent the level at which the incident has occurred (e.g. Tribal, County/Par This contains the two letter USPS State code for the state in which the incident has occurred.

The INCIDENT_EXCHANGE_TYPE is a type of exchange.

This is the date that the incident occurred or began (e.g. Hurricane Katrina was 08/23/05).

This is the date that the incident was closed.

The INCIDENT STATUS is a status of the incident.

This contains the system generated number to uniquely identify the organization record.

This is the name of the organization.

This contains the agency ID from ARC.

This is the main telephone number of the organization.

This is the organization's fax number.

This is the organization's Emergency Management Shelter email or general email address.

This field is intended to capture an organizations hotline if applicable.

This is the organization alternate phone number for the point of contact for a particular shelter.

This is the phone number to contact outside of normal business operations of the organization.

This column contains the codes that represent the values for the organization classes such as 'PNP', 'Government This column contains the codes that represent the values for organization types (e.g. ARC, The Salvation Army, St This column is used to capture free text information that describes an organization type if 'Other' is selected for OR This contains the binary value 'Yes' or 'No' to capture whether an organization is or is not an American Red Cross of This contains the value of the organizations ARC Chapter Code if applicable.

This contains the physical street address of the organization.

This provides an extra space for continued physical street address information for the organization.

This contains the city data for the physical address of the organization and is a returned value from the GIS service. This is the two letter USPS State code for the physical location of the organization.

This is the zip code for the physical address of the organization.

This contains the binary value 'Yes' or 'No' to flag if a organization's physical address is the same as its official mail This is the official mailing address of the organization. If MAIL_ADDR_AS_PHYS_ADDR is 'Yes', then this field is This is the second line for the official mailing address of the organization. If MAIL_ADDR_AS_PHYS_ADDR is 'Yes', then this field This is the city in the mailing address for the organization. If MAIL_ADDR_AS_PHYS_ADDR is 'Yes', then this field This is the state in the mailing address for the organization. If MAIL_ADDR_AS_PHYS_ADDR is 'Yes', then this field This is the zip code in the mailing address for the organization. If MAIL_ADDR_AS_PHYS_ADDR is 'Yes', then this This is the mailing county parish for the organization. If MAIL_ADDR_AS_PHYS_ADDR is 'Yes', then this field is a This is the first and last name of the person within the organization that serves as the point of contact for a particular shelter.

This is the organization emergency contact number for the point of contact for a particular shelter.

This is the organization email number for the point of contact for a particular shelter.

This is a free text field used to capture the hours of operation for the organization.

This contains the value representing the number of blankets the organization has in its inventory

This contains the value representing the number of cots the organization has in its inventory

This contains the binary value 'Yes' or 'No' to capture whether an organization has access to the Internet.

This is the phone number for the telephone device for the deaf or hard of hearing.

This contains the county or parish data for the physical address of the organization and is a returned value from the This contains the value of the organizations ARC hub information if applicable.

This contains the value of the organizations ARC service area if applicable.

This is the FEMA Region office phone number serving the region in which the organization resides.

This field contains the zip codes that make constitute the jurisdiction in which an organization serves or resides.

This is a free text field intended to capture ad hoc information about an organization.

This is populated field and gives the source agency.

This is populated field and gives the source agency identifier for the data exchange.

This flag is set when a user 'deletes' an organization record and is used to differentiate the organization from non-c This is a populated field with the file being loaded.

The DATA_EXCHANGE_SOURCE_ID is a system assigned number to uniquely identify data sources.

The DATA_SOURCE_CODE is a source code for the defined data source.

The DATA_EXCHANGE_SOURCE_ID is an organization name of the defined data source.

The ADDRESS_1 is a address line 1 for each data source.

The ADDRESS_1 is a address line 2 for each data source.

The CITY is a city info for each data source.

The STATE is a state for each data source.

The ZIP is a zip for each data source.

The EMAIL is the email info for each data source.

The PHONE is the phone info for each data source.

The FAX is the fax info for each data source.

The ALTERNATE PHONE is the alternate phone info for each data source.

The STATUS is the status info for each data source as active or inactive.

The ARC_DATA_STATUS is the status info for each data source on the ARC data.

This contains the phone number for the facility serving as an emergency shelter.

This contains the fax number for the facility serving as an emergency shelter.

