

STANDBY ORGANIZATION
and
OPERATIONAL PROCEDURE
for
THE CHICAGO CIVIL DEFENSE CORPS

(Revised 1958)

SECTION ONE

STANDBY ORGANIZATION -

Pending any change in present international relations which would indicate the imminence of an enemy attack on the United States, the Chicago Civil Defense Corps will be maintained as a standby organization as presently constituted. While so maintained, the Corps will remain ready to use all available facilities, equipment and supplies and all personnel now employed or experienced in any field of activity which has a civil defense application, to meet and cope with any emergency resulting from a sudden attack without formal declaration of war.

FACILITIES, EQUIPMENT AND SUPPLIES -

The available facilities, equipment and supplies are those set forth in the plans of the several divisions of the Corps and referred to in "CHICAGO ALERTS". They also will include such other units or items (in these categories) as may be found necessary and are locally procurable under the emergency powers of the city. Also, such as may be provided by the Federal or State Government or any of their agencies.

PERSONNEL -

The standby personnel of the Corps includes:

1. All employees of the City and its several agencies, as well as those of other local government bodies whose services can be applied in any civil defense function;
2. All operational and maintenance employees of utility companies and common carriers operating within the corporate limits of Chicago;
3. All members of the "cooperating agencies" whose services can be used by any of the six divisions of the Corps;

4. Such other personnel as may be made available by Federal or State agencies or procured from commercial, industrial or labor organizations by the Manpower and Labor Sections of our Staff Services Division.

To remain familiar with the sources, availability, procurement and use of the facilities, equipment, supplies and personnel listed above, Deputy Directors of the Corps and their staff members should frequently review their divisional plans and the pertinent sections of "CHICAGO ALERTS".

Each unit leader of the Corps should be thoroughly familiar with the operations of his own unit and should have a general knowledge of the functions of all other units.

CONTROL CENTERS -

Unless and until otherwise ordered by the Director, the Primary and Alternate Control Centers of the Corps are as follows:

PRIMARY

Soldier Field,
Gate 29, West Stand,
Telephone: WAbash 2-8905

ALTERNATE

1. Englewood Fire Alarm Office,
6361 S. Wentworth Avenue,
Telephones: WEntworth 6-0002 and WEntworth 6-1301
2. Fire Alarm Office,
6th Floor, City Hall,
Telephones: RAndolph 6-8110 and DEarborn 2-1334
3. Fire Station No. 7,
4911 West Belmont Avenue
Telephone: MUseum 5-0359 and MUseum 5-0280
4. Fire Station No. 15
8026 S. Kedzie Ave.,
Telephones: PRospect 8-4071 and PRospect 8-4070

5. Mobile Communication Unit - Victor No. 1,
C. T. A. Garage - 1345 W. 103rd St.,
6. Mobile Communication Unit - Victor No. 2,
C. T. A. Garage - 3112 Foster Avenue.

DIVISION HEADQUARTERS -

The Divisional Headquarters and Alternate Headquarters will be as indicated from time to time by the Deputy Directors in charge of Divisions. Divisional Deputy Directors are responsible that all divisional key personnel are kept currently informed on the locations of their divisional headquarters.

MUTUAL AID -

Mutual Aid between Chicago and its neighboring towns comes under the control of the Illinois Civil Defense Director and his Coordinator. Incoming mutual aid will be by request only. Any mobile support units coming into the city under the direction of the Illinois Civil Defense Agency will be ordered by that Agency to report to one or more of the following Collection and Transfer Points:

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|-------|--|
| No. 1 | Intersection U. S. 41 and Illinois 50, |
| No. 2 | Intersection Illinois 83 and Illinois 64, |
| No. 3 | Intersection U. S. 45 and U. S. 66, |
| No. 4 | Town of Lansing, 2 miles south of
Intersection U. S. 6 and Alternate U. S. 30 |

Movement of incoming mutual aid from the Collection and Transfer Points will be as ordered by the Director of our Corps and under direction of our Staff Services Division.

OUTGOING MUTUAL AID -

Mutual Aid Mobile Support Units going from Chicago to the assistance of neighboring towns will assemble at one or more of the following named Assembly Areas as required by the Director and in the manner prescribed in Chicago Civil Defense Corps' GENERAL ORDER NUMBER ONE, dated January 7, 1952.

For movements north and northwest of the city --

HANSON PARK - 5500 W. Fullerton Avenue,

For movements west of the city --

ROCKNE STADIUM - Roosevelt Rd and Central Avenue,

For movements south, southwest and southeast --

RYAN'S WOODS, 87th Street & Ashland Avenue.

SECTION TWO - OPERATIONAL PROCEDURE

"ALERT" WARNING - (Advance Warning)

This warning will hereafter be transmitted to the public over the radio stations through the "CONELRAD" plan immediately upon its transmittal to the City by the Air Defense Command. However, the "fan-out" system of alerting will be put into effect immediately by all components of the Corps to ensure full awareness of condition "ALERT". Upon receipt of warning "ALERT", each key member will report to his assigned station as quickly as possible. (Divisional Deputy Directors are responsible that all divisional key personnel are familiar with the stations and assignments).

Upon arrival at stations, key personnel will establish communications contact with their divisional headquarters. Divisional headquarters will establish contact with the Primary and Alternate Control Centers of the Corps.

All "Cooperating Agencies" will alert their membership and send representatives to the headquarters of the division to which they are assigned. Primary Control will establish communications with State and County Civil Defense offices, as well as with the Executive and Administrative Offices of the City of Chicago and Fifth Army Headquarters.

Having completed the arrangements set forth above and such other arrangements as are required by divisional plans, all key personnel will remain at stations pending "TAKE COVER" warning or until otherwise instructed by the Director of the Corps.

"TAKE COVER" Warning - (Attack)

When "TAKE COVER" warning is given to Chicago over the Key Point Warning telephone by the Air Defense Command, it will be transmitted to the public over the attack warning system and via "CONELRAD". At this time, all components of all divisions will put their "TAKE COVER" plans into effect.

