DOUGLAS COUNTY

EMERGENCY OPERATIONS PLAN

(EOP)

12/02/2025
FINAL

FOR OFFICIAL USE ONLY

NOTICE: This document contains information pertaining to the deployment, mobilization, and tactical operations of Douglas County in response to emergencies. It is exempt from public disclosure under Georgia state law.

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JAMES QUEEN, GA-CEM
Director

DOUGLAS COUNTY
EMERGENCY MANAGEMENT AGENCY

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NOTICE REGARDING PUBLIC DISCLOSURE AND REDACTION

Pursuant to the provisions of the Official Code of Georgia Annotated (O.C.G.A.) § 50-18-72, certain information within this Douglas County Emergency Operations Plan (EOP) has been intentionally redacted or withheld from public release.

These redactions are made to protect the safety, security, and critical infrastructure of Douglas County and its citizens and are conducted in accordance with the following specific exemptions from the Georgia Open Records Act:

- **O.C.G.A. § 50-18-72 (a)(25)**: Records pertaining to the location of or access to security cameras, electronic surveillance, or critical infrastructure.
- **O.C.G.A. § 50-18-72 (a)(26)**: Records that are critical to the safety or security of persons or property, including threat assessments, vulnerability assessments, and facility security plans, prepared for the purpose of, or during the course of, an emergency response to a critical incident.
- **O.C.G.A. § 50-18-72 (a)(45)**: Sensitive public security information as determined by the appropriate governmental entity.

The Douglas County Emergency Management Agency asserts that the disclosure of the redacted material would potentially jeopardize public safety or compromise the effectiveness of emergency response operations. The full, unredacted, version of this EOP remains accessible only to authorized governmental personnel.

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Promulgation Statement

Transmitted herewith is the Emergency Operations Plan for Douglas County. It provides a framework in which Douglas County can plan for and perform their respective essential functions during a disruption, disaster, or emergency event.

This Emergency Operations Plan was prepared in accordance with the highest level of continuity principles and standards. This plan supersedes any previous Continuity Plan and has been concurred by Douglas County EMA of Douglas County. It will be reviewed and re-certified annually. Recipients are requested to advise Douglas County of any changes which might result in its improvement or increase its usefulness.

APPROVED: James Queen **DATE:** 12/02/2025

Douglas County EMA

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I. Introduction

A. General

Presidential Policy Directive 5 (PPD-5) requires State and Local governments to adopt the fundamental principles, language and operational concepts embedded in the National Incident Management System (NIMS) and the National Response Framework (NRF) as a condition for receiving certain categories of federal support for emergency management. Presidential Policy Directive 8 (PPD-8) describes the nation's approach to national preparedness. To meet these requirements, Douglas County created this Emergency Operations Plan (EOP) and the Douglas County BOC/County Admin/Clerk officially adopted it on 12/02/2025.

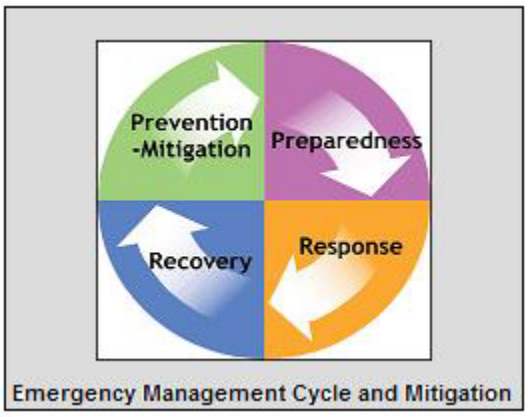
The revised Douglas County EOP is the product of a detailed and focused planning process that 1) fully incorporates NIMS concepts, principles, practices and language; 2) capitalizes on the lessons learned from past incidents; and 3) incorporates plans, programs, and policies that have emerged since the last revision of the EOP. The EOP establishes a framework through which the County may better prepare for, respond to, recover from, and mitigate a wide variety of disasters that could adversely affect the health, safety and/or general welfare of residents and the emergency workers of Douglas County. The EOP provides guidance to Douglas County officials on operating procedures, organizational needs, and individual/team responsibilities, which will prevent, minimize, and/or relieve personnel hardship and property damage associated with disasters or the imminent threat thereof. This plan also provides for an integrated and coordinated county, municipal, state, and federal response. This plan is considered a living document, fully integrated with a database and dynamic fields system (i.e., the BOLDplanning.com platform) developed and maintained by Tennessee-based BOLDplanning Inc. It also complies with the most current guidance from the Department of Homeland Security (DHS) and the Federal Emergency Management Agency (FEMA) regarding the ability to keep data and personal information secure and up to date.

The EOP is an all-hazards, operationally based, plan that addresses locally identified threats and hazards through a four-phased approach: preparedness, response, recovery, and mitigation. Consistent with FEMA's Comprehensive Planning Guide (CPG) 101, it incorporates the "whole community" concept in all phases of the emergency management cycle. The "whole community" refers to the involvement of all segments of the local population, ranging from government officials and local businesses to families and individuals. It attempts to address various local needs, and how best to utilize local resources during a disaster. The plan's objective is to clearly define the responsibilities of county, municipal, volunteer, and other organizations through a EOP / Incident Command System (ICS) / Response Annex approach.

B. Purpose

The purpose of the Douglas County Emergency Operations Plan is to establish a framework for government, non-profit organizations and residents to address the mission areas of prevention, protection, mitigation, response, and recovery to lessen the effects of emergencies and disasters.

The ideal life cycle is shown below:



C. Scope

This plan identifies when and under what conditions the application, activation or revision of this plan is necessary. The plan establishes fundamental policies, strategies, and assumptions for a county program that is guided by the principles of the National Incident Management System, National Preparedness Goal, National Planning Framework and the National Preparedness System. This EOP provides the following benefits to Douglas County:

- Creating a plan which addresses all hazards, all phases of emergency management, all impacts, and extends an opportunity to partner with all stakeholders.
- The EOP establishes a Concept of Operations spanning the direction and control of an emergency from initial monitoring through post disaster response, recovery and mitigation.
- The EOP defines inter-agency and inter-government coordination mechanisms to facilitate delivery of immediate response and recovery assistance.
- The EOP assigns specific functions to appropriate County and municipal agencies and organizations as well as outlines methods to coordinate with the private sector, volunteer organizations, citizens and state and federal counterparts.
- The EOP identifies actions that County response and recovery organizations will take in coordination with municipal, state and federal counterparts as appropriate, regardless of the magnitude of the disaster.

D. Methodology

The Douglas County EOP was developed as a collaborative effort consisting of the following agencies and organizations:

Federal

Bureau of Land Management - Law Enforcement
Bureau of Land Management (BLM)
Bureau of Reclamation
Cybersecurity and Infrastructure Security Agency (CISA)
Department of Energy (DOE)

Department of Homeland Security (DHS)
Department of Justice
Federal Aviation Administration (FAA)
Federal Bureau of Investigation (FBI)
Federal Emergency Management Agency (FEMA)
National Transportation Safety Board (NTSB)
National Weather Service
Natural Resource Conservation Service
United States Geological Survey
US Army Corps of Engineers
US Department of Health and Human Services (HHS)
US Department of Transportation
US Forest Service - Law Enforcement
USDA Forest Service

State

GEMA/HS
Georgia Bureau of Investigation
Georgia Department of Administrative Services
Georgia Department of Agriculture
Georgia Department of Behavioral Health and Developmental Disabilities
Georgia Department of Community Affairs
Georgia Department of Community Health
Georgia Department of Human Services
Georgia Department of Natural Resources
Georgia Department of Public Health
Georgia Department of Public Safety
Georgia Department of Transportation
Georgia Environmental Finance Authority
Georgia Forestry Commission
Georgia Public Service Commission
Georgia Technology Authority
Georgia VOAD
Governor's Office of Consumer Affairs
Office of the Governor

County

Carroll County 911
Cobb & Douglas Public Health
Cobb County 911
Cobb County Fire and Emergency Services
Douglas County Animal Services
Douglas County BOC/County Admin/Clerk
Douglas County Communications Department - PIO
Douglas County Connect Douglas
Douglas County Coroner's Office
Douglas County Department of Transportation
Douglas County Development Services - Development Control Division

Douglas County District Attorney
Douglas County Division of Family and Children Services
Douglas County E-911
Douglas County EMA
Douglas County Facilities
Douglas County Finance
Douglas County Fire/EMS Department
Douglas County Geographic Information Services (GIS)
Douglas County Health Department
Douglas County Human Resources
Douglas County Information Services
Douglas County Libraries
Douglas County Office of Risk & Safety (ORS)
Douglas County Parks & Recreation
Douglas County Public Works
Douglas County Purchasing
Douglas County School System Police Department
Douglas County Senior Services
Douglas County Sheriff's Office
Douglas County Tax Commissioner's Office
Douglasville-Douglas County Water and Sewer Authority
Wellstar Douglas Medical Center

Municipality

Austell 911
City of Austell
City of Austell Fire and Emergency Services
City of Austell Police Department
City of Austell Public Works
City of Douglasville
City of Douglasville Police Department
City of Douglasville Public Services
City of Douglasville Sanitation and Maintenance
City of Villa Rica
City of Villa Rica Police Department
City of Villa Rica Public Works

Education

Douglas County School System
Mercer University
West Georgia Technical College

Private Sector

American Medical Response (Ambulance Service)
Atlanta Gas Light
Austell Natural Gas
Georgia Power
GreyStone Power Corporation

Kinder Morgan Pipeline
Plantation Pipe Line Company

Non-Profit

American Red Cross - Greater Atlanta Chapter
Douglas County Humane Society
Salvation Army

Other

Extension Service/UGA

Each agency was consulted to determine their particular emergency roles and responsibilities. Each agency has agreed with the responsibilities assigned to them in the Douglas County EOP. Agency concurrence signatures are maintained with the Douglas County EMA. The EOP's concepts were developed by the Douglas County EMA, in coordination with the agencies and organizations involved in emergency management activities. Each agency and organization involved is expected to have its own procedures to implement the concept of operations.

Each of the above-listed agencies will receive "Viewer Access" to the Douglas County EOP via the BOLDplanning System, DouglasPrepared.com.

In addition:

- The Douglas County EOP is adopted by governing bodies and by resolution, which serves as the promulgation letter for the EOP. A copy of the signed promulgation is found in Section I: E Acceptance, Signatures and Proof of Maintenance.
- A Record of Changes Log is used to record all published changes as those holding copies of the EOP receive them. The holder of the copy is responsible for making the appropriate changes and updating the Log.
- A master copy of the EOP, with a master Record of Changes Log, is maintained in the Douglas County EMA.

1. Planning Process

The process used by Douglas County has been designed to ensure that all stakeholders have an opportunity to participate in the development of the EOP and the EOP is based on the best information available. To this end, the planning process is based on the following planning principles:

- Planning should be community-based, representing the whole community and their needs
- Planning should include participation from all stakeholders in the community
- Planning uses a logical and analytical problem-solving process to help address the complexity and uncertainty inherent in potential hazards
- Planning considers all hazards and threats
- Planning should be flexible enough to address both traditional and catastrophic incidents
- Time, uncertainty, risk and experience influence planning

- Effective plans tell those with operational responsibilities what to do and why to do it
- Planning is fundamentally a process to manage risk
- Planning is one of the key components of the preparedness cycle of planning, organizing, training, equipping, exercising, evaluating, and taking corrective actions

2. Implementation of NIMS

The Douglas County EOP implements NIMS by:

- Using ICS and the multi-agency coordination system to manage and support all incidents
- Integrating all response agencies and entities into a single, seamless system
- Establishing a public information plan in the ESF dealing with dissemination of information.
- Identifying and characterizing resources according to established standards and types
- Requiring all personnel to be trained properly for the job they perform
- Ensuring interoperability, accessibility, and redundancy of communications

II. Situation

This section of the plan summarizes the hazards that could potentially affect Douglas County. The hazards and risk analysis addresses the major hazards to which the County is vulnerable; provides a summary of the County's vulnerable population; outlines the assumptions that were considered in the planning process; and defines disaster magnitude classifications that will trigger County response under NIMS.

A comprehensive hazard and risk assessment is contained in the Douglas County hazard mitigation plan. The plan is kept under separate cover and can be accessed by contacting Douglas County EMA.

A. Hazard Analysis

Hazard and Vulnerability Assessment Summary

Douglas County is vulnerable to a wide range of hazards that threaten its communities, businesses and the environment. To determine the hazards that pose the greatest threat, Douglas County has prepared a Threat Hazard Identification and Risk Assessment. The major findings are summarized below. The assessment was developed from historical data of events that have occurred, and specifically examines:

1. Probability (frequency) of event
2. Magnitude of event
3. Expected warning time before event
4. Expected duration of event

For emergency management planning purposes, the critical analysis that must be undertaken is an assessment of the consequences of each hazard, including potential area of impact, population exposed and impacted, duration of the hazard, and potential economic consequences. These rankings utilize the criteria laid out in the THIRA to weight them proportionally through historic data as well as future projections based on economic, demographic, the critical infrastructure information.

Three levels of risk have been identified: High, Moderate and Low.

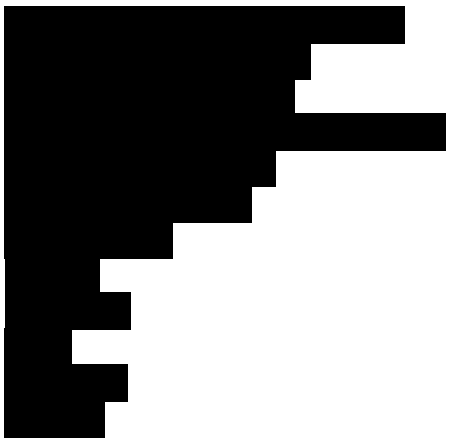
High - High probability of occurrence; at least 50 percent or more of population at risk from hazard; significant to catastrophic physical impacts to buildings and infrastructure; major loss or potential loss of functionality to all essential facilities (hospital, police, fire, EOC and shelters).

Moderate - Less than 50 percent of population at risk from hazard; moderate physical impacts to buildings and infrastructure; moderate potential for loss of functionality to essential facilities.

Low - Low probability of occurrence or low threat to population; minor physical impacts.

Hazard Profile Summary for Emergency Operations Plan						
Hazard	Probability	Magnitude Severity	Warning Time	Duration	CPRI	Planning Significance
Cyber-Security	4	3	4	4	3.7	**High**
Hazardous Materials Incident (HAZMAT)	3	3	4	4	3.25	**High**
Severe Storms and Lightning	4	2	4	1	3.1	**High**
Flood	3	3	3	3	3.	**High**
Tornado	2	4	4	1	2.8	**Moderate**
Fire	2	3	4	3	2.7	**Moderate**
Drought	3	2	1	4	2.5	**Moderate**
Extreme Weather – Winter Storm	2	2	1	3	1.95	**Low**
Dam or Levee Failure	1	2	4	1	1.75	**Low**

1. Critical Facilities

Name / Location (Physical Address)


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2. Disaster Magnitude Class

This is an all-hazards EOP and addresses minor, major and catastrophic disasters. These levels of disaster are defined as:

Catastrophic Disaster: A disaster that will require massive State and Federal assistance, including immediate military involvement. Federal assistance will involve response as well as recovery assets.

Major Disaster: A disaster that will likely exceed local capability and require a broad range of State and Federal assistance. The Federal Emergency Management Agency (FEMA) will be notified, and potential Federal assistance will be predominantly recovery oriented.

Minor Disaster: A disaster that will likely be within the response capability of local government and will result in only a minimal need for State or Federal assistance.

B. Capability Assessment

Currently capability assessments are performed by local preparedness teams in Georgia. The capability assessment is performed in coordination with Department of Homeland Security & Emergency Management with wide input accepted from key stakeholders. The results of the capability assessment guide future investments in planning, training, exercising and resources. The local capability assessment is available under separate cover and is attached to the file archive in the BOLDplanning Super System.

Capability Targets are developed in accordance with THIRA guidelines, resulting in comprehensive Capability Estimation rankings.

The structure of the THIRA process is outlined in the following chart:

C. Economic Profile

Douglas County comprises 201 square miles of land area and one square mile of water area. There are currently 104,777.21 acres within the unincorporated areas of Douglas County. The current land use by acreages shows the amount of land being used under the various land use categories in the County. Of the total acres, almost 72 % of the land within the current county limits is currently developed with residences or businesses, schools and other facilities, churches, cemeteries or parks. Of the developed acreage, the clear majority is residential, and of the residential acreage, the overwhelming majority, is single-family detached houses. The second largest land use category is undeveloped and vacant parcels at over 31%. Currently 33,417.68 acres are considered vacant within the county. This figure does not include the many large parcels that are underdeveloped and will soon change uses.

Douglas County has long had strong environmental regulations in place, such as effective flood plain restrictions, watershed protection areas and has enforced erosion control regulations for many years. The Douglasville-Douglas County Water & Sewer Authority oversees enforcing both storm water and the soil erosion and sedimentation control regulations within the county to ensure greater protection and coordination. The County's newly adopted Unified Development Code (UDC)

advances sustainable Greenfield development. The UDC provides for master planned and open space subdivision development that protects the integrity of the land and environment, while creating a quality product. All primary resources, whether in a master planned open space or conventional subdivision within the county, must be protected with a natural resource conservation easement to ensure their sustainability.

The following assumptions of land use assessments are referenced to the Douglas County Comprehensive Land Use Plan.

- There are currently 27,300 jobs in all economic sectors outside of the City of Douglasville and by the year 2030, the number of jobs could more than double to 67,500, a 148% increase
- Douglas County is still primarily a bedroom county to the Metro area. 63% of residents commuted outside the county in 2000.
- A strong and diverse economy is important to provide a stable and balanced tax base.
- Commuter patterns suggest that there are limited employment opportunities for upper management, professional and skilled employees living within the county.
- Education levels lag below surrounding counties. Continued economic growth and stability will depend on increased educational levels for all age groups and degree levels.
- Legitimate start-up businesses cannot afford even the low commercial lease rates that Douglas County has to offer. County needs to develop mechanisms for fledgling companies to effectively do business and get off the ground.
- Infrastructure and available land will play a critical role in attracting the appropriate mix of employment opportunities.
- Upwards of 600 acres of additional office and commercially zoned land is needed to accommodate future retail and service uses, both of which will be attracted to the county by its population growth and resulting increase in disposable income.

D. Spatial Profile

Douglas County, Georgia, is located along Interstate 20 in the northwestern part of the state and is part of the greater Atlanta metropolitan area. With an area of 201 square miles and bounded by the Chattahoochee River to the south, Cobb County to the east, Paulding County to the north, and Carroll County to the west, Douglas County is strategically located as the western gateway to Atlanta. Douglas County is near Atlanta's Hartsfield-Jackson International Airport.

Douglas County lies within Georgia's Piedmont physiographic region and is characterized by rolling hills, ridges, and shallow valleys. This marks the transition between the Appalachian Mountain to the north and the flatter Coastal Plain to the south. The elevation ranges from approximately 740 feet to over 1,200 feet above sea level. The terrain is moderately hilly, with steeper slopes found along stream valleys and ridges. Several creeks and rivers shape the landscape, most notably the Chattahoochee River, Dog River, Sweetwater Creek, Anneewakee Creek, and Gothard's Creek. The Dog River, located in the western portion of the County provides the County's potable water source and is managed by the Douglasville-Douglas County Water and Sewer Authority. The hilly terrain

has influenced urban development patterns, with residential areas often situated on ridges or gentle slopes. Transportation routes like I-20 tend to follow natural valleys for easier grading and construction.

1. Population Demographics

Douglas County, Georgia's estimated 2025 population was 152,574 with a growth rate of 1.2% in the past year according to the most recent United States census data. Douglas County, Georgia is the 18th largest county in Georgia, by population. Douglasville, Georgia's estimated population was 39,049 according to the same data. Douglasville, Georgia is the 26th largest city in Georgia based on official 2025 estimates from the US Census Bureau. The projected Douglas County population is expected to increase to 190,000 by 2030, making it one of the fastest growing counties in the nation, The median age of a Douglas County resident is 36.8 years old, and the median household income is expected to be $62,834 by the year 2030. The labor force of the Douglas County area as of 2025 is estimated at 72,900.