This contains the title or position of the person designated to authorize the use of a facility for emergency manager. This contains a daytime number of the person designated to authorize the use of a facility for emergency managem. This contains the title or position of the primary person designated to open a facility for emergency management put This contains a daytime number of the primary person designated to open a facility for emergency management put This contains a email id of the primary person designated to open a facility for emergency management purposes. This contains the title or position of the secondary person designated to open a facility for emergency management. This contains a daytime number of the secondary person designated to open a facility for emergency management. This is a free text field to capture ad hoc information pertaining to shelter staffing, supplies, etc.

```
s shelter record.
ary School, Bowman Library, etc).
frequently in rural areas.
ddress.
ield is autopopulated from ADDRESS_1.
t is 'Yes', then this field is autopopulated from ADDRESS 2.
his field is autopopulated from CITY.
'Yes', then this field is autopopulated from CITY.
this field is autopopulated from CITY.
hen this field is autopopulated from CITY.
umn is a foreign key to ORGANIZATION.ORGANIZATION_ID. (req 8.2.2.12).
Red Cross.
lay. 'Yes' is the default if the shelter does not serve a heating/cooling center or reception center.
n, Post Impact or both.
ng evacuation operations (i.e. before the storm hits).
essible.
ergency shelter (e.g. onsite, off-site cohabitation, none).
pet accomodations are in and adjacent building or small animals only).
s have
```

as well as if this information is not known.
as well as if this information is not known.
area, as well as if this information is not known.
cting customers before a Hurrican or Tropical storm makes landfall.
examples are railway, bus, airplane or ferry.

of electricity (power source does not have to be a generator).

emergency operations.

s have

y operational preparedness. or emergency operations. [e.g. shelter accomodates women only).

Iter Standards.
essionals (i.e. special coding types for shelters beyond what FEMA or ARC uses). essionals (i.e. special coding types for shelters beyond what FEMA or ARC uses). on-deleted records during reporting. The provided Head of the control of the contro
eding 40ft. gymnasium).
ng area(s). tows. facility windows.
J. W.
portation such as trains, metro lines, etc.
. Full Service Kitchen, Warming Oven Kitchen, etc).
ple with special needs (i.e. Automatic doors, 35 inch wide ramps, etc).
lectric, Natural Gas, Oil, etc).

_CODE. pped, Municipal, etc). value can be one of the pre-defined values from the NS_DEF_WATER_TYPE table, or if the user selects "O Bar, Cafeteria, Other).□
ren shelter.
values are 'MIDDAY' and 'OVERNIGHT
vith special needs. _TYPE_DESC. described in POPULATION_TYPE_DESC. contains a value, it is included in the sum. in TOTAL_POPULATION.
lent by number.
r hurricane.

for hurricane. ish, Municipal, etc).

' or 'Private Sector'. ate, etc). GANIZATION_CODE. chapter.
based upon the user provided zip code.
ling address. autopopulated from ADDRESS_1. s', then this field is autopopulated from ADDRESS_2. d is autopopulated from CITY. eld is autopopulated from CITY. s field is autopopulated from CITY. nutopopulated from County Parish. ar shelter.
e GIS service based upon the user provided zip code.
deleted records during reporting.

nent purposes. nent purposes. urposes. urposes.

t purposes.

THER" as the WATER_TYPE_CODE, then the description typed by the user will be saved int his column

٦.

Reference Data for NSS

ACCESS_CODE

CURB DOOR

AUTODOOR

RAMP **FIXED PORTABLE**

LANDING GRABBAR

SINK

STALL

TOWEL DISP **SHOWER GRABBAR**

SHOWERSEAT

SPRAY

SHOWERHEAD

TABLE

SERVECNTR

AISLE HEIGHT TTD

EARPIECE

RELATIONSHIP CODE

ARCMANAGED **ARCSUPPORT ARCPARTNER**

NONE

CONSTRUCTION CODE

WOOD CONCRETE **MASONRY METAL PREFAB TRAILER** BUNGALOW

POD **OTHER** SOFTSIDED

ENERGY CODE

ELECTRIC NATURALGAS PROPANE FUEL OTHER ELECTRIC

ACCESS_DESC

Curb cuts at least 35 inches wide

Accessible doorways at least 35 inches wide Automatic doors or appropriate door handles

Ramps at least 35 inches wide

Fixed Ramps Portable Ramps Level Landings

Grab bars at 33 to 36 inches wide Sinks at 34 inches in height Stall at 38 inches wide

Towel dispenser at 39 inches in height Shower stall at least 36 inches by 36 inches Grab bars at 33 to 36 inches in height Shower seat at 17 to 19 inches in height

Hand held spray unit with hose

Fixed shower head at 48 inches in height Tables at 28 to 34 inches in height

Serving line counter at 28 to 34 inches in height

Aisles at least 38 inches wide Maximum of 48 inches in height

Telecommunications Device for Deaf (TDD) available

Earpiece (volumne adjustable)

