

Dear CORE Group Leader,

It is my pleasure to invite you and the rest of your neighborhood CORE Group to participate in the **CORE Citywide Emergency Response Functional Exercise on Saturday, April 25, 2009, from 9:00am to 11:30am**. The purpose of the annual Citywide Exercise is to provide an opportunity for Oakland residents to practice responding to a disaster, primarily in their own neighborhoods. The overall scenario in 2009 will be based on a simulated 6.7 magnitude earthquake on the Hayward Fault, centered near Mills College. Localized hazards caused by the earthquake will be written into the scenario as well, including fires, evacuation orders, chemical spills, floods and others. **The goal of this exercise will be for CORE Groups to successfully operate a Disaster First Aid Station within the Neighborhood Incident Command structure.**

We encourage all groups to fully activate their Neighborhood Incident Command Center and all Response Teams for this exercise, but we also recognize that some groups may not have enough members or experience to fully activate. For that reason, **in 2009 we will offer scalable exercise planning guidance, meaning that we will provide specific recommendations for three categories of CORE Groups: "New or Small", "Average to Advanced", and "Multi-Unit Buildings"**. It will be up to each CORE Group to determine which category (or categories) best applies to them, and then refer to the guidelines recommended for that category.

As in the past, the CORE Citywide Exercise Planning Team will provide CORE Group Leaders with an Exercise Support Packet to assist CORE Groups in their neighborhood's exercise planning process. **As a new feature in 2009, the CORE Coordinator will send Helpful Hints emails to Group Leaders between February and April, designed to help participating CORE Groups successfully meet each exercise objective.**

Please complete the response form below, letting us know the extent of your CORE Group's planned participation, and send your reply to the CORE Coordinator (email to core@oaklandnet.com or fax to 510-238-7761). **Please keep in mind that your CORE Group must have at least 10 participants in order to be recognized by the Office of Emergency Services as a participating group.**

Yes, my CORE Group will participate in the exercise.

Yes, my CORE Group will activate our Disaster First Aid Response Team during the exercise, and we understand that the CORE Coordinator will send Volunteer Victims to our neighborhood so we can practice our Disaster First Aid skills on real people.

My CORE Group is **willing to mentor** a newer CORE Group by allowing their members to participate in our neighborhood's exercise.

My CORE Group **would like to be mentored** by a more experienced CORE Group by participating in their neighborhood's exercise.

No, my CORE Group will not participate in the April 25, 2009 exercise.

CORE Group Name: _____
Neighborhood Incident Command Center Address: _____

Group Leader Info:

Name: _____

Email: _____

Daytime Phone: _____

Mailing Address: _____

The deadline for CORE Groups to sign up for the Citywide Exercise is Friday, February 27, 2009. The CORE Coordinator will begin sharing support documents with participating CORE Group Leaders on Monday, January 19, 2009, so the earlier you sign up, the more support you will receive.

If you have any questions please contact the CORE Coordinator at core@oaklandnet.com or 510-238-6351. Thank you, and we look forward to working together with you and your CORE Group members in the coming months.