Socially Vulnerable and At-Risk Population

As a subset of the population data, Douglas County has socially vulnerable and at-risk populations, populations that may have difficulty with medical issues, poverty, extremes in age, and communications due to language barriers. Several principles may be considered when discussing potentially at-risk populations, including:

- Not all people who are considered “at risk” are at risk.
- Outward appearance does not necessarily mark a person as “at risk”.
- The hazard event will, in many cases, affect at risk populations in differing ways.

The National Response Framework defines at risk populations as "populations whose members may have additional needs before, during, and after an incident in functional areas, including but not limited to maintaining independence, communication, transportation, supervision, and medical care."

Identifying socially vulnerable populations is a cornerstone of effective emergency planning because it helps to ensure that all community members are protected. Socially vulnerable groups often face heightened challenges in preparing for, responding to, and recovering from disasters.

These may include:

- Access to a vehicle for evacuation orders
- Culturally appropriate communication strategies
- Prioritized resource distribution

2. Climate

Douglas County, Georgia carries a "BestPlaces" comfort rating of 7.6 (10=best), which means it is one of the most pleasant places across the state. May, October, and September are the most pleasant months, while January and July are the least comfortable, based on the same rating. The

county averages 53 inches of rain per year, and only 1.3 inches of snow. July is the hottest month with an average high temperature of 80.8 degrees.

3. School Districts / Higher Education

Douglas County includes many K-12 and higher education institutions. The Douglas County school system is the 17th largest school district in the State of Georgia and includes 26,000 students throughout 33 schools and two specialized high school programs. The Douglas County school system employs 3,500 people and therefore is the largest employer in the county. In addition to the public school system, Douglas County also is home to 14 private high schools that serve 1,462 students. Douglas County (Lithia Springs) is home to a regional academic center of Mercer University, which provides educational programs and extended learning opportunities for working adults. In addition, the county has a campus of West Georgia Technical College, formerly West Central Technical College (main campus in Waco, Georgia); the college provides programs for those seeking higher education in technical fields, as well as adult education and GED classes.

E. Vulnerable Needs

Douglas County recognizes considerations must be made to reasonably accommodate vulnerable populations during emergencies. Douglas County is engaged in several activities which aim to improve response plans and operations to accommodate the needs of those most vulnerable during an emergency event. Multiple ESF's within this plan outline or identify guidance to better assist supporting vulnerable needs populations. Douglas County acknowledges at times the best support for such needs is to request assistance from regional and/or state partners. Specifically, the following will be addressed in this EOP:

- Identification of vulnerable populations: Basic Plan, Vulnerable Needs Planning System, ADA Criteria in References and Authorities.
- Notification: ESF-2 Communications
- Evacuation and transportation: ESF-1 Transportation
- Sheltering: ESF-6 Mass Care, Emergency Assistance, Housing, and Human Services
- First aid and medical care: ESF-8 Public Health and Medical Services
- Temporary lodging and housing: ESF-6
- Transition back to the community: ESF-14 Cross-Sector Business and Infrastructure
- Recovery: ESF-14

1. Pets and Service Animals

This plan takes into consideration the needs of individuals with disabilities relying on service animals. The Americans with Disabilities Act (ADA) protects the rights of all individuals with disabilities and requires that State and local governments comply with Title II of the ADA in the emergency and disaster-related programs, services, and activities they provide.

The sheltering and protection of companion animals are the primary responsibility of their owners. When owners are unable to provide for the care and needs of their household pets and service animals, the local jurisdictions will aid as outlined in the Pets Evacuation and Transportation

Standards Act of 2006 (PETS) and FEMA DAP 9523.19. The Pets Evacuation and Transportation Standards Act of 2006 requires that local governments plan for sheltering and care of household pets and service animals during emergencies where shelters are established. Douglas County has included pet sheltering as part of ESF-6 Mass Care, Emergency Assistance, Housing, and Human Services. The following is specifically addressed in ESF-6:

- Pre-event planning
- Animal sheltering operations
- Animal registration and return
- Coordination with human shelters

FEMA Disaster Assistance Policy 9523.19

The Policy identifies the expenses related to state and local governments' emergency pet evacuation and sheltering activities that are eligible for reimbursement following a major disaster declaration under Category B, Emergency Protective Measures, and provisions of the Public Assistance Program. The terms household pet, domestic pet, service animal, and congregate household pet shelters are defined. The policy details eligible reimbursements related to shelter facilities, supplies and commodities, eligible labor, equipment, emergency veterinary services, transportation, shelter safety and security, cleaning, reunification, and restoration, and the removal and disposal of animal carcasses.

F. Planning Assumptions

The preparation of the EOP was guided by several assumptions that address a range of issues that potentially impact response and recovery capabilities and the concept of operations. These assumptions include:

- Incidents are best managed at the lowest possible geographic, organizational and jurisdictional level.
- A disaster may occur with little or no warning and may escalate more rapidly than the ability of local government to effectively respond.
- Achieving and maintaining effective citizen and community preparedness reduces the immediate demands on response organizations. This level of preparedness requires continued public awareness and education programs to ensure citizens will take appropriate advance actions to reduce their vulnerability, especially during the initial days (first 72 hours) after disaster impact.
- Disasters may involve multiple jurisdictions simultaneously impacting the County.
- Disasters will require significant information sharing across jurisdictions and between the public/private sector.
- Douglas County will utilize available resources fully before requesting state and/or federal assistance.
- Mutual Aid Agreements will be implemented in those instances when locally available resources are depleted or need augmentation.

- The County will coordinate all public information activities during an emergency.
- Disasters may attract a sizable influx of spontaneous volunteers and donations.
- Widespread damage to commercial telecommunications facilities may occur and the ability of governmental response and emergency response agencies to communicate may be impaired.
- Homes, public buildings and other critical facilities and equipment may be destroyed or severely damaged.
- Debris may make streets and highways impassable, seriously impeding the movement of emergency supplies and resources.
- Public utilities may be damaged and may be either fully or partially inoperable.
- Many County emergency personnel may be victims of the emergency, preventing them from performing their assigned emergency duties.
- Numerous separate hazardous conditions and other emergencies could result from the major event, further complicating the response efforts.
- People may be forced from their homes and large numbers of people may be killed or injured.
- Many victims may be in life-threatening situations requiring immediate rescue and medical care.
- There may be shortages of a wide variety of supplies necessary for emergency survival.
- Hospitals, nursing homes, pharmacies and other health/medical facilities may be severely damaged or destroyed; and the number of victims requiring medical attention may overwhelm those that do remain in operation.
- Normal food processing and distribution capabilities may be severely damaged or destroyed.
- Damage to fixed facilities that generate, produce, use, store or dispose of hazardous materials could result in the release of hazardous materials into the environment.
- Near-total disruption of energy sources and prolonged outages may occur.
- Initially, emergency response will focus on lifesaving activities. County officials will work toward restoring order and control in the disaster area.
- In major and catastrophic disasters, the Douglas County EOC will become the central control point for County response and recovery activities.
- The Douglas County EOC will be activated and staffed with agencies organized into specific ESFs. The coordinating agency for each ESF is responsible for coordinating the planning and response activities for all the agencies of the function.
- The County will coordinate with State and Federal personnel to expedite recovery.
- Damage assessments will be conducted as soon as weather or the situation permits.
- The County will work to reduce its vulnerability and risk to hazards through proactive mitigation actions and activities.
- All levels of government share the responsibility for working together in mitigating, preparing for, responding to, and recovering from disasters. The emergency plans and procedures

referred to in the Douglas County EOP have been maintained by those organizations having responsibility, are in coordination with the EOP, and are exercised on a regular basis.

- Those individuals and organizations with responsibilities identified in the EOP (or in plans that support the EOP) are sufficiently trained and prepared to perform their respective responsibilities.
- Pandemic viruses, and pandemic events, are mutually referred to as "Pandemic Influenza" in this document.

III. Roles and Responsibilities

A. Federal Government

The Federal Government is responsible for:

- Preventing terrorist attacks within the United States through the Department of Homeland Security; reducing the vulnerability of the nation to terrorism, natural disasters, and other emergencies; and minimizing the damage and assisting in the recovery from emergencies.
- Providing emergency response on federally owned or controlled property, such as military installations and federal prisons.
- Providing federal assistance as directed by the President of the United States under the coordination of the United States Department of Homeland Security, Federal Emergency Management Agency and in accordance with National Response plans.
- Identifying and coordinating provision of assistance under other federal statutory authorities.
- Aiding State and local governments for response to and recovery from a commercial radiological incident consistent with guidelines as established in the current Federal Radiological Emergency Response Plan and the National Response Plan.
- Managing and resolving all issues pertaining to the influx of undocumented migrants.
- Providing repatriation assistance to U.S. citizens (including noncombatants of the U.S. Department of Defense) evacuated from overseas areas. The U.S. Department of Health and Human Services (DHHS), in coordination with other designated federal departments and agencies, is responsible for providing such assistance.

B. State Government

As a State's Chief Executive, the Governor is responsible for the public safety and welfare of the people of Georgia. The Governor:

- Coordinates State resources to address the full spectrum of actions to prevent, prepare for, respond to, and recover from incidents in an all-hazards context to include terrorism, natural disasters, accidents, and other contingencies.
- Makes, amends, and rescinds orders and regulations under a Governor’s emergency declaration.
- Provides leadership and plays a key role in communicating to the public and in helping people, businesses, and organizations cope with the consequences of any type of declared emergency within Georgia.
- Encourages participation in mutual aid and implements authorities for the State to enter into mutual aid agreements with other States, tribes, and territories to facilitate resource-sharing.
- Is the Commander-in-Chief of State military forces (National Guard when in State Active Duty or Title 32 Status and the authorized State militias).

- Requests Federal assistance when it becomes clear that State or tribal capabilities will be insufficient or have been exceeded or exhausted.

GEMA/HS is responsible for implementing all policy decisions relating to emergency management. These decisions are then relayed to the state agencies tasked. Those emergencies relating to local matters will be coordinated with local emergency management coordinators.

C. County Government

County governments are responsible for:

- Maintaining an emergency management program at the county level involving all government, private and volunteer organizations which have responsibilities in the comprehensive emergency management system within the county.
- Coordinating the emergency management needs of all municipalities within the county and working to establish intra-county Mutual Aid Agreements to render emergency assistance.
- Implementing a broad-based public awareness, education and information program designed to reach all citizens of the county including those needing special media formats, who are non-English speaking (including persons who do not use English as their first language), and those with hearing impairment or loss.
- Coordinating mutual aid activities within Douglas County to ensure the provision of supplemental emergency aid and assistance.
- Maintaining an emergency management program that is designed to avoid, reduce and mitigate the effects of hazards through the enforcement of policies, standards and regulations.
- Maintaining cost and expenditure reports associated with disasters, including resources mobilized because of Mutual Aid Agreements.
- Coordinating public information activities during disasters.
- Developing and maintaining systems to coordinate the provision of shelters and mass care to those displaced by disasters.

Douglas County departments have specific responsibilities during disasters and/or during Douglas County activations. The everyday organizational structure of Douglas County government remains in effect during disaster situations, however, certain functions of various departments may be modified or suspended to meet the needs of the disaster situation.

D. Municipal Government

Cities are responsible for ensuring the safety and well-being of their citizens, as well as providing initial response, within city capabilities, in the case of emergency/disaster events. At a minimum, cities should establish emergency response policies and procedures for their jurisdiction. Specific responsibilities of cities include:

- Appoint and support a qualified person to serve as the City Emergency Management Liaison. This position serves as the primary emergency management point of contact

between the city and the County and actively participates in the emergency management system.

- Coordinate and integrate emergency management activities of the city with county emergency management through all phases of emergency management (mitigation, preparedness, response, and recovery).
- Provide Douglas County EMA with current copies of the city EOP (or EOGs/SOPs), emergency contact information, and lists of critical resources.
- Ensure incident management activities will be initiated and conducted using the concepts and principles identified by the National Incident Management System (NIMS).
- Ensure all responders have the appropriate level of NIMS and hazardous materials training.
- Train damage assessment teams (for cities desiring to field their own teams) and coordinate efforts with Douglasville's overall damage assessment process.
- Ensure that Douglas County EMA is kept informed of situations that require (or may potentially require) countywide coordination and/or the activation of the Douglas County EOC.
- Ensure that during a disaster, response activities (including requests for assistance and public information efforts) are coordinated with Douglas County and that situation reports, damage assessments, and requests for County, State and/or Federal assistance are channeled through Douglas County EMA/EOC.

E. Special Districts

Special districts (such as Soil and Water Conservation, Water Management, Fire and Rescue, and School) are responsible for establishing liaisons with Douglas County and its organizations to support emergency management capabilities within Georgia. Special districts that involve inter-jurisdictional authority can provide resources and services to support other functionally related systems in times of disaster.

F. Private Sector

Private Sector members are encouraged to:

- Coordinate with government agencies to ensure a broad and comprehensive coverage of assistance during emergencies.
- Provide and coordinate relief not provided by government on a complimentary and supplementary basis.
- Certain organizations are required by existing law and regulation to bear the cost of planning and response to incidents, regardless of cause.
- Develop and maintain capabilities to respond to and manage a complete spectrum of incidents and emergencies, unless the response role is inherently governmental (e.g., law enforcement, etc.)
- Develop Mutual Aid Agreements and Memorandums of Understanding for actions performed during emergencies.

G. Non-Government and Volunteer Organizations

- Coordinate with government agencies to ensure broad and comprehensive coverage of assistance and relief during emergencies.
- Provide and coordinate relief not provided by government on a complementary and supplementary basis.
- Develop Mutual Aid Agreements and Memorandums of Understanding of duties and areas of responsibilities to be performed during an emergency.

H. Hospitals, Nursing Facilities, and Assisted Living Facilities

These facilities are responsible for the safety and well-being of visitors and tenants to their facilities. They have a state mandate to maintain an emergency operations plan.

I. School Districts

School districts are responsible for the safety and well-being of students, staff and visitors to their facilities. Emergency plans should be developed considering those hazards to which schools might reasonably be exposed. The districts are encouraged to be proactive in developing and implementing these plans.

J. Legal Affairs

The Douglas County BOC/County Admin/Clerk is responsible for providing legal advice and guidance to emergency management and the Douglas County BOC/County Admin/Clerk for all emergency management issues and concerns. The staffing of this position is the responsibility of the Douglas County BOC/County Admin/Clerk. Douglas County BOC/County Admin/Clerk are responsible for supporting requests about actions that require a legal opinion regarding jurisdictional policy and authority by ordinances, statutes and under state and federal laws (e.g., evacuations, quarantines, etc.).

K. Citizen Involvement

The public is responsible for preparing for disasters just as the various levels of government do. Specifically, individual, family and/or business plans need to be developed and maintained to ensure the appropriate level of preparedness.

Strong partnerships with citizen groups and organizations provide support for incident management prevention, preparedness, response, recovery, and mitigation.

Vulnerable needs population citizens are encouraged to register their information with Douglas County EMA for disaster planning and response purposes.

IV. Method of Operations

A. General

Douglas County uses the nearest appropriate responder concept (likely to be a county, municipal, state or nationally available resource) when responding to any threat, event, or disaster. In most situations, Douglas County agencies will be the first and primary responders and will be required to exceed their abilities or deplete their resources before requesting state assistance. Under some rare circumstances, State or Federal agencies may have the primary jurisdiction for the overall response effort. However, Douglas County resources will likely provide the first response for all incidents impacting the jurisdictions.

1. Non-Disaster Daily Operations

Day-to-day operations of Douglas County, absent of a declaration of Local State of Emergency is under the authority of the local governing body.

A proactive day-to-day disaster planning process is in place using the following resources:

- Local Emergency Planning Committee (LEPC)
- The Local Emergency Planning Committee prepares regional hazardous materials emergency plans that indicate the facilities that use, produce or store hazardous substances that are present in the jurisdiction.

LEPC serves as the repository for regional reports filed under Title III of the Emergency Planning and Community Right-To-Know Act of 1986 (EPCRA). LEPC directs regional Title III implementation activities and performs associated outreach functions to increase awareness and understanding of, and compliance with the EPCRA program.

It is the responsibility of the government of Douglas County and its communities to protect life and property from the effects of hazardous events. This plan is based on the concept that emergency functions of responding agencies will generally parallel their normal, day-to-day functions. To the extent possible, the same personnel and material resources will be employed in both cases. Day-to-day functions that do not contribute directly to the emergency operation may be suspended for the duration of any emergency. Efforts that would normally be required of those functions will be re-directed to accomplish the emergency task assigned.

This plan helps with day-to-day operations by providing each agency with their responsibilities during an emergency. This allows agencies to construct programs, strategies and methods which allow day-to-day responsibilities to compliment emergency operations.

2. Emergency Operations

The Chairman of the Douglas County Board of Commissioners may declare a Local State of Emergency within Douglas County. Such declaration shall be based on the judgment that a state of local emergency is necessary to deal with a current or imminent emergency/disaster situation.

Douglas County's Emergency Manager will be responsible for preparing any disaster declarations. A declaration of a local state of emergency shall implement the response and recovery elements of this plan and any applicable emergency operations plans. Subject to the All-Hazards statutes for Georgia, the Cabinet Secretary of the Douglas County BOC/County Admin/Clerk may issue any order deemed necessary for the efficient and effective management of the event, the protection of life or property, or for the public health and welfare.

The Douglas County EOP may be activated by the following positions in order of succession:

1. A situational analysis team in Douglas County through Douglas County EMA
2. Through the designated Duty Officer/s of the GEMA/HS
3. By the Cabinet or the Deputy Cabinet Secretary of GEMA/HS

Response

The organizational structure for response to an emergency/disaster is under the leadership of Douglas County EMA who is approved by GEMA/HS. Douglas County EMA is the overall coordinating authority for the incident. The agencies, through the ESF structure, operate from the Douglas County EOC and support Douglas County EMA. The management structure designated to respond to emergency/disasters is coordinated by the staff of Douglas County EMA.

Initial and subsequent notification procedures have been provided to the 24-hour Douglas County Warning Point for initial contacts based on the type of event. Additional notifications are made as requested by the Incident Commander or Emergency Management Director.

Disaster response and recovery agencies identify resources, training needs or planning activities to Douglas County EMA. Douglas County EOC will be activated for actual or potential events that threaten Douglas County. The level of activation will be determined by Douglas County EMA and based on the most accurate data from the emergency or event.

The following are possible criteria for activation of the Douglas County EOC:

1. A threat (or potential threat) increases the risk in Douglas County
2. Coordination of response activities are needed
3. Resource coordination is needed to respond to an event
4. Conditions are uncertain or could possibly escalate
5. A County emergency/disaster declaration is made

The Douglas County EOC may be activated or deactivated by the EMA Director, or by consensus of at least three of the following individuals:

- Deputy Director, Douglas County EMA
- Fire Chief, Douglas County Fire/EMS Department
- Director, Douglas County E-911
- Sheriff, Douglas County Sheriff's Office
- Police Chief, Douglasville Police Department

The Douglas County EOC utilizes 3 levels of activation:

- **Watch: Level 3** - When conditions indicate an event / disaster is imminent. Notification will be made to those agencies that will need to act as part of their normal responsibilities. The Douglas County EOC will be staffed by emergency management personnel.
- **Partial-Activation: Level 2** - When conditions indicate an event / disaster is very imminent or has occurred. Emergency management personnel and critical ESF are represented in the Douglas County EOC.
- **Full-Scale Activation: Level 1** - Any disaster / emergency that will require large-scale mutual aid and possible State and Federal assistance in response and recovery. Emergency Management representatives and essential ESF personnel are represented in the Douglas County EOC.

The Primary Douglas County EOC is located at:

Douglas County EOC
8480 Earl D. Lee Blvd.
Douglasville, GA 30134

Alternate Facilities are located at:

Dog River Public Library
6100 Georgia Highway 5
Douglasville, GA 30135

Douglas County Public Library
6810 Selman Dr.
Douglasville, GA 30134

Lithia Springs Public Library
7100 Turner Drive
Lithia Springs, GA 30122

The facility serves as the coordination, command and control center for Douglas County, is staffed when the need arises, and serves as the 24-hour Douglas County Warning Point for initial notification and warning of emergencies and disasters.