RELATIONSHIP DESC

ARC Managed ARC Supported **ARC Partner** None

CONSTRUCTION DESC

Wood Frame Concrete Masonry (brick) Metal

Prefabricated Trailer Bungalow Pod Other Soft Sided

ENERGY DESC

Electric **Natural Gas** Propane Fuel/Oil Other Electric

NATURALGAS PROPANE OTHER ELECTRIC NATURALGAS PROPANE OTHER

FACILITY_CODE NONCONSHELTER

SHELTER

FEEDINGOPERATION
DISTRIBUTIONFACILITY
EVACSURVIVORSUPPORT
TEMPRESPITECTR

OTHER

FACILITY_USAGE_CODE

EVAC POST BOTH

FEEDING_AREA_CODE

NONE SNACK CAFE OTHER

FOOD_PREPARATION_CODE

NONE WARMOVEN FULLSERVE MEALSDEL

INCIDENT LEVEL CODE

TRIBAL
COUNTY
MUNICIPAL
TERRITORY
UNKNOWN
FEDERAL
STATE

INCIDENT_CODE

BDC BLI CDB DRT EPD EQK EXP FIR Natural Gas Propane Other Electric Natural Gas Propane Other

FACILITY_DESC

Non-Congregate Shelter Congregate Shelter Feeding Operation Distribution Facility

Evacuation/Survivor Support Temporary/Respite Center

Other

FACILITY_USAGE_DESC

Evacuation Post Impact Both

FEEDING_AREA_DESC

None on Site Snack Bar Cafeteria

Other Indoor Seating

FOOD_PREPARATION_DESC

None on Site

Warming Oven Kitchen Full Service Kitchen

Facility uses central kitchen-meals are delivered

INCIDENT LEVEL DESC

Tribal

County/Parish Municipal U.S. Territory Unknown Federal State

INCIDENT_DESC

Building Collapse

Blizzard

Civil Disturbance

Drought Epidemic Earthquake Explosion

Fires: Private/Home, Industrial Complex

FLD

FLT

FOR HAZ HUR

ICE

IND

NUI

OST OTH

RDD

TER-D TER-I

TRA TSU

UNK VOL

REF SRS

TOR

WMD

KITCHEN TYPE CODE

MOBSERV MOBPREP FIXEDSERV FIXEDPREP

ORGANIZATION CLASS CODE

GOVERNMENT PRIVATE

ORGANIZATION CODE

ARC SALVARMY

SBC **FAITH OTHER FEDERAL STATE TRIBAL**

COUNTY **MUNICIPAL TERRITORY**

PET ACCOMMODATIONS CODE

NONE **ONSITE OFFSITE COHABIT OTHER HOSPITAL** Flood

Flood/Tornado

Forest Fire (includes wild, range, grass fires) Hazardous Material Incidents, Chemical Spills

Hurricanes, Tropical Storms, Typhoons

Ice Storm

Improvised Nuclear Device

Nuclear Incident

Other Storms (e.g., wind, dust, electrical, rain, Nor Eas

Other

Radiological Dispersal Device

Refugee Operation Search and Rescue Terrorist Event - Domestic Terrorist Event - International Tornadoes, Cyclones Transportation Incident

Tsunami/Wave Unknown Volcano

Weapons of Mass Desctruction

KITCHEN TYPE DESC

Mobile Serving Kitchen Mobile Preparaton Kitchen Fixed Serving Kitchen **Fixed Preparation Kitchen**

ORGANIZATION CLASS DESC

PNP

Government Private

ORGANIZATION DESC

ARC

The Salvation Army

SBC Faith Based

Other Federal State Tribal

County/Parish Municipal U.S. Territory

PET ACCOMMODATIONS DESC

None

Located On Site Located Off Site

Cohabitation (People & Household Pets together)

Animal Hospital/Clinic

POPULATION_CODE

GENERAL FUNCTIONAL MEDICAL COMPPET OTHER

POPULATION_DESC

General Public Functional Needs Medical Needs Companion Animal/Pet Other

STATE REGION_NUMBER

CT	
CT	
ME	
MA	
NH	
RI	
VT	
NJ	
NY	
PR	
VI	
DE	
DC	
MD	
PA	
VA	
WV	
AL	
FL	
GA	
KY	
MS	
NC	
SC	
TN	
IL.	
IN	
MI	
MN	
ОН	
WI	
AR	
LA	
NM	
OK	
TX	
IA	
KS	
MO	
NE	
CO	
MT	
ND	
SD	
UT	
WY	