Douglas County operates under the ESF concept. Each ESF contained in this plan identifies the coordinating, primary and support agencies required to carry out the responsibilities of the ESF. These agencies are responsible for preparing additional operating guides, checklists, staffing patterns or resource requirements needed to complete their assignments. Each agency is responsible for carrying out the tasks assigned by this EOP, with the coordinating agency having primary responsibility for coordinating that effort. A comprehensive list of ESF's and their responsibilities can be found as attachments to this plan.

During activation, the Douglas County EOC provides the core emergency function coordination, communication, resource dispatch and tracking; information collection, analysis and

dissemination; multi-agency coordination and joint information coordination. Field Operations will be managed through the Incident Command System (ICS) and are discussed below.

EOC Organizational Structure

The EOC staffing level and composition is contingent on the specific requirements of an incident. The organizational structure of the EOC is modular, extending to incorporate all elements necessary for the type, size, scope, and complexity of a given incident. While any configuration of functional units may be used in the EOC, the core organizational structure of the EOC is organized by Sections and ESF teams. The various functional elements are activated based on need. The organizational structure can be condensed, expanded, or reconfigured as needed.

While the structure is flexible, it is always organized around five core functions and one optional function:

- **EOC Management**: This component is responsible for the overall disaster policy and coordination. Specific functions include oversight of the EOC and coordinating public information with ESF-15 External Affairs. EOC Management is led by the EOC Director. This position is staffed by a designated member from Douglas County EMA.
- **Operations Section**: The purpose of this section is to support field operations and coordinate countywide response activities through the implementation of the EOC Action Plan. This section is led by the Operations Section Coordinator which is staffed by a designated responsible agency.
- **Planning Section**: The purpose of this section is to collect, evaluate, process, and disseminate information for use in the EOC. This section is led by the Planning Section Coordinator which is staffed by a designated responsible agency.
- **Logistics Section**: This section supports operational activities through the provision of supplies, equipment, facilities, personnel, mutual aid, and other support and services necessary for disaster response and recovery. This section is led by the Logistic Sections Coordinator which is staffed by a designated responsible agency.
- **Finance / Administration Section**: This section is responsible for the coordination of the financial planning, operations, and reporting services. This section is led by the Finance Section Coordinator which is staffed by Douglas County Finance.
- **Intelligence / Investigations Section**: The I/I Function within ICS provides a framework that allows for the integration of intelligence and information collection, analysis, and sharing, as well as investigations that identify the cause and origin of an incident regardless of source.

Each agency responding will report back to the Douglas County EOC through their liaison who is the Point of Contact (POC) for each respective agency or organization in either an Incident or Unified Command Structure. These reports are later synchronized, and information is provided to mutual aid partners, adjacent counties, and the GEMA/HS to provide visibility of emergency operations.

During the response phase and upon declaration of a local state of emergency, the Douglas County Commission Chairman has ultimate authority with coordination from Douglas County EMA, who

report directly to the GEMA/HS, which provide support and resources as requested through the Douglas County EOC.

All County divisions, City departments, non-governmental agencies, and other organizations fall under the direction of the coordinating agency designated in the plan. The Douglas County Emergency Manager will coordinate with State, Federal, and other outside agencies.

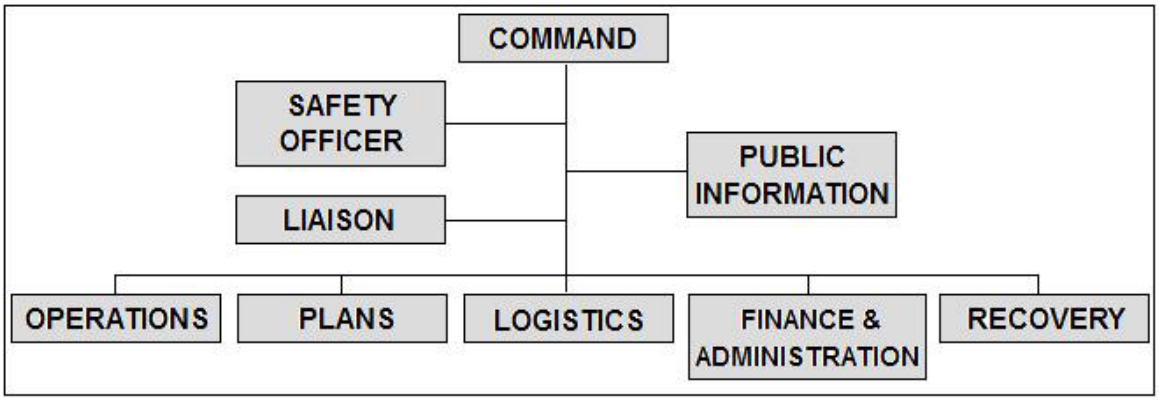
3. Field Operations

Field Operations will be managed through the Incident Command System (ICS). The system that has been implemented in Douglas County utilizes common terminology, is modular and scalable, incorporates measurable objectives, provides for a manageable span of control, and relies on the Incident Action Plan (IAP) as the principal tool for communicating and carrying out operational objectives in an incident. The incident may be controlled by local emergency responders or with other agencies through the mutual aid system. If field response resources are not sufficient to manage the situation, the Incident Commander may request, through appropriate channels, that the Douglas County EOC be activated to support the field operations.

Response to an incident by single discipline agencies (i.e., fire, law enforcement, EMS) will utilize a single Incident Commander within the ICS structure. As the incident progresses to include multiple jurisdictions and disciplines, a Unified Command will be used to the extent possible, and as deemed necessary.

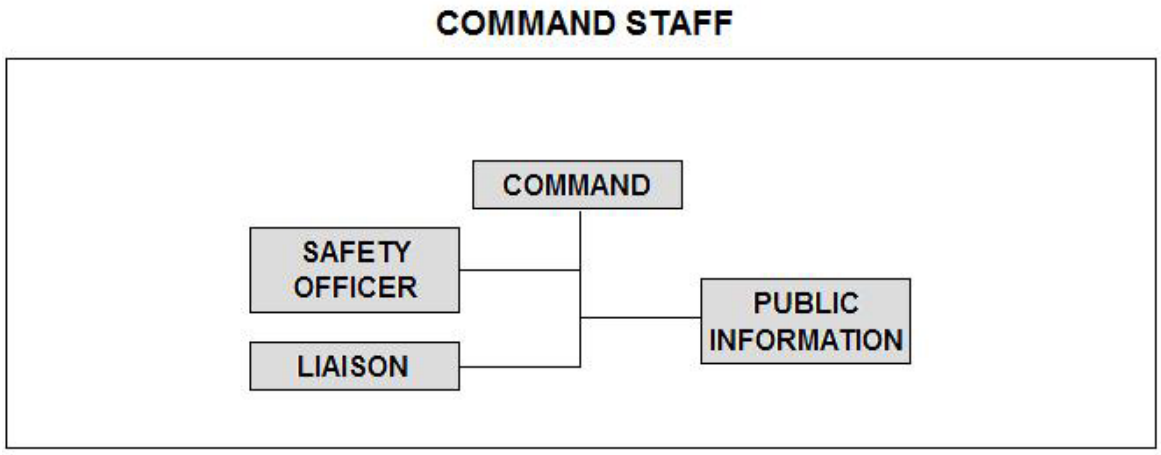
During a single discipline response to an incident, the first on-scene emergency responder with management responsibilities will take the necessary steps to establish an Incident Command Post (ICP), conduct a scene size-up, activate the appropriate ICS organizational elements required for incident management, delegate authority within the ICS organizational structure, and develop incident objectives on which subsequent incident action planning will be based.

Each agency deploying to the field will report back to the Douglas County EOC through their liaison who is the Point of Contact (POC) for each respective agency or organization in either a single or Unified Command Structure.



Command Staff

The Command Staff function will be conducted in two ways: 1) as a Single Command (used when an incident occurs within single jurisdiction, and there is no jurisdictional or agency overlap, and a single IC can be designated); or 2) Unified Command (used when there are multiple agencies and multiple jurisdictions, and a single set of objectives need to be developed to guide incident management).

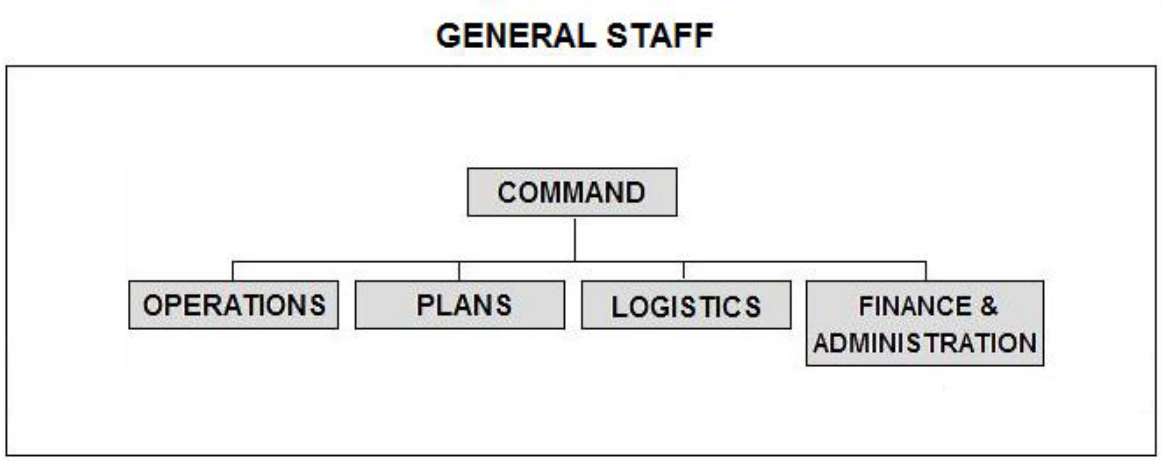


General Staff

The General Staff positions will include the following sections:

- Operations Section
- Planning Section
- Logistics Section
- Finance & Administration Section
- Intelligence and Investigations Section

The scope, direction, and control of these sections will follow established ICS procedures.



Area of Operations

An area of operations will be established by the Incident Commander. This will vary depending on the size and magnitude of the event. Once established, or changes made to an existing area of operations, it will be communicated to all responders.

Area Command

An Area Command (AC) will be activated if an incident is not site specific (i.e., pandemic outbreaks), the incident is extremely large and involves multiple ICS organizations, or there are multiple incidents that are being handled by separate ICS organizations. If the incidents are multi-jurisdictional, then a UC will be established within the AC. Therefore, the AC has the responsibility to:

- Set overall incident-related priorities
- Allocate critical resources according to priorities
- Ensure that incidents are properly managed
- Ensure that incident management objectives are met and do not conflict with each other or with agency policy
- Identify critical resource needs and report them to EOCs and/or multi-agency coordination entities
- Ensure that short-term emergency recovery is coordinated to assist in the transition to full recovery operations

Multi-Agency Coordination Center

A key component of NIMS is the development of a multi-agency coordination system that integrates the operations and functions of the Douglas County EOC and field operations, guided by the principles embedded in the Incident Command System. In most cases, emergencies are handled by local fire departments, law enforcement agencies, medical service agencies, and communication/dispatch centers, but in larger emergencies or disasters, additional coordination support is required. In these situations, entities such as city EOCs and/or the Douglas County EOC have critical roles in an emergency.

The County's incident management responsibility is directed and managed through the Douglas County EMA. As a multi-agency coordination entity, Douglas County EMA will coordinate and manage disaster operations through the Douglas County EOC to:

- Ensure that each agency involved in incident management activities provides appropriate situational awareness and resource status information to Douglas County EOC
- Establish priorities between incidents and/or Area Commands in concert with the Incident Command or Unified Command involved
- Acquire and allocate resources required by incident management personnel in coordination with the priorities established by the IC or UC
- Anticipate and identify future resource requirements
- Coordinate and resolve policy issues arising from the incident(s)

- Provide strategic coordination as required
- Coordinate briefings, message tracking, situational reports, and establish a common operating picture

Following an incident, plans, procedures, communications, staffing and other capabilities necessary for improved incident management are coordinated by Douglas County EMA. These tasks are accomplished by the Douglas County EOC by ensuring the ability to perform four core functions:

- Coordination
- Communications (that are reliable and contain built-in redundancies)
- Resource dispatch and tracking
- Information collection, analysis, and dissemination

4. Joint Information Center

The Joint Information System (JIS) provides the mechanism for integrating public information activities among Joint Information Centers (JIC), across jurisdictions, and with private-sector and non-governmental organizations.

Douglas County has implemented and institutionalized processes, procedures and plans for its JIC and can be referenced in the ESF-15 External Affairs annex.

When the Douglas County EOC is activated, the Emergency Manager of Douglas County EMA or the Public Information Officer Representative may activate the Joint Information Center (JIC). When the JIC is in operation, it serves as the central point of public information collection and dissemination. The JIC functions as part of the Command function in Douglas County EOC and will coordinate the release of non-operational information.

Depending on the incident, representatives from each jurisdiction, agency, private sector organization, and non-governmental organization involved in incident management activities will be notified and asked to have their JIC representative respond to the Douglas County EOC within a reasonable period of time. Communication will be accomplished via the Emergency Alert System, radio, television, fax, Internet, telephone or any other means available. When the JIC is activated, the Public Information Officer or his/her designee will notify media outlets that all media inquiries are to be directed to the JIC and that the JIC will be releasing media updates on a routine basis and when noteworthy events take place. Members of the media will not be allowed access to the Douglas County EOC.

More information on public awareness, education, and communication plans and protocols can be found in ESF-15.

B. Coordination, Direction, and Control

1. County Level

Information Collection and Dissemination

Initial notification of incidents at the local level are accomplished in a variety of ways including public safety radio, websites, SMS services, television, radio, satellite broadcasts, etc.

Responsibility for notification of most incidents is accomplished through Douglas County Emergency Management. Other agencies with responsibilities for notification include the National Weather Service, IPAWS, law enforcement agencies, fire or EMS services.

Douglas County Emergency Management is responsible for notifying response and Emergency management personnel when the threat of a disaster is imminent.

- **Internal**: Response agencies will be notified from the communication center as required by the nature of the disaster.
- **External**: It is the responsibility of Douglas County EMA to notify the appropriate agencies outside of the jurisdiction such as GEMA/HS, State Emergency Response Commission (SERC), or appropriate Federal Agency.

Douglas County Emergency Management provides communications essential for the county government to communicate with all government entities. The Douglas County Communications Center provides communications essential for all city government to communicate with all governmental entities. This information is then passed along to the public via siren, notification system, radio, NOAA weather radio, television, social media alerts, etc.

The media assume a vital role in dispersing information to the public. Douglas County EMA works closely with Douglas County Communication Department and with local media providers to ensure timely and accurate information is provided to the public.

Information collection needs and priorities will include:

1. Life safety
2. Incident security and stability
3. Property and environmental protection

Direction and Control

Impacted entities will coordinate the emergency response efforts within their political jurisdiction (county and municipalities).

The Incident Command System (ICS) and National Incident Management System (NIMS) will be used to coordinate emergency response and recovery operations at the disaster scene(s). The ICS/NIMS organization will always maintain communications and coordination with the Douglas County EOC as detailed by this plan.

Douglas County EMA may activate Mutual Aid Agreements with neighboring jurisdictions. They may also recommend that the Douglas County Board of County Commissioners declare a local state of

emergency and make a formal request for state assistance. The following positions are authorized to request resources by contacting GEMA/HS.

1. The Douglas County Director of Emergency Management
2. Any designated personnel authorized by the Douglas County Director of Emergency Management

To request state assistance, Douglas County must meet the following parameters:

1. Douglas County resources are or will likely become exhausted.
2. Mutual aid resources are or will likely become exhausted.
3. Contracted resources are or will likely become exhausted.
4. The requested assistance is not available at the local level.

The Policy Group of Douglas County, depending on jurisdiction and/or designee, is delegated policy-making authority and can commit resources at Douglas County EOC as well as routine management and operation of the facility. The designated EOC Director may issue mission assignments to the appropriate emergency support function to perform duties consistent with Douglas County policy. Mission assignments and mutual aid assistance are tracked at the Douglas County EOC.

Douglas County actions will occur among all affected risk and host areas and Douglas County EOC under the direction and control of the EOC Director. Areas not impacted by these events may be requested to help. Prior to an evacuation and under the direction of the EOC Director, the EOC Manager and Policy Group will coordinate on issues which may include but are not limited to, deploying and pre-deploying personnel, identifying evacuation routes, ensuring the sufficiency of fuel, addressing emergency medical issues, and initiating procedures for notifying the public.

The SAT may authorize a field operations response in or near the impacted area. Field operations will be under the direction and control of the Incident Commander and may involve the deployment and staging of personnel and resources in the impacted area.

Initial planning for recovery begins before an emergency event impacts Douglas County. While response actions necessary to protect public health and safety are implemented, the recovery section within the Douglas County EOC begins coordination and implementation of the recovery programs.

If State and Federal assistance is required by Douglas County, the State Coordinating Officer will interface directly with representatives of the federal government.

In the event a request for disaster assistance comes from the governor of another state, the Governor of the State of Georgia may order the mobilization of State and local resources under the Emergency Management Assistance Compact to be deployed to the effected state. The management and coordination of these resources will be administered through the Response and Recovery Section under the direction of the Response and Recovery Director located at GEMA/HS.

2. Coordinating Agencies

The Douglas County Emergency Manager designates the coordinating agencies for each ESF to coordinate the activities of those specific responses.

Coordinating Agency Listing for Emergency Operations Plan	
FUNCTIONAL ANNEX	COORDINATING AGENCY
ESF-1 Transportation	Douglas County Department of Transportation
ESF-2 Communications	Douglas County E-911
ESF-3 Public Works and Engineering	Douglas County Department of Transportation
ESF-4 Firefighting	Douglas County Fire/EMS Department
ESF-5 Emergency Management	Douglas County EMA
ESF-6 Mass, Care, Emergency Assistance, Housing, and Human Services	Douglas County Division of Family and Children Services
ESF-7 Logistics	Douglas County EMA
ESF-8 Public Health and Medical Services	Cobb & Douglas Public Health
ESF-9 Search & Rescue	Douglas County Sheriff's Office
ESF-10 Oil and Hazardous Materials Response	Douglas County Fire/EMS Department
ESF-11 Agriculture, Natural Resources, and Animal Services	Douglas County Animal Services
ESF-12 Energy	Austell Natural Gas Georgia Power GreyStone Power Corporation Douglas County EMA Atlanta Gas Light
ESF-13 Public Safety and Security	Douglas County Sheriff's Office City of Douglasville Police Department
ESF-14 Cross-Sector Business and Infrastructure	Douglas County EMA
ESF-15 External Affairs	Douglas Country Communications Department – PIO
ESF-16 Cyber Security	Douglas County Information Services

Upon activation of the Douglas County EOC, the primary agency for the given ESF function will send representatives to the Douglas County EOC to coordinate activities. The coordinating agency determines which primary and support agencies are required at Douglas County EOC.

The coordinating agency for the ESF is responsible for collecting all information related to the disaster and providing it to the situational analysis team in the EOC.

3. Intergovernmental Mutual Aid

Mutual Aid and MOUs

Mutual Aid Agreements and Memorandums of Understanding are essential components of emergency management planning, response, and recovery activities.

These agreements provide reciprocal emergency aid and assistance during an emergency or disaster, and they increase available resources and improve response and recovery efforts. A complete list of Mutual Aid Agreements in effect for Douglas County related to emergency management can be found in Section VIII - References and Authorities of this EOP. In addition, these agreements are available for review in their entirety at Douglas County EOC.

Emergency Management Assistance Compact (EMAC)

The request for intrastate mutual aid or intergovernmental aid across state borders is closely tied to the State of Georgia 's participation in the Emergency Management Assistance Compact (EMAC). EMAC provides for the seamless escalation of disaster response and execution of national mutual aid. Intrastate mutual aid is the mechanism by which resources of member jurisdictions will be deployed under EMAC. No separate agreement is necessary, although individual resource orders will be executed in accordance with the Georgia Emergency Operations System. For states to request resources through EMAC terms, they must have passed and enacted membership legislation. The purpose of this compact is to provide for mutual assistance between the states entering this compact in managing any emergency or disaster that is duly declared by the governor of the affected state(s), whether arising from natural disaster, technological hazard, man-made disaster, civil emergency aspects of resources shortages, community disorders, insurgency, or enemy attack. This compact shall also provide for cooperation in emergency-related exercises, testing, or other training activities using equipment and personnel simulating performance of any aspect of the giving and receiving of aid by party states or subdivisions of party states during emergencies, such actions occurring outside actual declared emergency periods. Mutual assistance in this compact may include the use of the states' National Guard forces, either in accordance with the National Guard Mutual Assistance Compact or by mutual agreement between states.