ΑZ

CA

HI	9
NV	9
AS	9
FM	9
GU	9
MH	9
MP	9
PW	9
UM	9
AK	10
ID	10
OR	10
WA	10

SHELTER_STATUS_CODE SHELTER_STATUS_DESC ALERT Alert/Standby

OPEN Open INACTIVE Inactive CLOSED Closed FULL Full

FACILITY_CODE SUBFACILITY_CODE

NONCONSHELTER NGENPOPSHEL NONCONSHELTER NMEDBNS NONCONSHELTER NHHPET

NONCONSHELTER NPRIVATECONSTBASED
NONCONSHELTER NSHELTERINPLACE
NONCONSHELTER NHOTEL
NONCONSHELTER NCAMP

NONCONSHELTER NCAMP
NONCONSHELTER NOTHER
OTHER HGSL
OTHER HSA
OTHER VSH
OTHER VRC
DISTRIBUTIONFACILITY DMC

SHELTER GENPOPSHEL
SHELTER MEDBNS
SHELTER HHPET

SHELTER PRIVATECONSTBASED SHELTER SHELTERINPLACE

SHELTER OTHER

FEEDINGOPERATION
FEEDINGOPERATION
FEEDINGOPERATION
FEEDINGOPERATION
FEEDINGOPERATION
FEEDINGOPERATION
FIXEDKITCHEN
FIXEDKITCHENSVC
FEEDINGOPERATION
FIXEDFEEDINGSITE
DISTRIBUTIONFACILITY
WAREHOUSE

DISTRIBUTIONFACILITY WAREHOUSE
DISTRIBUTIONFACILITY PODSESF6
DISTRIBUTIONFACILITY DISTRIBUTIONCENTER

DISTRIBUTIONFACILITY
DISTRIBUTIONFACILITY
DISTRIBUTIONFACILITY
LOGISTICSSTGAREA
DISTRIBUTIONFACILITY
PODSESF8

EVACSURVIVORSUPPORT DISRRCVCTR
EVACSURVIVORSUPPORT FAC
EVACSURVIVORSUPPORT RPC

EVACSURVIVORSUPPORT
EVACSURVIVORSUPPORT
EVACSURVIVORSUPPORT
EVACSURVIVORSUPPORT
TEMPRESPITECTR
TEMPRESPITECTR
TEMPRESPITECTR
OTHER
OTHER
OTHER

ESA
EFP
EWSRS
EDC
WC
CC
EWRC
NGOHQ
NGOSC
FFO
SHSC

WATER_CODE MUNICIPAL WELL TRAPPED OTHER

WATER_DESC

Municipal Well(s)

Trapped Water/Cistern

Other

ACCESS_TYPE

General Access

General Access

General Access

General Access

General Access

General Access

General Access

Restrooms

Restrooms

Restrooms

Restrooms

Showers

Showers

Showers

Showers

Showers

Cafeterias

Cafeterias

Cafeterias

Phones

Phones

Phones

ENERGY_TYPE

Heating

Heating

Heating

Heating

Heating

Cooling

Cooling Cooling

Cooking

Cooking

Cooking Cooking

ORGANIZATION_CLASS_CODE

PNP

PNP

PNP PNP

PNP

GOVERNMENT

GOVERNMENT

GOVERNMENT

GOVERNMENT

GOVERNMENT

GOVERNMENT

ARC DESIGNATION AREA

EAST

EAST

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SUBFACILITY_DESC

General Population

Medical Needs

Household Pet

Private/Constituent Based

Shelter in Place (Residential/Business/Public)

Hotel/Motel

Camps

Other

Housing Group Site Location

Housing Staging Area

Volunteer Hosting Site

Volunteer Reception Center

Donation Management Warehouse

General Population

Medical Needs

Household Pet

Private/Constituent Based

Shelter in Place (Residential/Business/Public)

Other

Field Kitchen

Mobile Kitchen

Fixed Kitchen-Food Prep Only

Fixed Kitchen-Food Prep and Service

Fixed Feeding Site

Warehouse

Points of Distribution (ESF #6)

Distribution Center

Logistics Staging Area

Points of Dispensing (ESF #8)

Disaster Recovery Center (DRC)

Family Assistance Center

Reception Processing Center

Evacuation Staging Area
Evacuation Fuel Point
Evacuation Way Station/Rest Stop
Embarkation/Debarkation Center
Warming Center
Cooling Center
Emergency Worker Respite Center
NGO Operation Headquarters
NGO Services Center
Federal Field Office
Social/Human Services Facility