After a declared emergency, and activation of EMAC, the Requesting and Assisting State Emergency Management Agencies complete the EMAC Request for Assistance Form (REQ-A) for accepted offers of assistance. The completed REQ-A constitutes a legally binding agreement between the two states.

Reimbursement starts with Deployed Personnel and Resource Providers submitting a reimbursement package to the Assisting State. Assisting States audit reimbursement packages that are sent to Requesting States who, upon completing an audit and resolving any outstanding issues, issue payment back to the Assisting State. It should be noted that a state’s obligation to pay EMAC reimbursements is not contingent upon the receipt of federal funds.

Intrastate Mutual Aid Committee

The Committee shall consist of members appointed by the Governor, including a representative of the Department of Public Safety and a Homeland Security Advisor. The members shall represent emergency management and response disciplines, political subdivisions and, if participating, Indian nations, tribes or municipal entities. The committee shall elect from among its members a vice-presiding officer and any other officers the committee deems appropriate. The committee shall meet at least annually and may meet at the call of the presiding officer or as otherwise called by its members. The committee shall be attached to the Department of Public Safety for administrative purposes only.

Requesting Mutual Aid

All mutual aid requests should be coordinated through the Douglas County Emergency Manager or the Douglas County EOC if activated. To request mutual aid, Douglas County uses the following process:

- The Party seeking mutual aid shall make the request directly to the party providing the aid in coordination with Douglas County EMA.
- Requests may be verbal or in writing. If verbal, the request shall be confirmed in writing no later than thirty (30) calendar days following the verbal request unless otherwise stated according to policies or resolutions.
- All communication shall be conducted directly between recipient and provider in coordination with Douglas County EMA.
- The Recipient shall be responsible for keeping all parties advised of the status of mutual aid activities.

If assistance is needed to coordinate mutual aid, Douglas County can request coordination assistance from GEMA/HS.

4. Communication

ESF-2 Communications provides information and guidance concerning available communications systems and methods in Douglas County, including:

- Dissemination of emergency information to response organizations and government
- Information flow and management to and from the Douglas County EOC
- Communications interoperability among response units
- Primary and backup communications systems
- Telecommunications and information technology resources
- Emergency warning and notification

ESF-15 External Affairs provides information on and the dissemination of information to the public for the purpose of protective action guidance and ongoing emergency information. This information is focused on the minimization of confusion, misinformation, and rumors during times of an emergency/disaster.

Douglas County Warning Point

Douglas County Emergency Management serves as the Douglas County Warning Point. The Douglas County Warning Point provides Douglas County with a single point to disseminate information and warnings to government officials that a hazardous situation could threaten the general welfare, health and safety, and/or property of the population.

The Warning Point is equipped with multiple communication networks, auxiliary power, and capabilities that ensure the broadcast of pertinent information to the targeted audience in a timely manner. A list of these capabilities is provided in ESF-2 and below:

Communications		
Communication: [redacted]		
Priority: [redacted]	**Type:** [redacted]	**Quantity:** [redacted]
Description: [redacted]		
Communication: [redacted]		
Priority: [redacted]	**Type:** [redacted]	**Quantity:** [redacted]
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Communication: [redacted]		
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Communication: [redacted]		
Priority: [redacted]	**Type:** [redacted]	**Quantity:** [redacted]
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Communication: [redacted]		
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Priority: [redacted]	**Type:** [redacted]	**Quantity:** [redacted]
Description: [redacted]		
Communication: [redacted]		
Priority: [redacted]	**Type:** [redacted]	**Quantity:** [redacted]
Description: [redacted]		

Douglas County Emergency Management has Standard Operating Guides (SOG) to notify and warn officials and the public of emergency and disaster events that occur in Douglas County. In addition, these guides also identify actions to be taken based off types of incidents. Notification lists for agencies and individuals are maintained by Douglas County Emergency Management. Notification of the State Warning Point is included in these guides. The Emergency Manager or the on-call Emergency Management staff will initiate any further notification.

Developing or existing emergency conditions which should be reported to Douglas County Emergency Management include those that have or may result in multiple loss of life, environmental or property damage, or evacuation of a populated area regardless of if State or Federal resources are needed to support local emergency response efforts.

Coordinators and other Emergency Operation Center Representatives are kept informed of potential events by the Emergency Manager of Douglas County EMA by fax, email, or telephone.

Warnings are disseminated in various ways depending on the persons that need to be warned and the time available. The Emergency Manager of Douglas County EMA or the Incident Commander can initiate warnings and notification procedures. The following list identifies warning methods during an event. Any or all may be used.

- Activation of the Emergency Alert System (EAS)
- Information statements released to the local media
- SMS text services administered by Douglas County or law enforcement
- Public address systems of public safety vehicles
- Door-to-door contacts
- Alert Messaging System
- Social Media
- Outdoor warning sirens

Persons in the threatened areas with vulnerable needs may be notified by all the methods outlined above. Hotels, motels and Chambers of Commerce will assist in notification of tourists visiting the area. Most of the other warning systems previously listed would also reach some visitors to the County.

Douglas County Emergency Management is responsible for network control and conducts routine tests to ensure operational readiness.

Common Program Control Stations (CPCS) are radio stations utilized to provide the public with information about events. The following stations have been identified as CPCS locations in and around Douglas County:

5. State Level

When an emergency or disaster has occurred or is imminent, the Governor may issue an Executive Order proclaiming the existence of a State of Emergency or activate the emergency response, recovery and mitigation aspects of State, local and inter-jurisdictional disaster plans.

At the State level, the Georgia Adjutant General or designee performs policy-making authority and commitment of State resources at the GEMA/HS State Operations Center. The GEMA/HS State Operations Center Manager is responsible for the provision of State assistance, as well as routine management and operation of the GEMA/HS State Operations Center. The GEMA/HS State Operations Center Manager may issue mission assignments to the GEMA/HS State Operations Center to perform duties consistent with State policy. Mission assignments and mutual aid assistance brokered by the State are tracked in the GEMA/HS State Operations Center.

Coordination of regional and multi-regional protective actions will occur among all affected risk and host counties, other states, and the GEMA/HS State Operations Center under the direction and control of the GEMA/HS State Operations Center Manager. Counties that are not impacted by an emergency/disaster situation may be directed by the Georgia Adjutant General to activate their EOCs to provide emergency assistance.

During activation of the GEMA/HS State Operations Center, the GEMA/HS State Operations Center Team provides up-to-date information on the situation and is also equipped to provide information on various grant programs and funding sources available to affected areas in the aftermath of disaster.

The GEMA/HS Preparedness Coordinator serves as the GEMA/HS State Operations Center liaison and shares information with local command, who then shares the information as per local protocol. The GEMA/HS State Operations Center will provide incident information to State agencies, State legislative, and United States Congressional officials. This is typically accomplished via situation reports and frequent GEMA/HS State Operations Center briefings.

In the event federal assistance is required, the State Coordinating Officer will interface directly with representatives of the federal government. If the State Coordinating Officer determines that the span-of-control needs to be broadened, he may designate a Deputy State Coordinating Officer to ensure coordination between federal and State agency representatives and to anticipate any needs or conflicts in the response or recovery phases as they progress.

In the event a request for disaster assistance comes from the governor of another state, the Governor of the State of Georgia may solicit the mobilization of State resources under the Emergency Management Assistance Compact (EMAC) to be deployed to the impacted state. The management and coordination of these resources will be administered through the Operations Branch under the direction of the Section Chief located in the GEMA/HS State Operations Center. In the event the GEMA/HS State Operations Center is not activated, EMAC will be managed and coordinated will be administered by GEMA/HS's Operations Branch under the direction of the Branch Director or his/her designee.

6. Federal Level

Through the National Response Framework (NRF), the Federal government provides assistance by establishing a single, comprehensive framework for the management of domestic incidents. The NRF provides the structure and mechanisms for the coordination of federal support. Through the NRF, Federal ESF coordinators may establish a direct liaison with Georgia ESF representatives in the GEMA/HS State Operations Center.

If the disaster is major or catastrophic, the GEMA/HS will contact the Federal Emergency Management Agency, Region 4 and request a Federal Liaison and/or alert them that the Governor may submit a formal request for federal assistance.

If the President authorizes federal assistance, a Primary Federal Official (PFO) will represent the Secretary of the U.S. Department of Homeland Security and/or a Federal Coordinating Officer. The Federal Coordinating Officer is authorized to use the full authority of the Robert T. Stafford Disaster Relief and Emergency Assistance Act, as amended, to reimburse response and recovery claims against the Disaster Relief Fund. Additionally, the Stafford Act provides funding to assist communities in mitigating the impact of future events.

7. Joint Field Office

The emergency recovery process is initiated when the President of the United States issues a Major Presidential Disaster Declaration. Such a declaration makes available a series of federal disaster assistance programs to aid the State in its recovery from a disaster situation. The basis for the declaration is the determination by the President that the disaster is of such severity and magnitude that response is beyond State and local capabilities. The field recovery operation will be conducted in accordance with the most current edition of the State of Georgia Emergency Response Plan as well as other recovery plans and procedures.

Once a field office has been established in Douglas County, Douglas County EMA will provide the proper liaisons to the appropriate field office operations.

The organizational structure for recovery is under the leadership of the State Coordinating Officer. Once a federal disaster declaration has been issued, the State Coordinating Officer consults with a Federal Coordinating Officer. In addition, a Governor's Authorized Representative (GAR) is designated in the Federal Emergency Management Agency-State Agreement and is responsible for compliance with that Agreement.

During a recovery operation, the State Coordinating Officer usually appoints a Deputy State Coordinating Officer who represents him/her at the Joint Field Office. The Deputy State Coordinating Officer is responsible for the establishment and management of State operations in the Joint Field Office and coordination between State and federal programs.

C. Prevention

Douglas County's prevention goals are to avoid an incident, intervene, or stop an incident from occurring. To accomplish these goals, the following strategies will be used:

- Expanding regional Collaboration
- Implementing the National Incident Management System and National Response Framework (NRF)
- Strengthening information sharing and collaboration capabilities
- Strengthening interoperable and operable communications capabilities
- Strengthening medical surge and mass prophylaxis capabilities
- Strengthening planning and citizen preparedness capabilities
- Increasing coordination with the Georgia Information Sharing Analysis Center (GISAC)

Georgia Information Sharing Analysis Center

The ability to share intelligence information quickly and accurately among state fusion centers and emergency operation centers is crucial in preventing potential criminal and terrorist acts. The primary components of a fusion center are situational awareness and warnings that are supported by law enforcement intelligence, derived from the application of the intelligence process, where requirements for actionable information are generated and information is collected, integrated, evaluated, analyzed, and disseminated. Important intelligence that may warn of a future attack may be derived from information collected by several diverse entities.

D. Preparedness

The goal of Douglas County's preparedness operations is to help ensure a timely and effective response to, recovery from, and mitigation of the impacts and consequences associated with an emergency/disaster situation. To facility this goal, key abilities and weaknesses must be assessed. These elements will be addressed in a comprehensive manner with Planning and Mitigation officers. To address Core Capability objectives, the following activities will be prioritized:

- Administer grant programs for operational support and training activities.
- Participate in capability assessments at the regional and county level.
- Establish an inclusive planning process using the “Whole Community“ concept.

1. Resource Management and Credentialing

Resource Management

Each agency tasked within this plan is responsible for developing and maintaining applicable resource lists. These lists should follow established Douglas County protocols for maintaining resource lists. At a minimum, full resource lists (including all Douglas County resources) will be provided to Douglas County EMA and the ESF-7 Logistics coordinating agency. The following lists are created using the State of Georgia’s Comprehensive Resource Management and Credentialing System. These inventories include a point of contact, geographic location, and operation area for:

- Vehicle inventories
- Personnel
- Equipment
- Equipment operators

- Suppliers/Contractors/Vendors
- Resources in adjacent jurisdictions that could be used during a disaster, if applicable

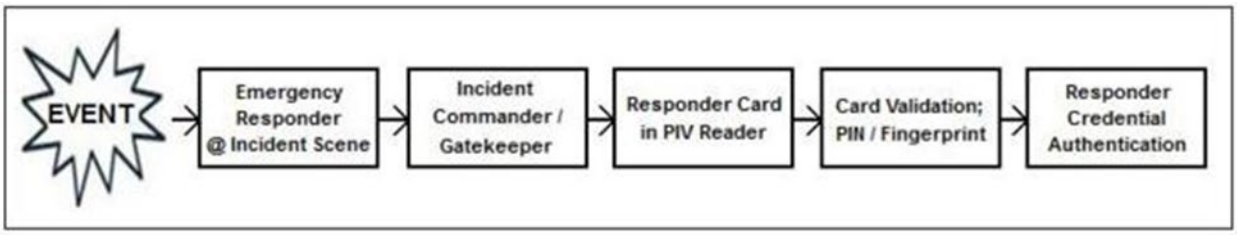
The following lists are currently created outside of Georgia's Comprehensive Resource Management and Credentialing System and should also include point of contact, geographic location, and operation area:

- Facilities
- Staging areas for internal and external response
- Services/Contracts/Mutual Aid Agreements
- List of critical facilities having priority for restoration of utilities during emergencies

Credentialing

Douglas County utilizes Georgia's Comprehensive Resource Management and Credentialing System as a credentialing system when appropriate. It is at the discretion of the Incident Commander or Douglas County EMA to identify other expedient or applicable means of credentialing staff. Douglas County follows their designated policy as a guide and policy to ensure that personnel resources requested to assist are adequately trained and skilled.

When Georgia's Comprehensive Resource Management and Credentialing System is used, it also allows Incident Commanders or Emergency Managers to verify identity and qualification to allow access to an incident site. This system can serve to prevent unauthorized (self-dispatched or unqualified personnel) access to an incident site.



2. Plan Development and Maintenance

Plan Development

The Douglas County Emergency Operations Plan is developed with assistance and input from the following groups serving in an advisory capacity.

- Douglas County Mitigation Planning Committee
- Local Emergency Planning Committee (LEPC)
- Coordinating, primary and support agencies
- Mutual aid partners and adjoining counties.

The preparation and revision of the basic plan and ESFs will be coordinated by Douglas County EMA with the assistance and involvement of all applicable entities.

This plan will be made available to all agencies tasked herein, mutual aid partners and adjoining counties for comment. It is the responsibility of ALL parties to review and submit any comments to Douglas County EMA. The process of distributing the plan will be accomplished by either 1) granting "viewer" access via the BOLDplanning Super System or 2) providing an electronic copy. Douglas County EMA will keep a hard copy on file.

The public will be provided with the opportunity to view the Basic Plan portion of this document at a place determined by Douglas County.

Plan Maintenance

Douglas County EMA will maintain the Douglas County EOP and provide an updated EOP to GEMA/HS every five years, except for ESF-10 Hazardous Materials and/or ESF-12 Energy which must be updated annually, per federal law. However, the EOP may be updated as often as needed during any year. Examination and review should be conducted annually and will reflect changes in implementing procedures, improved emergency preparation capabilities, and deficiencies identified from corrective action planning. Douglas County EMA will revise the plan by using a process best suited for the county. Whenever a change is made, the date and nature of the change will be recorded. Upon update, these changes will be incorporated into the plan and re-promulgated by the Douglas County BOC/County Admin/Clerk.

The coordinating, primary, and support agencies/organizations of each ESF will be responsible for preparing and maintaining operating procedures for all responsibilities assigned them in the EOP. These procedures will be prepared following guidance issued by local policies.

Other Plans

In addition to the Douglas County EOP, additional plans have been developed and are maintained pursuant to state and federal requirements.

3. Public Information

Before an emergency or disaster occurs, public information is critical for the public to make the necessary protective actions. The County's public information program focuses on how to better communicate emergency information to the public before, during, and after a disaster. Particular attention will be given to strategies that enhance awareness of the evacuation process, road conditions, shelter status and re-entry issues, and how to communicate information to people during evacuation.

- The EOC Director or their designee will serve as the Public Information Officer (PIO). The PIO will work closely with the Emergency Manager or NIMS Coordinator of Douglas County EMA and will be the primary resource for providing disaster-related information to the public. This includes information about all preparedness, response, recovery, and mitigation activities. Following a disaster, the public will be informed that they can contact the Douglas County EOC to receive disaster-related preparedness, response, recovery, or mitigation information.

- Pre-scripted public service announcements are maintained by Douglas County EMA.
- The PIO will be responsible for collecting information, preparing releases for the media, and responding to requests for information and interviews.
- Douglas County EMA will prepare pre-scripted news releases that can easily be edited to include disaster specific information.
- The PIO will, upon the approval of the EOC Director, send disaster updates to local media outlets, and to GEMA/HS.
- Additional information is provided in ESF-15 External Affairs and ESF-2 Communications with close coordination between affiliated agencies.

4. Training and Exercise

All training related to emergency management is coordinated and scheduled through Douglas County EMA. Douglas County EMA offers training to all inter-agencies (County, City and others) on preparedness, response, recovery, mitigation, hazardous materials, debris management, terrorism and other issues. The training offered is conducted through GEMA/HS's training section, American Red Cross, the Local Emergency Planning Committees, the Fire Department, and any other organization offering training. Douglas County EMA provides the notice of training being offered to local response agencies.

Douglas County EMA continues to implement a training and exercise program, consistent with NIMS, for incident management organizations and personnel. Elements of the program include:

- Multi-disciplinary and multi-jurisdictional interaction, including involvement with private-sector and non-governmental organizations, during realistic exercises.
- Standard courses on incident command and management, incident management structure, and operational coordination processes and systems.
- Courses focused on discipline and agency-specific subject matter expertise.

Douglas County EMA further requires courses for all incident management organizations and personnel to ensure NIMS compliance at all levels of response. The following courses are required:

- IS-100: Introduction to the Incident Command System (ICS)
- IS-200: Basic Incident Command System for Initial Response
- IS-700: National Incident Management System (NIMS), An Introduction
- IS-800: National Response Framework (NRF), An Introduction
- IS-2200: Basic Emergency Operations Center Functions

Position-specific training is encouraged to further enhance personnel capabilities.

Exercises are a key component in improving all-hazards incident management capabilities. The Douglas County EMA participates on an ongoing basis in a range of exercises, including multi-disciplinary and multi-jurisdictional exercises that are designed to improve integration and interoperability. These exercises are integrated in an annual Training and Exercise Planning Workshop (TEPW).

The Homeland Security Exercise Evaluation Program (HSEEP) will be used for developing, delivering and evaluating Department of Homeland Security/Office of Domestic Preparedness funded exercises.

After Action Reviews / Improvement Plans (AAR/IP)

After each exercise, the lead agency performing the exercise will conduct an evaluation of the effectiveness of the exercise. This information will be incorporated into future plan revisions and updates by the Douglas County EMA. This will be accomplished by writing an AAR/IP which may include, but is not limited to, identifying the following actions:

- Changes to plans/procedures
- Acquiring new or replace outdated equipment/resources
- Training/Re-Training Personnel

Following actual events, the same procedure will be used and will be led by Douglas County EMA.

E. Response

Douglas County must be prepared to respond quickly and effectively on a 24-hour basis to developing events. The primary goal of the County's response operation is to ensure a timely and effective response to the many consequences that may be generated by an emergency/disaster situation. When an event or potential event is first detected, a series of actions will take place to ensure an effective and efficient response operation.

1. Local Emergency Operations Center (EOC)

The Douglas County EOC is the facility that is used to coordinate a county response to any major emergency or disaster situation. The Douglas County EOC is located at:

8480 Earl D. Lee Blvd.
Douglasville, GA 30134

The facility serves as the coordination, command, and control center for Douglas County. The Douglas County EOC is staffed as prescribed above. Security and maintenance of the Douglas County EOC will be carried out in accordance with the provisions of the most current version of the Douglas County EOP. In the event the Douglas County EOC is threatened, an alternate EOC site may be activated. The Douglas County EOC will be activated for actual or potential events that threaten Douglas County. The level of activation will be determined by Douglas County EMA based on the emergency or disaster event.

Additional information on Douglas County EOC, communications, warning points, and field operations has been provided above.

2. Public Safety Enforcement Actions

In a large-scale incident, law enforcement resources will quickly become overwhelmed, and law enforcement officials must balance their resources and efforts between new responsibilities and everyday service demands. The ESF-13 Public Safety and Security Coordinating Agencies may

activate mutual aid requests by contacting law enforcement agencies or National Guard resources outside the affected area. Shifts will be assigned and responding law enforcement agents will report to the staging area for assignments. ESF-13 will provide security for the inner and outer sections of the established perimeter. See more information in ESF-13.

F. Recovery

In the aftermath of a disaster, County efforts turn to rebuilding the infrastructure and restoring the social and economic life of the community with the incorporation of mitigation measures as a major goal. To accomplish this goal the following strategy is provided:

- To deploy several specialized recovery teams (personnel) and facilities (centers) into a disaster area to help victims and support the Incident Commander
- To work closely with the GEMA/HS and to inform affected local governments, individuals and businesses that programs are available to assist them in recovery efforts.

1. Recovery Field Operations

In the aftermath of a disaster, with or without a Presidential Declaration, the State may deploy several specialized recovery teams (personnel) and establish centers (facilities) into a disaster area.

2. Recovery Personnel

Recovery personnel consist of the following:

- Assessment Team - Teams of qualified personnel, including building inspectors, structural engineers, and architects, who gather information by performing an assessment of all structures and property in the disaster area; and teams of administrative personnel who compile the gathered information to facilitate the application process for local, state, and federal disaster assistance programs.
- Community Relations Team - Team is deployed to disseminate information and collect data to assist disaster-affected communities and eligible individuals in receiving assistance. The primary function of this team is to identify and report on unmet human needs and to inform disaster victims of the disaster assistance programs and registration process.
- Unmet Needs Committee - A committee that helps identify unmet needs and possible assistance. Such committees are comprised of volunteer agencies, private sector representatives, and governmental agencies.
- Human Needs Assessment Team - A team that is deployed immediately after a disaster and before the establishment of a JFO Office to help counties assess and report the immediate needs of disaster victims.
- Insurance Team - A team that is deployed to assist policy owners following a disaster.

3. Damage Assessment

Damage assessments include those actions that are undertaken to determine the nature and scope of damages to structures, facilities and infrastructure for the purpose of identifying and

scaling the need for State and Federal disaster assistance in the recovery phase. Damage assessment will be closely coordinated with ESF-5 Emergency Management, which has the lead for impact assessment and incident action planning during the response phase.

Operational assessment is the immediate, informal reporting of emergency conditions to size up the damage that has occurred and to determine what personnel, equipment and facility resources the county has available for response. First indications of the scope and extent of damages will likely be provided by field personnel reporting to their dispatch centers or to the Douglas County EOC. These initial reports include hazard conditions, critical emergency needs and condition of surface routes, and are extremely important in allocating emergency responders and determining incident situation status.

The Douglas County EOC may also receive damage assessment information from additional sources: ambulance crews, utility crews, employees traveling to or from work, media sources in the field, citizens, businesses, etc. The Douglas County EOC may establish a process where the public can submit damage reports.

Douglas County EMA is the lead for the County's Damage Assessment Program. Responsibilities include:

- Recruiting and training team members
- Overall management of damage assessment priorities

The Douglas County Property Appraiser's Office will assist in providing estimates of loss and economic impact. The Chamber of Commerce and the insurance industry will provide information on losses to businesses.

The Emergency Manager will provide information to the GEMA/HS within 12-36 hours if possible.

Initial Safety and Damage Assessments

The County will conduct an initial damage assessment using resources to determine the overall extent of damages. Douglas County EMA is responsible for the direction and control of the Impact Assessment process and has pre-identified County and municipal employees who will assist with damage assessment. Also, members of the fire department have been trained and will assist with damage assessment. The goal of this assessment is to determine the magnitude and severity of damage to structures and infrastructure; and, in the event of a severe rainfall event, determine the level of flooding damage. This information will be collected by the Douglas County EMA GEMA/HS.

The impact assessment data provides a County-wide general overview of the most significantly impacted areas and therefore establishes a prioritization mechanism for damage assessment team deployment, resource allocation, and disaster assistance.

Team members will be contacted by telephone, pager, cellular phone, email or two-way radio. Douglas County EMA maintains a current contact list of Damage Assessment Team members. Information collected through the initial damage assessment will be collected by Douglas County EMA and provided GEMA/HS.

Preliminary Damage Assessment

If the situation warrants, a formal Preliminary Damage Assessment will be requested and performed by local, State, and Federal assessors. This includes assessments for both public and individual damages. Local representatives will accompany these teams during their assessments. These individuals will be familiar with damaged areas and will supply maps needed to complete the damage assessment process. GEMA/HS will then coordinate with the Federal Emergency Management Agency to determine if the County qualifies for public and/or individual assistance.

Capturing all costs associated with the emergency is essential because accurate damage assessments (Initial Damage Assessments and Preliminary Damage Assessments) document the need for state and/or federal assistance and are required to obtain a federal disaster declaration.

Habitability Assessments

Habitability assessors will determine the structural safety of residential buildings. This will be conducted through the coordinated efforts of Douglas County Development Services - Development Control Division. When practical, this assessment will be coordinated with the American Red Cross or other relief agencies.

The municipalities in Douglas County are responsible for all corresponding inspections, damage assessments, and other disaster response and recovery functions and activities for their jurisdictional area. The County would include the municipalities in its response and recovery activities due to their limited resources. The municipalities will still coordinate final reporting to Douglas County EMA, who will then provide the information to GEMA/HS.

The County is responsible for all corresponding inspections, damage assessments, and other disaster response and recovery functions and activities for their jurisdictional area. The County will coordinate final damage estimates to Douglas County EMA, who will then provide the information to GEMA/HS.

Additional damage assessment functions are maintained in the appropriate Douglas County SOPs and Annexes. This includes the identification of roles and responsibilities, training, assessment criteria, reporting formats and process for both initial and preliminary damage assessments.

Priorities of inspections include:

- Structures involved in response operations
- Critical transportation routes and infrastructure
- Essential county facilities

Cities and special districts within the County share responsibility for damage assessment and providing information regarding damages and costs within their jurisdictions and service areas to Douglas County EMA, who will then provide the information to GEMA/HS.

4. Disaster Declaration

Following a major or catastrophic disaster in which an emergency or major disaster declaration is granted by the President, Federal assistance to disaster victims becomes available under three

program areas: Individual Assistance, Public Assistance, and Hazard Mitigation. The administration of these programs is coordinated through a joint Federal/State effort in a Joint Field Office, which is usually located in the impacted area

The Joint Field Office (JFO) is the primary field location for the coordination of federal and state recovery operations. The Federal Coordinating Officer (FCO) and the State Coordinating Officer (SCO) co-locate in the JFO, as well as other Federal and State personnel. Recovery and mitigation operations, logistics, information and planning, financial management and general administration are coordinated at the JFO.

5. Public Assistance (PA) and Individual Assistance (IA) Activities

For Declared Disasters:

Public Assistance (PA)

The Public Assistance (PA) program provides program support to eligible local governmental entities following a disaster to assist in the recovery and restoration of buildings, infrastructure and the removal of debris that is on public property. The categories of Public Assistance include:

- Category A: Debris Removal
- Category B: Emergency Protective Actions
- Category C: Road Systems
- Category D: Water Control Facilities
- Category E: Buildings and Equipment
- Category F: Utilities
- Category G: Parks, Recreation, and Other

In the event of a declared disaster, Douglas County EMA will work closely with ESF-15 External Affairs to notify all eligible governments and private not-for-profit organizations of the availability of federal public assistance funds. They include all Douglas County government agencies, and those quasi-governmental organizations that perform a governmental function. Such applicants are trained in the public assistance program through the various recovery training sessions offered. Notification may occur through written correspondence and telephone contacts, notices in local newspapers, and broadcasts on local radio station. Douglas County EMA will notify local governments, non-profit agencies, and other eligible applicants of scheduled briefings and Kick-Off Meetings for the Public Assistance (PA) program and the Hazard Mitigation Grant Program (HMGP). Public Assistance applicant briefings include procedures for all aspects of financial management, personnel, and record keeping that will be required for the various Federal and State financial assistance programs. State and Federal recovery personnel must advise Douglas County EMA of these briefings so that agencies can be notified. Key components of the Public Assistance program include:

- Project Worksheets are prepared for eligible emergency costs and eligible costs for restoration of damaged facilities.

- The federal share for reimbursement under most federal declarations is 75 percent. The 25 percent nonfederal share is normally provided from a combination of State and local sources in accordance with policies established by the Executive Office of the Governor and the Georgia Legislature.
- The State serves as the Grantee and eligible applicants are Sub-grantees under the federal disaster assistance program.
- Contractual agreements with GEMA/HS are executed with applicants with all reimbursements coming through GEMA/HS.
- Documentation, record keeping, inspections, and final closeouts are overseen and approved by GEMA/HS.

Documentation is obtained by Douglas County EMA regarding damage sustained to:

- Roads
- Water control facilities
- Public building and related equipment
- Public utilities
- Facilities under construction
- Recreational and park facilities
- Educational institutions
- Certain private non-profit facilities

Individual Assistance (IA)

If Douglas County is declared for Individual Assistance, eligible residents will be able to apply for the Individual Assistance Program. In some cases, FEMA will deploy habitability inspectors to verify the damages individual applicants are claiming. They will do this independent of the State or local assessors. Douglas County will also perform inspections of damaged homes to determine safety. A zoning or civil affairs engineer will be responsible for coordinating post-disaster habitability inspections.

For Undeclared Disasters:

During the recovery stage, a disaster may not be declared at the Federal level. It then falls upon the County to use local funds, available competitive grant funds, or any supplemental funding provided by the State of Georgia to recover from the event.

Like a declared disaster, costs for response and recovery are to be monitored by all participating agencies. Each responding agency is responsible for the overall management of documentation of the costs of a non-declared disaster with reports submitted ultimately to the Douglas County BOC/County Admin/Clerk for budget and finance approval of local dollars.

6. Disaster Recovery Centers and Staging Areas

Disaster Recovery Centers are set up in a disaster area to provide information on the complete range of disaster assistance that is available. The responsibility for managing these centers is jointly shared by the State, FEMA, and the County where the center is located.

A Disaster Recovery Center (DRC) is a facility established in or near the community affected by the disaster where persons can meet face-to-face with represented Federal, State, local, and volunteer agencies to:

- Discuss their disaster-related needs
- Obtain information about disaster assistance programs
- Tele-register for assistance
- Learn about measures for rebuilding that can eliminate or reduce the risk
- Request the status of their application for Assistance to Individuals and Households

The County Emergency Manager, the State of Georgia, and potentially FEMA will assess the need to open Disaster Recovery Centers and Field Offices based upon initial damage assessment and human services needs estimates and reports. Douglas County EMA will request that GEMA/HS open a Disaster Recovery Center in Douglas County.

Once it has been determined that Disaster Recovery Centers and/or a Disaster Field Office will be opened in Douglas County, the GEMA/HS State Operations Center will take the lead and should notify the Douglas County EOC. The GEMA/HS State Operations Center will advise if there are resources the County may need to supply include staffing. The DRC will be staffed with representatives from appropriate federal, state, county, private relief organizations, and other organizations capable of providing disaster related information to individuals and businesses.

Fixed locations for Disaster Recovery Centers include:

Dog River Public Library
6100 Georgia Highway 5
Douglasville, GA 30135

Douglas County Public Library
6810 Selman Dr.
Douglasville, GA 30134

Lithia Springs Public Library
7100 Turner Drive
Lithia Springs, GA 30122

The EOC Director's designated Public Information Officer will provide local media with detailed information on the locations of recovery centers, distribution sites, and other individual assistance programs. Pamphlets will be prepared to be distributed by personnel in damaged areas so citizens will know how to apply for assistance.

7. Unmet Needs

Douglas County EMA will coordinate the unmet needs recovery function. Douglas County EMA will contact GEMA/HS to obtain assistance through multiple agencies and appoint a Coordinator who will serve as the Unmet Needs Coordinator for Douglas County following a disaster. The Coordinator will be responsible for making contacts and establishing a relationship with community service providers, local churches, community outreach programs, and volunteer organizations to be called upon in the event a disaster creates unmet needs in the community.

Once immediate life safety issues have been addressed at the end of the response phase and early in the recovery phase, the next task will be identifying any unmet needs. If the need arises for an Unmet Needs Committee, the Disaster Services Director will appoint a committee and a chairperson. The committee will be comprised of members from local religious, non-profit organizations, NGO's, Douglas County EMA, and the appropriate State and Federal agencies. The Unmet Needs Committee Chairperson will be responsible for the oversight of the committee, addressing immediate human needs (food, water, clothing, etc.), immediate housing needs, issues involving the Access and Functional Needs (AFN) population and coordination with Community Relations Teams. The unmet needs committee will be formed on an as-needed basis for a given event. The chairperson will select the appropriate individuals and organization when the committee is formed.

G. Mitigation

In the aftermath of a disaster, the County's mitigation goal is to ensure mitigation efforts are designed to ensure that residents, visitors, and businesses in Douglas County are safe and secure from future disasters. The strategies to complete this goal include:

- Complete and maintain a hazards and risk assessment
- Maintain a comprehensive list of mitigation goals, objectives, and tasks
- Planning process and organizational framework for carrying out the mitigation goals and objectives
- Implement Pre- and Post-Hazard Mitigation Actions to reduce overall risk/vulnerability
- Evaluation of existing agencies, organizations, plans, programs, and guidelines that impact mitigation.

1. Coordination of Mitigation Activities

Douglas County EMA has been delegated as the lead agency to facilitate and coordinate the activities of the Douglas County Hazard Mitigation Planning Committee and subcommittees. Douglas County's Hazard Mitigation Plan identifies the hazards to which Douglas County is vulnerable; assesses the facilities and structures that are most vulnerable to hazards; offers a prioritized list of mitigation projects to take advantage of available funding; and links mitigation projects to these sources of funding.

Douglas County's Hazard Mitigation Plan defines the mitigation goals, objectives and initiatives for Douglas County. Annual revisions to the Douglas County's Hazard Mitigation Plan are standard, although in the event of a disaster, or if needed, the plan can be updated more frequently.

2. Mitigation Programs

Pre-Disaster Activities

- ***The National Flood Insurance Program (NFIP)*** – The U.S Congress established the NFIP with the passage of the National Flood Insurance Act of 1968. The NFIP is administered by FEMA and enables property owners in participating communities to purchase insurance as protection against flood losses in exchange for state and community floodplain management regulations that reduce future flood damages.
- ***Community Rating System (CRS)*** - The CRS is a voluntary incentive program that recognizes and encourages community floodplain management practices that exceed the minimum requirements of the NFIP. In CRS communities, flood insurance premium rates are discounted to reflect the reduced flood risk resulting from the community's efforts to reduce and avoid flood damage to insurable property, strengthen and support the insurance aspects of the NFIP, and foster comprehensive floodplain management.
- ***Flood Mitigation Assistance (FMA) Program*** – This program makes federal funds available pre-disaster to fund mitigation projects in communities participating in the NFIP. These funds have a twenty-five (25) percent non-federal match requirement. The overall goal of the FMA is to fund cost effective measures that reduce or eliminate the long-term risk of flood damage to NFIP insurable structures. This is accomplished through the reduction of the number of repetitively or substantially damaged structures.
- ***Repetitive Flood Claims (RFC) Program*** - The RFC grant program makes funding available annually to states and communities to assist them in reducing flood damages to insured properties that have had one or more claims with the NFIP.
- ***Severe Repetitive Loss (SRL) Program*** - The SRL grant program provides funding to states, territories, and local and federally recognized Indian tribal governments to reduce or eliminate the long-term risk of flood damage to structures insured under the NFIP. Eligible activities under this program include acquisition and relocation of at-risk structures and the conversion of property to open space, elevation of existing structures, minor physical localized flood control projects, and dry-flood proofing for historic properties only.
- ***Building Resilient Infrastructure and Communities (BRIC)*** - BRIC supports states, local communities, tribes, and territories as they undertake hazard mitigation projects, reducing the risks they face from disasters and natural hazards. The BRIC program guiding principles are supporting communities through capability and capacity building, encouraging and enabling innovation, promoting partnerships, enabling large projects, maintaining flexibility, and providing consistency.
- ***State Hazard Mitigation Plan*** - The State Hazard Mitigation Plan is updated every five years or in the aftermath of a disaster at the direction of the State Hazard Mitigation Officer as necessary. Additionally, the mitigation staff provides technical assistance to communities

on the development, implementation, and maintenance of local mitigation plans and strategies.

Post-Disaster Activities

- ***Hazard Mitigation Grant Program (HMGP)*** - HMGP is authorized by Section 404 of the Robert T. Stafford Disaster Relief and Emergency Assistance Act, as amended (the Stafford Act), Title 42, United States Code (U.S.C.) 5170c. The key purpose of HMGP is to ensure that the opportunity to take critical mitigation measures to reduce the risk of loss of life and property from future disasters is not lost during the reconstruction process following a disaster. HMGP is available when authorized under the presidential major disaster declaration in the areas of the state requested by the governor.
- ***406 Mitigation*** - Section 406 of the Stafford Act provides for direct federal assistance for repairs and improvements to eligible damaged public facilities. Mitigation measures (improvements) must be identified in the Project Worksheets (PWs). The award of Section 406 hazard mitigation projects is at the discretion of the FEMA Regional Director.

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V. Incident Command System (ICS)

Incident management is organized into the five major National Incident Management System (NIMS) functional areas – Command, Operations, Planning, Logistics, and Finance/Administration – as needed during incident response. NIMS is a flexible framework of doctrine, concepts, principles, terminology, and organizational processes applicable to all hazards and jurisdictions. Douglas County has formally adopted NIMS and the Incident Command System (ICS) as the County's official incident management system, where ICS provides a standardized approach to incident command control and coordination that allows for a common hierarchy within which personnel from multiple organizations can effectively work. Incident management priorities center around saving lives, stabilizing the incident, and protecting property and the environment. These are accomplished through NIMS guiding principles.

- **Flexible**. NIMS provides an organizational structure that is scalable, flexible, and adaptable and can be used for ALL incidents, from planned special events to routine local incidents to incidents involving interstate mutual aid or federal assistance. Some incidents require multi-agency, multi-jurisdictional, or multi-disciplinary coordination, and the flexibility built into NIMS allows it to scale to a wide array of incidents regardless of hazard, geography, demographics, climate, cultural, and organizational authorities.
- **Standardized**. Standardization is essential to interoperability across multiple organizations in incident response. NIMS defines standard organizational structures that both improve integration and connectivity among jurisdictions and organizations. Standard practices are also established that allow incident personnel to work together effectively and foster cohesion among the different organizations involved. NIMS also specifies common terminology which enables effective communication.
- **Unity of Effort**. Through unity of effort, various organizations coordinate activities to achieve common objectives while enabling organizations with specific jurisdictional responsibilities to provide support while maintaining their own authorities.

A. Policy Group / Elected Officials

The Douglas County Policy Group consists of the Chair and Vice Chair of the Douglas County Board of Commissioners, the Douglas County Administrator, the Douglas County Attorney, and the Douglas County Clerk. Other personnel may be asked to participate in the policy group on specific matters. The Policy Group focuses on the overall strategy for the response, the overall response priorities, and priority setting.

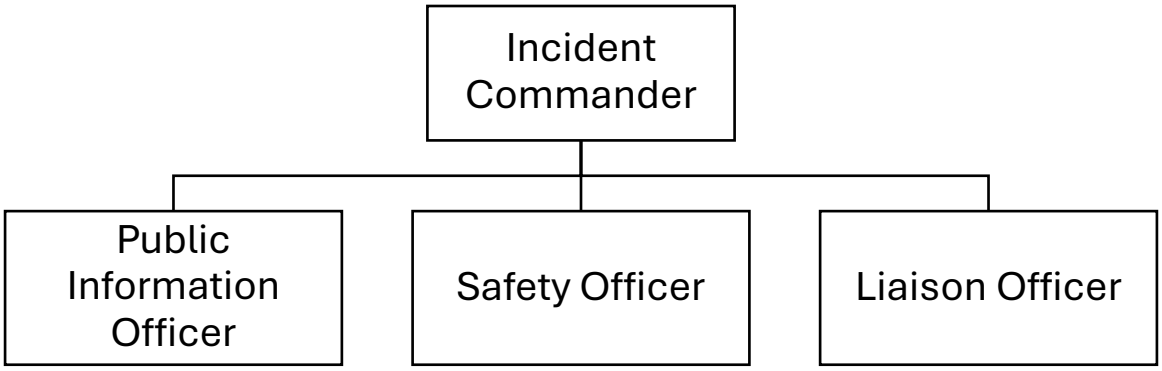
Additionally, the Policy Group is responsible for providing legal advice and guidance to emergency management for all emergency management related issues and concerns. The Policy Group is also responsible for supporting requests about actions that require a legal opinion regarding jurisdictional policy and authority by ordinances, statutes, and under State and Federal laws (e.g., evacuations, quarantines, etc.)

B. Incident Command / Unified Command

Incident command is responsible for the overall management of an incident. A single Incident Commander is designated for incidents that occur within a single jurisdiction and without jurisdictional or functional agency overlap. In some cases where incident management crosses jurisdictional and/or functional agency boundaries, the responding jurisdictions and organizations may still only designate a single Incident Commander. In multi-jurisdictional or multi-agency incidents, a Unified Command can be designated to allow each responding entity with authority or functional responsibility for the incident to jointly manage and direct incident activities through the establishment of a common set of incident objectives, strategies, and a single Incident Action Plan (IAP).

C. Command Staff

The Incident Commander (IC) or Unified Command (UC) lead the on-scene incident response. Command Staff are assigned functions which are not specifically identified in the General Staff functional e2lements but are essential to supporting the IC. These functions include inter-agency liaison, incident safety, and public information in addition to the IC or UC. The Command Staff is organized as shown below:



Public Information Officer

Accurate and timely information dissemination before, during, and after an emergency are critical for the public to take appropriate protective and reactive actions. The Public Information Officer (PIO) is therefore responsible for preparing and releasing accurate information to both the media and the public. By default, the IC/UC or designated representative serves as the PIO, but a representative from the Douglas County Communications Department will assume the role when deemed necessary.

The PIO works closely with the IC/UC to provide emergency-related information to the public. This information includes preparedness, response, recovery, and mitigation activities. All press releases and other information to be released to the public or the media must be approved by the IC/UC before issuance.

Responsibilities of the PIO include:

- Coordination with the IC/UC on review and input to media releases and public information statements.
- Coordination with the IC/UC on interviews with incident personnel.
- Maintain current information summaries and/or displays on the incident for the IC/UC and General Staff.
- Monitor media reports and broadcasts for accuracy and coordinate corrections with the IC/UC.

Liaison Officer

The Liaison officer (LO) is the point of contact for representatives of governmental agencies, jurisdictions, non-governmental organizations, and private sector organizations that are not included in incident operations. Through the LO, these representatives provide input on their agency, organizations, or jurisdiction's policies, resource availability, and other incident-related matters. Responsibilities for the LO typically include:

- Assisting in establishing and coordinating inter-agency contacts.
- Acting as a point of contact for agency representatives.
- Maintaining a list of assisting and coordinating agencies and agency representatives.
- Providing incident status information to responding and supporting agencies.
- Monitoring incident operations to identify current or potential inter-organizational issues.
- Participating in planning meetings and providing current resource status, including the limitations and capabilities of assisting agency resources.

Safety Officer

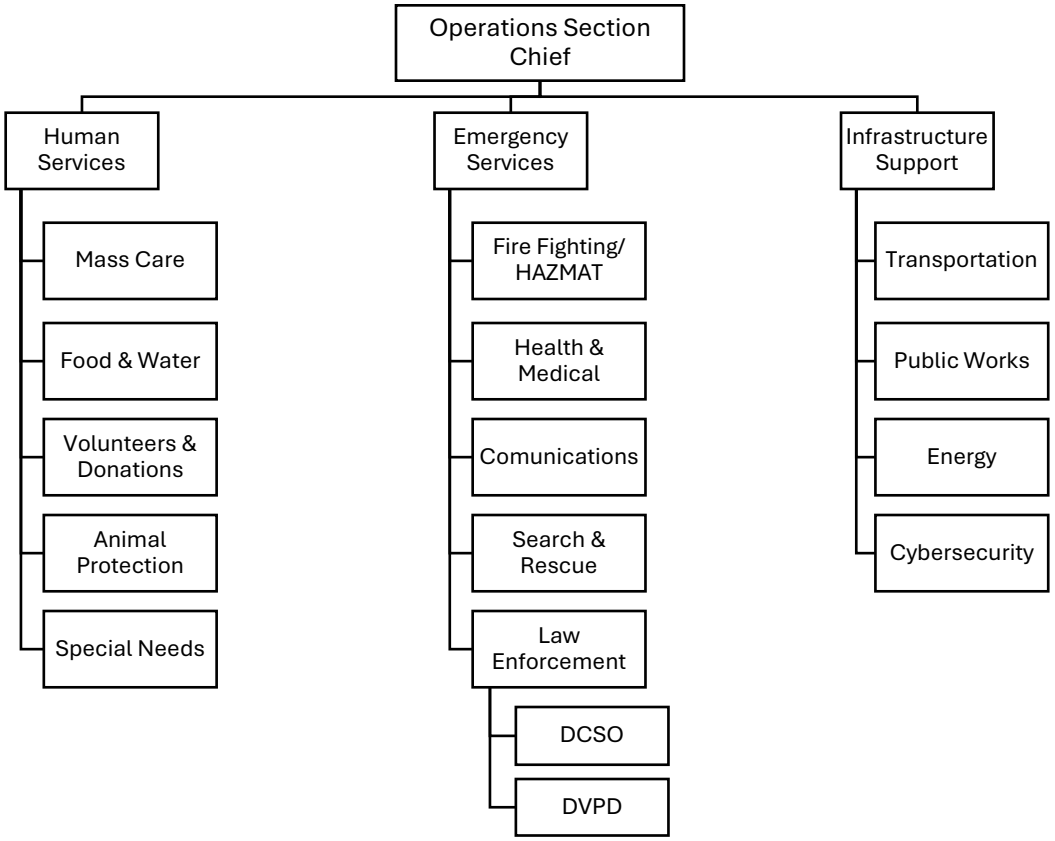
The Safety Officer (SO) is responsible for monitoring incident operations and advising on all matters related to operational safety, including the health and safety of incident personnel. The SO can modify or stop personnel's work to prevent unsafe acts. By default, the IC/UC assumes the position of SO; however, the roles can be assigned as an incident grows in complexity, type, and/or size. The SO's responsibilities typically include:

- Identifying and mitigating hazardous situations.
- Stopping and preventing unsafe acts.
- Creating and maintaining the Incident Safety Plan.
- Preparing and communicating safety messages and briefings.
- Reviewing the IAP for safety implications.
- Assigning assistants qualified to evaluate special hazards.
- Initiating preliminary investigations of accidents within the incident area.
- Reviewing and approving the Medical Plan.
- Participating in Planning Meetings to address anticipated hazards associated with future operations.

D. Operations Sections

The Operations Section is responsible for activities focusing on the response to the immediate hazard, saving lives, establishing situational control, and the restoration of normal operations. The Operations Section, as shown below, is comprised of three Branches - Human Services, Emergency Services, and Infrastructure Support. Each Unit under these Branches is ESF-based and is grouped accordingly.

The Operations Section Chief oversees the Operations Section and is responsible to the Command Staff for the direct management of all incident-related operational activities. The Operations Section Chief will establish tactical objectives for each operational period, with the other section chiefs establishing their own supporting objectives.



E. Planning Section

The Planning Section is responsible for collecting, evaluating, and disseminating incident situation information to the IC/UC and other incident personnel. The staff within this section prepare status reports, display situation information, maintain the status of assigned resources, facilitate the incident action planning process, and prepare the IAP based on input from the other sections and Command Staff and guidance from the IC/UC.

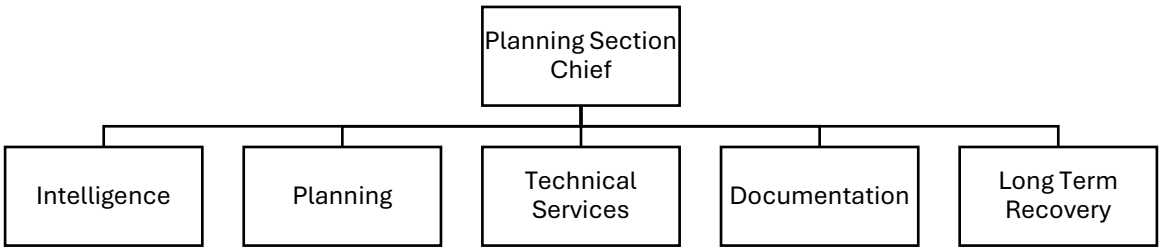
Additional key functions that the Planning Section fulfills include:

- Facilitating incident planning meetings
- Recording the status of resources and anticipated resource needs
- Collecting, organizing, displaying, and disseminating incident status information and analyzing the situation as it changes
- Collecting, recording, and safeguarding all incident documents

The Planning Section is comprised of five Branches:

1. Intelligence
2. Planning
3. Technical Services
4. Documentation
5. Long Term Recovery

The Planning Section Chief oversees all incident-related data gathering and analysis regarding incident operations and assigned resources, develops alternatives for tactical operations, conducts planning meetings, and prepares the IAP for each operational period.



F. Logistics Section

Logistics Section personnel provide services and support for effective and efficient incident management, including ordering resources. Staff in this section provide facilities, security (of the incident command facilities and personnel), transportation, supplies, equipment maintenance and fuel, food services, communications and IT support, and medical services for incident personnel. Key functions of the Logistics Section include:

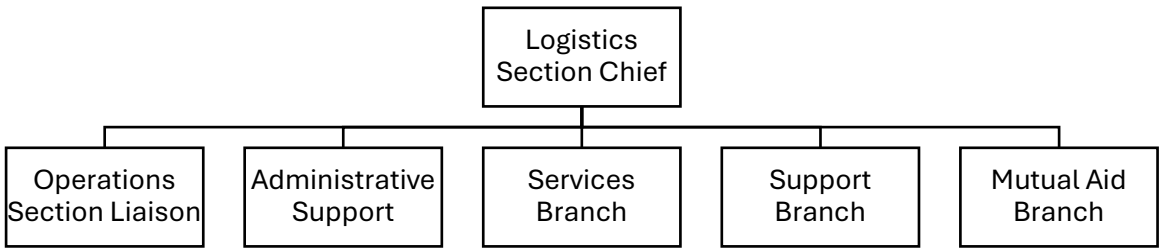
- Ordering, receiving, storing / housing, and processing incident-related resources
- Providing ground transportation during an incident, maintaining and supplying vehicles, keeping vehicle usage records, and developing incident traffic plans
- Setting up, maintaining, securing, and demobilizing incident facilities
- Determining food and water needs, including ordering food, providing cooking facilities, maintaining food service areas, and managing food security and safety (in cooperation with the SO)
- Maintaining an incident Communications Plan and acquiring, setting up, issuing, maintaining, and accounting for communications and IT equipment

- Providing medical services to incident personnel

The Logistics Section is comprised of five Branches:

1. Operations Section Liaison
2. Administrative Support
3. Services Branch
4. Support Branch
5. Mutual Aid Branch

The Logistics Section Chief is responsible for providing facilities, services, people, and material for the incident. The Logistics Section Chief participates in the IAP development process and supervises the Logistics Section's branches.



G. Finance / Administration Section

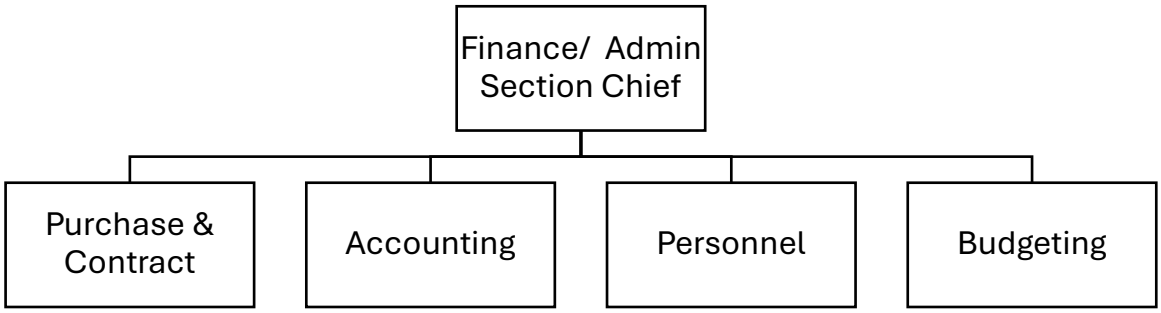
The Finance / Administration Section is established when there is a need for financial, reimbursement (individual and agency, or department), or administrative services to support incident management activities. The equipment, personnel, and financial resources of an affected jurisdiction may quickly be overtaxed in a disaster. Resource Policies, Financial Management Policies, and Procedures for Emergency Management have been established and implemented which provide statutory authorities and responsibilities for financial management related to response activities. These policies ensure that funds are provided expeditiously and that financial operations are conducted in accordance with appropriate policies, regulations, and standards.

Designated agencies have been given the primary responsibility to manage all financial matters, including those of the response, recovery, and mitigation phases of an emergency or declared disaster. These responsibilities include providing financial training to incident command staff, recovery personnel, and mitigation staff. This is based on the need to manage local, state, and federal recovery financial assets in accordance with local and state laws and includes training on proper documentation of recovery grants, funding agreements, funding sources, records maintenance, and others. Other responsibilities of the Finance / Administration Section include entering into any funding agreements between local, state, and federal governments. These agreements will cover the Public Assistance and Hazard Mitigation Grant Programs as well as any other funding agreements necessary for the receipt of state and federal funds.

The Financial / Administration Section is comprised of four Branches:

1. Purchase and Contract
2. Accounting
3. Personnel
4. Budgeting

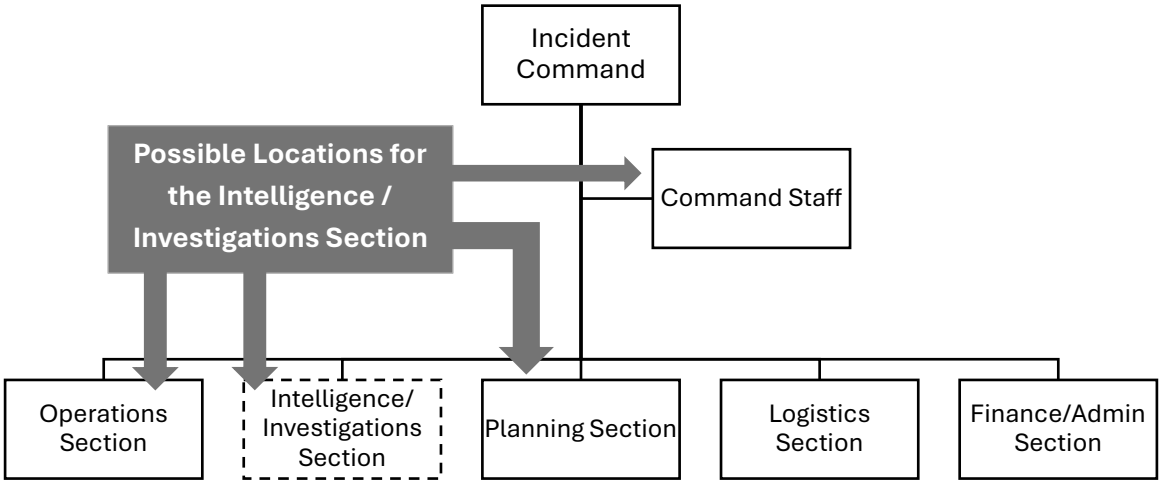
The Finance / Administration Section Chief monitors expenditures to ensure compliance with applicable laws, policies, and procedures. Close coordination with the Planning and Logistics Sections is essential so that operational records can be reconciled with financial documents. Because of the specialized nature of finance functions, the position of Finance / Admin Section Chief is filled by the Douglas County Chief Finance Officer (CFO) or the Deputy CFO.



H. Intelligence / Investigations Section

Many domestic incidents, such as natural disasters or industrial accidents, have an obvious cause and origin. However, other domestic incidents, such as large-scale fires, public health emergencies, explosions, transportation incidents (e.g., train derailments, airplane crashes, bridge collapses, etc.), active assailants, terrorist attacks, or other incidents causing mass injuries or fatalities, require an intelligence or investigations component to determine the cause and origin of the incident or support incident or disaster operations.

The Intelligence / Investigations (I/I) function is a function identified in NIMS that provides a framework that allows for the integration of intelligence and information collection, analysis, and sharing, as well as investigations that identify the cause and origin of an incident regardless of source. This function can be accomplished in the Planning Section, Operations Section, Command Staff, as a separate General Staff section, or in some combination of the above.


Incident Command
Possible Locations for the Intelligence / Investigations Section
Command Staff
Operations Section
Intelligence/ Investigations Section
Planning Section
Logistics Section
Finance/Admin Section

VI. Administration, Finance, and Logistics

A. Documentation

Responding agencies should keep documentation on the ICS Activity Log (ICS Form 214) or another suitable log. Douglas County EOC will document activities on an ICS form 214, situation reports, and/or common operating pictures. Such documentation is crucial for the following reasons:

- Documentation is the key to recovering emergency response and recovery costs. Damage assessment documentation will be critical in establishing the basis for eligibility of disaster assistance programs.
- Documentation provides a legal account of the actions which took place before, during and after an emergency.
- Documentation provides for a historical record which could be used during after action reviews to improve response operations in the future.

Following a disaster, documentation is provided to Douglas County EMA to maintain an archive for the required time period, after such time archival documents are protected at a designated location.

During the after-action review, documentation is used to identify:

- Actions taken (or not taken)
- Resources expended
- Economic and human impacts
- Lessons learned and possible improvements
- Possible mitigation measures that could be taken
- Key impacts and damages

B. Finance

<u>Funding</u>

- During local state of emergency, the monetary support for logistical and administrative support will be funded out of each agency's budget. However, agencies may request reimbursement or additional funds that may be provided through Douglas County's general funds or other legal funding mechanisms available to the local jurisdictions through the Governor's Office's Emergency Disaster Fund which is available to local jurisdictions if the incident is declared a state disaster by the Governor's Office. This will be accomplished by going through the GEMA/HS Disaster/Recover Bureau.
- In the event of a federal declaration, some expenses and/or reimbursements are available to affected agencies through Public Assistance Grants.

<u>Disaster Assistance</u>

As previously mentioned, in a federal disaster declaration the county and its eligible jurisdictions / citizens may qualify for federal assistance. Such assistance has been described above and will be

further described in ESF-14 Cross-Sector Business and Infrastructure. In the event of a federal declaration authorizing public assistance, applicant briefings will be conducted to educate responders and local officials about the cost recovery process.

Douglas County Finance will manage and oversee the financial aspects of the Public Assistance Programs. Douglas County Finance will work closely with Douglas County EMA and the Douglas County BOC/County Admin/Clerk to identify funds for the recovery effort, to include response, recovery and mitigation functions.

Tracking Local Disaster Costs

In the event of a federally declared disaster, Douglas County EMA may ask the County's Chief Financial Officer to assign a special project number to track all county-related expenses. Incorporated areas of the county may also assign special project numbers per the recommendation of Douglas County EMA.

Insurance and Cost Recovery

The Douglas County Office of Risk & Safety (ORS), in coordination with Douglas County EMA or other designee, will coordinate all insurance actions pertaining to Douglas County property. Douglas County Finance coordinates all financial activities relating to recovery operations.

Pet Sheltering Costs: Disaster Assistance Policy (DAP) 9523.19

FEMA Disaster Assistance Policy (DAP) 9523.19 details eligible reimbursements related to pet sheltering including: shelter facilities, supplies and commodities, eligible labor, equipment, emergency veterinary services, transportation, shelter safety and security, cleaning and restoration, and the removal and disposal of animal carcasses.

ESF-6 Mass Care, Emergency Assistance, Housing, and Human Services provides the concept of operations for pet sheltering and documentation of costs.

C. Logistics

Identifying Resource Gaps

Douglas County EMA, in coordination with the Local Emergency Planning Committee (LEPC), will determine the priorities for resource needs based on identified gaps.

Douglas County EMA and LEPC use input and data from the regional capability assessment (see file archive), Department of Homeland Security, local intelligence and threat assessments to provide a high-level determination of resource needs. These assessments will consider specific threats as well as potential all-hazard threats and response capability.

Resource and logistic response will be prioritized and accomplished under the direction of the EOC Director and/or their designee. Information from Field Incident Commanders and Incident Action Plan priorities will be used to prioritize multiple requests. Resource requests will be met dependent on incident type and the responding entities available or anticipated resource requirements. All

resource requests should be captured using an ICS form. Any requests requiring rental, hire or costs to fill will be passed on to the Finance group with a copy of the ICS form.

Contracting

The following locations provide a list of contractors for Douglas County:

- The CRMCS has the functionality to enter contractor support and can be retrieved during an emergency.
- Douglas County can access the state contracting website and query for available state contracts applicable to political subdivisions (i.e. counties, cities, etc.).
- County resource manual(s) with specific contracting lists.

Requesting State Assistance

Coordination of resource needs:

- When local municipal resources are committed, Douglas County EMA will coordinate assistance to satisfy resource needs.
- If the County requires additional assistance, it will call for mutual aid from adjacent counties and regional resources.
- Only the Douglas County Emergency Manager or his/her documented designee is authorized to request resource support from GEMA/HS.
- GEMA/HS will turn to FEMA for assistance in dealing with a major disaster that threatens to exceed the capabilities and resources of the state.

Each agency tasked within this plan is responsible for developing and maintaining applicable resource lists. These lists should follow established county protocols for maintaining resource lists. At a minimum, a full resource list (including all county resources) will be provided to Douglas County EMA and the ESF-7 Logistics Coordinating and Primary Agency.

Key Logistics Facilities

Potential locations for Staging Areas and Points of Distribution sites (PODS) are identified annually by Douglas County EMA. Predetermined Staging Areas and PODS include:

Douglas County Points of Distribution:

Crossroads Church
5960 Stewart Parkway
Douglasville, GA 30135

Dog River Public Library
6100 Georgia Highway 5
Douglasville, GA 30135

Douglas County Public Library
6810 Selman Dr.
Douglasville, GA 30134

First Baptist Church of Douglasville
5900 Prestley Mill Road
Douglasville, GA 30135

Lithia Springs Public Library
7100 Turner Drive
Lithia Springs, GA 30122

Douglas County Staging Area:

Douglas County Landing Zones:

Pre-Staging

Certain situations will require pre-staging assets. Identifying these resources and trigger points to utilize such resources are based on the phases indicated in the Douglas County Incident Action Plan (IAP). The IAP will be developed in preparation of or during an emergency or disaster situation.

Fuel

Fuel will be procured using local resources. Local incident command will provide the desired location of fuel purchasing if applicable for the incident. ESF-7 Logistics and ESF-12 Energy provide further detail concerning procuring fuel.

Security

Security at each staging area will be accomplished by mission assigning ESF-13 Public Safety and Security. ESF-13 provides more information.

VII. Continuity of Operations / Continuity of Government

All government agencies are encouraged to develop and implement Continuity of Operations Plans (COOP) to ensure that a viable capability exists to continue their essential functions of government services. Planning and training efforts for COOP are closely coordinated with Douglas County EMA. This serves to protect and preserve essential records/documents deemed essential for continuing government functions and conducting post-disaster operations.

Continuity of Government is also an essential function of emergency management and is vital during an emergency/disaster situation. Critical issues such as Lines of Succession, Delegations of Emergency Authority, Emergency Actions, safeguarding essential records, and protecting government resources are enumerated in the State of Georgia constitution, statutes and administrative rules.

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VIII. Reference and Authorities

The following references and authorities may be consulted for further advice and guidance. Other than those references and authorities that have the inherent force and effect of law, this EOP is not intended to incorporate them by reference.

Relationship with Other Plans

In addition to the Douglas County EOP, the following plans have been developed and are maintained pursuant to state and federal requirements. In addition, they have been incorporated in the EOP annexes:

- Hazard Mitigation Plan (HMP)
- Local Mitigation Strategy
- Access and Functional Needs (AFN)
- Continuity of Operations / Continuity of Government (COOP/COG)
- Terrorism
- Other

References:

- **Comprehensive Preparedness Guidance (CPG) 101, Developing and Maintaining Emergency Operations Plans, Version 3.0, September 2021**.
- **Comprehensive Preparedness Guidance (CPG) 201: Threat and Hazard Identification Risk Analysis (THIRA) August 2013**
- **Developing and Maintaining Emergency Operations Plans: Comprehensive Preparedness Guide (CPG) 101 - September 2021, Version 3.0**
- **Federal Bureau of Investigation's Concept of Operations for Weapons of Mass Destruction**
- **Federal Radiological Emergency Response Plan**
- **National Incident Management System (NIMS)**
- **National Incident Management System, Third Edition - October 2017**
- **National Response Framework (NRF), Fourth Edition, October 2019.**
- **National Response Framework, Fourth Edition - October 28, 2019**
- **Georgia ICS** -

  Homeland Security Presidential Directives (HSPD) 5, 8, and the National Response Plan were developed under the George W. Bush administration in large part as a result of the terrorism events that occurred on September 11 of 2001. The intent of HSPD-5 among other things was to establish a National Incident Management System (that "provides a consistent nationwide approach for Federal, State, territorial, tribal, and local governments to work effectively and efficiently together to prepare for, prevent, respond to, and recover from domestic incidents, regardless of cause, size, or complexity." (Tom Ridge, 2004)

The Georgia State Legislature addressed the issues of HSPD-5 regarding incident management in the 2004 legislative session with SB 245 which was subsequently passed by both bodies of the Legislature and signed into law by the Governor. This provision of the law tasked the Georgia Emergency Management and Homeland Security Agency (GEMA/HS) to "…establish and maintain a standardized, verifiable, performance- based unified incident command system; to provide for the implementation of such command system; to provide penalties for local agencies that do not establish such command system (O.C.G.A 38- 3.22). Furthermore O.C.G.A. 38-3-57 was added to the Code and stipulates that GEMA/HS, The Georgia Forestry Commission (GFC), and the Georgia Public Safety Training Center (GPSTC)"… shall develop or adopt a course of instruction for use in training and certifying emergency personnel in unified incident command." This section of the Code also stipulates that GEMA, in collaboration with other state agencies and other appropriate organizations, develop a standardized, verifiable, performance-based unified incident command system which is consistent with the State Emergency Operations Plan and shall be used in response to emergencies and disasters.

Authorities:

- **16 U.S.C. 3501** - Coastal Barrier Resources Act.
- **44 CFR 350** - Code of Federal Regulations.
- **44 CFR Part 10** - Environmental Considerations.
- **44 CFR Part 13** - Uniform Administrative Requirements for Grants and Cooperative Agreements.
- **44 CFR Part 14** - Audits of State and Local Governments.
- **44 CFR Part 206** - Federal Disaster Assistance for Disasters Declared after November 23, 1988.
- **44 CFR Parts 59-76** - National Flood Insurance Program and related programs.
- **50 CFR, Title 10** - Code of Federal Regulations.
- **Americans with Disabilities Act of 1990, 42 U.S.C. § 12101**
- **National Flood Insurance Act of 1968, 42 U.S.C. 4101** - As amended by the National Flood Insurance Reform Act of 1994 (Title V of Public Law 103-325).
- **Public Law 101-549** - Clean Air Act Amendments of 1990, which provide for reductions in hazardous air pollutants and risk management planning requirements.
- **Public Law 101-615** - Hazardous Materials Transportation Uniform Safety Act (HMTUSA), which provides funding to improve capability to respond to hazardous materials incidents.
- **Public Law 106-390, Disaster Mitigation Act 2000** - To amend the Robert T. Stafford Disaster Relief and Emergency Assistance Act to authorize a program for pre-disaster mitigation, to streamline the administration of disaster relief, to control the Federal costs of disaster assistance, and for other purposes.
- **Public Law 107-296, 116 Stat. 2135 (2002)** - (codified predominantly at 6 U.S.C. 101-557 and other sections of the U.S.C.), Established the Department of Homeland Security with

the mandate and legal authority to protect the American people from the continuing threat of terrorism.

- **Public Law 833-703** - amendment to the Atomic Energy Act of 1954.
- **Public Law 84-99,33 U.S.C. 701n** - Flood Emergencies, authorizing an emergency fund for flood emergency preparation, flood fighting and rescue operations, and repair and restoration of flood control works threatened or destroyed by flood.
- **Public Law 85-256, Price-Anderson Act, 42 U.S.C. 2210** - Provides for a system of compensating the public for harm caused by a nuclear accident.
- **Public Law 89-665,16 U.S.C. 470** - National Historic Preservation Act, relating to the preservation of historic resources damaged as a result of disasters.
- **Public Law 91-671, Food Stamp Act of 1964** in conjunction with Section 412 of the Stafford Act, relating to food stamp distributions after a major disaster.
- **Public Law 93-234** - Flood Disaster Protection Act of 1973, as amended by the Flood Insurance Reform Act of 1994, 42 U.S.C. 4001, et seq, provides insurance coverage for all types of buildings.
- **Public Law 93-288, as amended, 42 U.S.C. 5121** - The Robert T. Stafford Disaster Relief and Emergency Assistance Act, which provides authority for response and recovery assistance under the Federal Response Plan, which empowers the President to direct any federal agency to utilize its authorities and resources in support of State and local assistance efforts.
- **Public Law 95-510, 42 U.S.C. 9601** - The Comprehensive Environmental Response, Compensation, and Liability Act of 1980 (CERCLA), as amended, which requires facilities to notify authorities of accidental releases of hazardous materials.
- **Public Law 99-499** - Superfund Amendments and Re-authorization Act of 1986, Part III, the Emergency Planning and Community Right-to-Know Act of 1986, 42 U.S.C. 11001, et seq, which governs hazardous materials planning and community right-to-know.
- **Regal Community Development and Regulatory Improvement Act of 1994**.
- **Robert T. Stafford Disaster Relief and Emergency Assistance Act, Public Law 93-288, as amended** - https://www.fema.gov/sites/default/files/2020-03/stafford-act_2019.pdf
- **Stewart B. McKinney Homeless Assistance Act, 42 U.S.C. 11331-11352** - Federal Emergency Management Food and Shelter Program.
- **Georgia Emergency Management Act of 1981, as amended**
- **Douglas County Board of Commissioners** - Douglas County, Georgia - Code of Ordinances, Chapter 7.7 - Emergency Management
- **Code of Ordinances of the City of Douglasville, GA - Chapter 30 - Civil Emergencies**

Memorandums of Understanding and Agreements:

State

- **Statewide Mutual Aid Agreement** – Statewide Mutual Aid Agreement in File Archive

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ESF-1 Transportation

Coordinating Agency:
Douglas County Department of Transportation

Primary Agency:
Douglas County Department of Transportation

Support Agencies:
City of Douglasville
City of Douglasville Public Services
Douglas County Connect Douglas
Douglas County EMA
Douglas County Public Works
Douglas County Sheriff's Office
Georgia Department of Transportation

I. Purpose and Scope

The emergency support function of transportation involves direction and coordination, operations, and follow-through during an emergency or disaster.

A. Purpose

ESF-1 Transportation acts to meet the transportation and essential elements of information needs of operations to include ground-based, maritime, aviation, and rail-based transportation infrastructure support in emergency or disaster.

Specifically, ESF-1 provides guidance on how to:

1. Support and assist municipal, County, private sector, and voluntary organizations requiring transportation for an actual or potential disaster or emergency in Douglas County.
2. Assist city and County agencies and other ESFs with the emergency efforts to transport people. The priority for the allocation of these assets will be:
    a. Evacuating people from immediate peril.
    b. Transporting personnel for the support of emergency activities.
    c. Transporting relief personnel who are necessary for the recovery from the emergency.

B. Scope

The emergency operations necessary for the performance of this function include, but are not limited to:

1. Preparedness
    a. Maintain current inventories of local government facilities, supplies, and equipment by mode.

b. Maintain current resource directories of all commercial and industrial transportation assets, facilities, and supplies within the County. This includes maintaining points of contact, their geographic locations, territories, and operating areas.
c. Establish and maintain liaison with the state and adjacent county transportation officials.
d. Plan for supporting all types of evacuation to include highway construction and maintenance, lane reversal on evacuation routes, and state traffic management plans and operations.
e. Estimate logistical requirements (e.g., personnel, supplies and equipment, facilities, and communications) during the planning process and through exercises. Develop appropriate transportation packages to support likely scenarios.
f. Participate in exercises and training to validate this annex and supporting Standard Operating Guides.
g. Ensure that all ESF-1 personnel integrate National Incident Management System (NIMS) and Incident Command System (ICS) principles in all training, planning, and preparedness initiatives.

2. Response
    a. Identify the transportation needs required to respond to the emergency.
    b. Coordinate with Georgia Emergency Management and Homeland Security Agency (GEMA/HS) for the use of State transportation assets.
    c. Identify, obtain, prioritize, and allocate available transportation resources.
    d. Report the locations of damage to transportation infrastructure, degree of damage, and other available information to ESF-5 Emergency Management.
    e. Assist local governments in determining the most viable and available transportation networks to, from, and within the disaster area, and require the use of such networks as appropriate.
    f. Coordinate emergency information for public release through ESF-15 External Affairs.
    g. Plan for transportation support of mobilization sites, staging areas, and distribution points.
3. Recovery
    a. Continue to render transportation support when and where required for as long as emergency conditions exist.
    b. Evaluate and task the transportation support requests for the impacted areas.
    c. Anticipate, plan for, and ready the necessary notification systems to support damage assessment teams, establishment of staging areas, distribution sites, and other local, state, and federal recovery facilities in the impacted area.
    d. Ensure that ESF-1 personnel or their agencies maintain appropriate records of the costs incurred during the event.

4. Mitigation
    a. Support and plan for mitigation measures.
    b. Support requests and directives resulting from the County Board of Commissioners concerning mitigation and/or redevelopment activities.
    c. Document matters that may be needed for inclusion in briefings, situation reports, and action plans.

II. Concept of Operations

A. General

Standard Operating Guidelines (SOGs) will be developed and maintained by the Coordinating Agencies for ESF-1, in cooperation with Douglas County EMA. This function also involves the Primary and Support Agencies. Periodic training and exercises will be used to enhance capabilities and effectiveness. In an incident requiring local or State mutual aid assistance, ESF-1 works with its support agency counterparts to seek and procure, plan, coordinate, and/or direct the use of requested assets. State mutual aid assistance is available through the Statewide Mutual Aid and Assistance between Douglas County and GEMA/HS.

Throughout the response and recovery periods, ESF-1 agencies evaluate and analyze requests to move people, materials, equipment, and other resources as necessary; develop and update assessments of transportation status in the impacted area; and undertake contingency planning to meet anticipated demands and/or needs.

Traffic Management

1. *Traffic Safety*. Infrastructure emergencies can be challenging scenarios. Ensuring the safety of those along transportation routes requires cooperation between ESF-1 agencies and ESF-5. Monitoring, response, recovery clean-up, and post-incident management are all components of traffic safety.
2. *Traffic Mobility*. Notification planning, operations delegation, continuity of transit access, and traffic flow require alternative route designations and detour implementation. Protocols should be established for all major routes and should include contingencies for emergencies affecting the jurisdiction’s infrastructure such as flash flooding, fires, and high winds. A subset of planning for traffic mobility is implementing radio, television, and online communication systems alerting travelers of road closures and detours before their arrival in affected areas. It is the Georgia's and local jurisdictions' responsibility to coordinate the interests of corporate, private contractor, and subcontractor stakeholders with the public. Furthermore, planning for efficient rail and interstate highway detours that affect commercial shipping requires separate operations and coordination with stakeholders.

Evacuations

Evacuation planning is an integral part of ESF-1 operations and must adhere to the requirements established under the Americans with Disabilities Act of 1990. Evacuation routes must be

designated when creating evacuation plans, and a designated team with delegated on-site officials are needed to carry out the operation phases:

1. Agency Notification
2. Public Notification
3. Traffic Control
4. Evacuation Routes / Centers of Evacuation
5. Conclusion of Evacuation

Transportation Infrastructure

Any incident affecting the transportation infrastructure will result in ESF-1 agencies attempting to re-establish or reopen the affected infrastructure so that emergency response and short-term recovery activities may occur uninterrupted. Local mutual aid will be requested if additional resources are needed, and if restoration activities exceed the local jurisdiction's capacity, then the emergency management agency will request assistance from the Georgia for additional resources and coordination. Douglas County may also choose to activate the Intrastate Mutual Aid System to coordinate multi-agency activity and to fulfill any resource shortfalls. The State Operations Center will likely be activated for those incidents that require mutual aid.

B. Direction and Control

Douglas County Department of Transportation is the ESF-1 coordinating agency. The staff member serving as Coordinator is appointed by and located within Douglas County Department of Transportation. When support is necessary, the Coordinator coordinates all aspects of ESF-1. ESF-1 is compliant with both the National Response Framework (NRF) and NIMS, and, as such, guides the direction and control system adopted by Douglas County EMA. Douglas County EMA functions as the official disaster prevention, protection, mitigation, response, and recovery organization within Douglas County. Georgia Department of Transportation will assume jurisdiction should State assistance be necessary.

ESF-1 may operate at two levels: 1) Douglas County EOC; and/or 2) field operations.

During emergency activations, all management decisions about transportation for Douglas County are made at the Douglas County EOC by the coordinator(s). In accordance with mission assignment, each primary and/or support organization assisting in the deployment of ESF-1 will retain administrative control over its own resources and personnel but will remain under the operational control of ESF-1. Mission operational control may be delegated to the field by the Douglas County EOC.

C. Organization

1. County
    a. When Douglas County EOC activates, personnel from both primary and support agencies are integrated with Douglas County Department of Transportation staff to provide support.

b. During an emergency or disaster incident, ESF-1 falls under the purview of the Infrastructure Support Branch within the Operations Section.
c. During the response phase, Douglas County EOC evaluates and analyzes information about transportation service requests. ESF-1 also develops and updates assessments of transportation service status in the impacted area and undertakes contingency planning to meet any anticipated transportation requirements.
d. Douglas County EMA develops and maintains this Annex with in coordination with Douglas County Department of Transportation. Douglas County Department of Transportation will also develop and maintain any accompanying appendices, annexes, and standard operating guidelines that govern response actions related to emergencies. Primary and support agencies should likewise develop and maintain their own similar documents for internal use. Such documents must also be NRF, NIMS, ICS, and EOP compliant.
e. Testing of the ESF is outlined in *Annex E: Testing, Training, and Exercises / Plan Maintenance*.

2. State of Georgia
    a. When the GEMA/HS State Operations Center activates, the Georgia Department of Transportation (GDOT) is the designated lead agency for State transportation services and may provide a liaison to local emergency operations centers to facilitate any requests for transportation resource requests.

D. Alerts and Notifications

1. Douglas County Department of Transportation will notify Douglas County Emergency Management when information comes to their attention that indicates an emergency or disaster situation is developing.
2. Douglas County Emergency Management will notify the "on call" Emergency Duty Officer and/or the Coordinator(s) when Douglas County has been threatened or impacted by an emergency or disaster incident as detailed in the Douglas County Warning Point procedure.
3. ESF-1 will be activated or placed on standby upon notification by Douglas County EOC. Representatives or designees from Douglas County Department of Transportation will manage emergency activities. If additional support is necessary, the coordinating and primary agencies may jointly manage activities.
4. Once instructions are received to activate or place staff on standby, Douglas County Department of Transportation will implement procedures to notify all planning team members and, if necessary, mobilize all personnel, facilities, and physical resources likely to be needed as based on the incident circumstances.

E. Actions

Any actions carried out are grouped into the phases of emergency management: Preparedness, Response, Recovery, and Mitigation. Each phase requires specific skills and knowledge to

accomplish tasks and requires significant cooperation and collaboration between all agencies and the intended service recipients.

Overall Actions Assigned to All Members *Preparedness (Pre-Event) Actions for ESF-1 Transportation*	
1	Maintain current inventories of local government transportation facilities, supplies, and equipment by mode.
2	Maintain current resource directories of all commercial and industrial transportation assets, facilities, and supplies with the County. This includes maintaining points of contact, their geographic locations, territories, and operating areas.
3	Establish and maintain liaison with the state and adjacent county transportation officials.
4	Plan for supporting all types of evacuation(s) to include highway construction and maintenance, lane reversal on evacuation routes, and state traffic management plans and operations.
5	Estimate logistical requirements (e.g., personnel, supplies and equipment, facilities, and communications) during the planning process and through exercises. Develop appropriate transportation packages to support likely scenarios.
6	Participate in exercises and training to validate this annex and supporting SOGs.
7	Ensure that all ESF-1 Transportation personnel integrate NIMS and ICS principles in all training, planning, and preparedness initiatives.

Overall Actions Assigned to All Members *Response (During Event) Actions for ESF-1 Transportation*	
1	Identify transportation needs required to respond to the emergency.
2	Coordinate with GEMA/HS for the use of state transportation assets.
3	Identify, obtain, prioritize, and allocate available transportation resources.
4	Report the locations of damage to transportation infrastructure, the degree of damage, and other available information to ESF-5 Emergency Management.
5	Assist local governments in determining the most viable, available transportation networks to, from, and within the disaster area, and require the use of such networks as appropriate.
6	Coordinate emergency information for public release through ESF-15 Public Information and External Affairs.
7	Plan for transportation support of mobilization sites, staging areas, and distribution points.

Overall Actions Assigned to All Members *Recovery (Post Event) Actions for ESF-1 Transportation*	
1	Continue to render transportation support when and where required as long as emergency conditions exist.
2	Evaluate and task the transportation support requests for the impacted areas.
3	Anticipate, plan for, and ready the necessary notification systems to support damage assessment teams, establishment of staging areas, distribution sites, and other local, state, and federal recovery facilities in the impacted area.
4	Anticipate, plan for, and ready the necessary notification systems to support the deployment of mutual aid teams, work teams, and activities in the impacted areas.
5	Ensure the ESF-1 Transportation team members or their agencies maintain appropriate records of costs incurred during the event.
6	Clean, repair, and perform maintenance on equipment before returning to normal operations or storage.

Overall Actions Assigned to All Members *Mitigation Actions for ESF-1 Transportation*	
1	Participate in the hazard identification process and identify and correct vulnerabilities.
2	Support and plan for mitigation measures.
3	Support requests and directives resulting from the County Commission concerning mitigation and/or redevelopment activities.
4	Document matters that may be needed for inclusion in briefings, situation reports, and action plans.

F. Priorities

1. Transportation Coordinator(s) will set specific priorities in consultation with the SAT or the EOC Director in the Emergency Operations Center.
2. The overall plan priorities listed in the Base Plan still apply and take precedence for all emergency operations.
3. When allocating resources, the following priorities apply:
    a. Disaster or emergency victims.
    b. Needs of the resource management organization (e.g., securing the use of any additional facilities required).
    c. Other needs not directly related to the emergency.

G. Special Tasks

1. Hazardous Materials

a. Provide for handling and disposal of contaminated soil, water, and other items that could not be adequately decontaminated.
b. Provide for handling and disposal of contaminated clothing.
c. Refer to State Disaster Assistance Program and the Local Government Handbook located at Douglas County EMA's office and the Douglas County EOC or documents placed in the File Archive of this plan.

III. Responsibilities

A. ESF Role Aligned to Core Capabilities

The following table lists the response capability that ESF-1 most directly supports, along with the related ESF-1 actions supporting the capability.

Core Capability	ESF-1 Transportation
Critical Transportation	• Provide transportation (including infrastructure access and accessible transportation services) for response priority objectives, including the evacuation of people and animals, and the delivery of vital response personnel, equipment, and services into the affected areas. This includes, among other things: ○ Evacuation transportation assets ○ Evacuation routing ○ Re-entry coordination
Infrastructure Systems	• Stabilize critical infrastructure functions, minimize health and safety threats, and efficiently restore and revitalize systems and services to support a viable, resilient community. This includes, among other things: ○ Transportation network assessment ○ Communication of viable routes post-event

B. Responsibilities

The ESF-1 Coordinating agency is Douglas County Department of Transportation. Within the Douglas County EOC, the Douglas County Department of Transportation Primary/Alternate Emergency Coordinator will serve dual roles as the ESF-1 Coordinator and the Primary Agency Emergency Coordinator for intermodal transportation operations.

The following list identifies the responsibilities delegated to each agency/organization within ESF-1. The Coordinating and Primary Agency's responsibilities are listed first. The Supporting Agencies follow in alphabetical order.

Coordinating: Douglas County Department of Transportation	
Preparedness (Pre-Event) Actions for ESF-1 Transportation	
1	Integrate DOT mandated bridge, tunnel and roadway assessments from the HMP into the Core Capabilities section of the EOP.
2	Transportation authorities should report potential problems to the EOC Director for evaluation.
3	Identify in advance the points of contact and parties responsible for notifying staff of EOP activation.
4	Verify in advance that communications can be established and effectively function at alternative locations.
5	Identify liaisons for school districts to plan safe passage of buses and evacuation of school sites.
6	Establish law enforcement or public safety liaison for evacuation route management.
7	Obtain transportation resources to assist the evacuation of vulnerable populations (ESL, deaf, hard of hearing, visually impaired, cognitively impaired, disabled, or mobility impaired).
8	Coordinate with the private sector, municipal, state, and federal government GIS resources to maintain accurate mapping.
9	Identify alternate or backup communications systems and facilities.
10	Develop and test emergency communication procedures.
11	Provide staff and equipment to perform county warning point duties.
12	Maintain current inventories of local government transportation facilities, supplies, and equipment by mode.
13	Maintain current resource directories of all commercial and industrial transportation assets, facilities, and supplies within the County, to include maintaining points of contact, their geographic locations, territories, and operating areas.
14	Establish and maintain liaison with the state and adjacent county transportation officials.
15	Plan for supporting all types of evacuation(s) to include highway construction and maintenance, lane reversal on evacuation routes, and state traffic management plans and operations.
16	Estimate logistical requirements (e.g., personnel, supplies and equipment, facilities, and communications) during the planning process and through exercises. Develop appropriate transportation packages to support likely scenarios.
17	Participate in exercises and training to validate this annex and supporting SOPs.
18	Ensure all ESF-1 personnel integrate NIMS and ICS principles in all planning and preparedness initiatives.
19	Plan and coordinate with support agencies and organizations.
20	Maintain a current inventory of transportation resources.
21	Establish policies, procedures, plans, and programs to effectively address transportation needs.
22	Recruit, designate, and maintain a list of emergency personnel.
23	Participate in drills and exercises to evaluate transportation capabilities.
Response (During Event) Actions for ESF-1 Transportation	
1	Identify transportation needs required to respond to the emergency.
2	Coordinate with GEMA/HS for use of state transportation assets.
3	Identify, obtain, prioritize and allocate available transportation resources.

Coordinating: Douglas County Department of Transportation	
4	Report the locations of damage to transportation infrastructure, degree of damage, and other available information to ESF-5.
5	Assist local governments in determining the most viable, available transportation networks to, from, and within the disaster area, and regulate the use of such networks as appropriate.
6	Coordinate emergency information for public release through ESF-15.
7	Plan for transportation support of mobilization sites, staging areas, and distribution points.
8	Staff the EOC when notified by the EMA Director.
9	Establish and maintain a working relationship with support agencies, transportation industries, and private transportation providers.
10	Provide transportation resources, equipment, and vehicles, upon request.
11	Channel transportation information for public release through the EOC and continue providing information and support upon re-entry.
12	Maintain records of expenditures and document resources utilized during recovery.
13	Transportation authorities should report potential problems to the EOC Director for evaluation.
14	Identify liaisons for school districts to plan safe passage of buses and evacuation of school sites.
15	Establish law enforcement or public safety liaison for evacuation route management.
16	Obtain transportation resources to assist the evacuation of vulnerable populations (ESL, deaf, hard of hearing, visually impaired, cognitively impaired, disabled, or mobility impaired).
Recovery (Post Event) Actions for ESF-1 Transportation	
1	Continue to render transportation support when and where required as long as emergency conditions exist.
2	Coordinate the repair and restoration of transportation infrastructure with the assistance of ESF-3.
3	Evaluate and assign transportation support requests for impacted areas.
4	Anticipate, plan for, and ready the necessary notification systems to support damage assessment teams, establishment of staging areas, distribution sites, and other local, state, and federal recovery facilities in the impacted area.
5	Anticipate, plan for, and ready the necessary notification systems to support the deployment of mutual aid teams, and work teams and activities in the impacted area.
6	Ensure that ESF-1 team members or their agencies maintain appropriate records of costs incurred during the event.
7	Staff the EOC when notified by the EMA Director.
8	Establish and maintain a working relationship with support agencies, transportation industries, and private transportation providers.
9	Provide transportation resources, equipment, and vehicles, upon request.
10	Channel transportation information for public release through the EOC and continue providing information and support upon re-entry.
11	Maintain records of expenditures and document resources utilized during recovery.
12	Transportation authorities should report potential problems to the EOC Director for evaluation.
13	Establish law enforcement or public safety liaison for evacuation route management.

Coordinating: Douglas County Department of Transportation	
14	Coordinate with the private sector, municipal, state, and federal government GIS resources to maintain accurate mapping.
Mitigation Actions for ESF-1 Transportation	
1	Support and plan for mitigation measures.
2	Support requests and directives resulting from the County Commission concerning mitigation and/or redevelopment activities.
3	Document matters that may be needed for inclusion in briefings, situation reports and action plans.
4	Plan and coordinate with support agencies and organizations.
5	Maintain a current inventory of transportation resources.
6	Establish policies, procedures, plans, and programs to effectively address transportation needs.
7	Recruit, designate, and maintain a list of emergency personnel.
8	Participate in drills and exercises to evaluate transportation capabilities.

Primary: Douglas County Department of Transportation	
Preparedness (Pre-Event) Actions for ESF-1 Transportation	
1	Integrate DOT mandated bridge, tunnel and roadway assessments from the HMP into the Core Capabilities section of the EOP.
2	Transportation authorities should report potential problems to the EOC Director for evaluation.
3	Identify in advance the points of contact and parties responsible for notifying staff of EOP activation.
4	Verify in advance that communications can be established and effectively function at alternative locations.
5	Identify liaisons for school districts to plan safe passage of buses and evacuation of school sites.
6	Establish law enforcement or public safety liaison for evacuation route management.
7	Obtain transportation resources to assist the evacuation of vulnerable populations (ESL, deaf, hard of hearing, visually impaired, cognitively impaired, disabled, or mobility impaired).
8	Coordinate with the private sector, municipal, state, and federal government GIS resources to maintain accurate mapping.
9	Identify alternate or backup communications systems and facilities.
10	Develop and test emergency communication procedures.
11	Provide staff and equipment to perform county warning point duties.
12	Maintain current inventories of local government transportation facilities, supplies, and equipment by mode.
13	Maintain current resource directories of all commercial and industrial transportation assets, facilities, and supplies within the County, to include maintaining points of contact, their geographic locations, territories, and operating areas.
14	Establish and maintain liaison with the state and adjacent county transportation officials.
15	Plan for supporting all types of evacuation(s) to include highway construction and maintenance, lane reversal on evacuation routes, and state traffic management plans and operations.

Primary: Douglas County Department of Transportation	
16	Estimate logistical requirements (e.g., personnel, supplies and equipment, facilities, and communications) during the planning process and through exercises. Develop appropriate transportation packages to support likely scenarios.
17	Participate in exercises and training to validate this annex and supporting SOPs.
18	Ensure all ESF-1 personnel integrate NIMS and ICS principles in all planning and preparedness initiatives.
19	Plan and coordinate with support agencies and organizations.
20	Maintain a current inventory of transportation resources.
21	Establish policies, procedures, plans, and programs to effectively address transportation needs.
22	Recruit, designate, and maintain a list of emergency personnel.
23	Participate in drills and exercises to evaluate transportation capabilities.
Response (During Event) Actions for ESF-1 Transportation	
1	Identify transportation needs required to respond to the emergency.
2	Coordinate with GEMA/HS for use of state transportation assets.
3	Identify, obtain, prioritize and allocate available transportation resources.
4	Report the locations of damage to transportation infrastructure, degree of damage, and other available information to ESF-5.
5	Assist local governments in determining the most viable, available transportation networks to, from, and within the disaster area, and regulate the use of such networks as appropriate.
6	Coordinate emergency information for public release through ESF-15.
7	Plan for transportation support of mobilization sites, staging areas, and distribution points.
8	Staff the EOC when notified by the EMA Director.
9	Establish and maintain a working relationship with support agencies, transportation industries, and private transportation providers.
10	Provide transportation resources, equipment, and vehicles, upon request.
11	Channel transportation information for public release through the EOC and continue providing information and support upon re-entry.
12	Maintain records of expenditures and document resources utilized during recovery.
13	Transportation authorities should report potential problems to the EOC Director for evaluation.
14	Identify liaisons for school districts to plan safe passage of buses and evacuation of school sites.
15	Establish law enforcement or public safety liaison for evacuation route management.
16	Obtain transportation resources to assist the evacuation of vulnerable populations (ESL, deaf, hard of hearing, visually impaired, cognitively impaired, disabled, or mobility impaired).
Recovery (Post Event) Actions for ESF-1 Transportation	
1	Continue to render transportation support when and where required as long as emergency conditions exist.
2	Coordinate the repair and restoration of transportation infrastructure with the assistance of ESF-3.
3	Evaluate and assign transportation support requests for impacted areas.

Primary: Douglas County Department of Transportation	
4	Anticipate, plan for, and ready the necessary notification systems to support damage assessment teams, establishment of staging areas, distribution sites, and other local, state, and federal recovery facilities in the impacted area.
5	Anticipate, plan for, and ready the necessary notification systems to support the deployment of mutual aid teams, and work teams and activities in the impacted area.
6	Ensure that ESF-1 team members or their agencies maintain appropriate records of costs incurred during the event.
7	Staff the EOC when notified by the EMA Director.
8	Establish and maintain a working relationship with support agencies, transportation industries, and private transportation providers.
9	Provide transportation resources, equipment, and vehicles, upon request.
10	Channel transportation information for public release through the EOC and continue providing information and support upon re-entry.
11	Maintain records of expenditures and document resources utilized during recovery.
12	Transportation authorities should report potential problems to the EOC Director for evaluation.
13	Establish law enforcement or public safety liaison for evacuation route management.
14	Coordinate with the private sector, municipal, state, and federal government GIS resources to maintain accurate mapping.
Mitigation Actions for ESF-1 Transportation	
1	Support and plan for mitigation measures.
2	Support requests and directives resulting from the County Commission concerning mitigation and/or redevelopment activities.
3	Document matters that may be needed for inclusion in briefings, situation reports and action plans.
4	Plan and coordinate with support agencies and organizations.
5	Maintain a current inventory of transportation resources.
6	Establish policies, procedures, plans, and programs to effectively address transportation needs.
7	Recruit, designate, and maintain a list of emergency personnel.
8	Participate in drills and exercises to evaluate transportation capabilities.

Supporting: City of Douglasville	
Preparedness (Pre-Event) Actions for ESF-1 Transportation	
1	Determine transportation needs in the City of Douglasville.
Response (During Event) Actions for ESF-1 Transportation	
1	Assist the Douglas County Department of Transportation when possible in transportation efforts.

Supporting: Douglas County EMA	
Preparedness (Pre-Event) Actions for ESF-1 Transportation	
1	Plan and coordinate with support agencies and organizations.
2	Identify transportation needs required to respond to the emergency.
3	Assist the Douglas County Department of Transportation in determining the most viable routes to and from the disaster area.

Supporting: Douglas County Public Works	
Preparedness (Pre-Event) Actions for ESF-1 Transportation	
1	Plan and coordinate with support agencies and organizations.
Mitigation Actions for ESF-1 Transportation	
1	Plan and coordinate with support agencies and organizations.

Supporting: Georgia Department of Transportation	
Preparedness (Pre-Event) Actions for ESF-1 Transportation	
1	Regularly test public roadway information systems including electronic signs, bulletins, Short Message Service (SMS), and media channels.
2	Integrate DOT mandated bridge, tunnel and roadway assessments from the HMP into the Core Capabilities section of the EOP.
3	Coordinate with the private sector, municipal, state, and federal government GIS resources to maintain accurate mapping.
4	Develop and test emergency communication procedures.
Recovery (Post Event) Actions for ESF-1 Transportation	
1	Coordinate with the private sector, municipal, state, and federal government GIS resources to maintain accurate mapping.

City of Douglasville Police Department	
Preparedness (Pre-Event) Actions for ESF-1 Transportation	
1	Assist the Douglas County Department of Transportation in determining the most viable routes to and from the disaster area.
Response (During Event) Actions for ESF-1 Transportation	
1	Document actions taken using ICS Form 214.
2	Assist in initiating traffic management operations and control strategies.
3	Assist in establishing alternate routes of access required due to road closures.
Mitigation Actions for ESF-1 Transportation	
1	Maintain a personnel roster and resource lists to support transportation tasks.
2	Participate in HSEEP training, drills, and exercises.

IV. Financial Management

ESF-1 is responsible for coordinating with Douglas County Finance to manage expenses relevant to an incident.

During a response, each agency/department funds disaster operations from their current operating budget and are responsible for recording and tracking agency expenditures. If a Federally declared

disaster exists, each agency is responsible for seeking reimbursement in accordance with the formulas developed and maintained by the Federal Emergency Management Agency (FEMA) via the FEMA/State Agreement.

Expenditures by support agencies will be documented by those agencies and submitted directly to Douglas County Finance or a designated Finance Service Officer as soon as possible.

V. References and Authorities

References:

1. Developing and Maintaining Emergency Operations Plans: Comprehensive Preparedness Guide (CPG) 101 - September 2021, Version 3.0
2. National Incident Management System, Third Edition - October 2017
3. National Response Framework, Fourth Edition - October 28, 2019

Authorities:

1. Americans with Disabilities Act of 1990, 42 U.S.C. § 12101
2. Robert T. Stafford Disaster Relief and Emergency Assistance Act, Public Law 93-288, as amended - https://www.fema.gov/sites/default/files/2020-03/stafford-act_2019.pdf
3. Georgia Emergency Management Act of 1981, as amended
4. Douglas County Board of Commissioners - Douglas County, Georgia - Code of Ordinances, Chapter 7.7 - Emergency Management
5. Code of Ordinances of the City of Douglasville, GA - Chapter 30 - Civil Emergencies

A Presidentially declared disaster is generally required for Federal agencies to become involved in disaster response and assistance. The Governor must declare a state of emergency and request a Presidential Disaster Declaration under the Robert T. Stafford Disaster Relief and Emergency Assistance Act, as amended, through the regional FEMA office. This request is evaluated and then forwarded to the national office and then on to the President's desk for approval. A more complete description can be found within the Department of Homeland Security's National Response Framework, Fourth Edition.

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ESF-2 Communications

Coordinating Agency:
Douglas County E-911

Primary Agency:
Douglas County E-911

Support Agencies:
Douglas County EMA
Douglas County Information Services
Douglas County Sheriff's Office

I. Purpose and Scope

Emergency Support Function (ESF) 2 Communications supports the restoration of the communications infrastructure, facilitates the recovery of systems and applications, and coordinates communications support to response efforts during incidents requiring a coordinated response.

A. Purpose

1. This ESF has been established to assure the provision of communications support to municipal, county, and private sector response efforts during a disaster or emergency.
    a. ESF-2 Communications will establish and maintain communications between and among the key facilities that are integral to efficient disaster operations.
    b. ESF-2 will ensure that the Emergency Communications Center is prepared to respond to emergencies, recover from, and mitigate against their impacts.
    c. ESF-2 will ensure that the Emergency Communications Center is prepared to provide the mission essential communications services required during normal operations.

Mission: Centralize and coordinate response activities and resources to best protect residents and property of the jurisdiction, so that emergency field forces can concentrate on essential, on-scene activities.

B. Scope

Communications includes information transfer and involves the technology associated with the representation, transfer, interpretation, and processing of data among persons, places, and machines. It includes the transmission, emission, or reception of signs, signals, writing, images, and sounds or intelligence of any nature by wire, radio, optical, or other electromagnetic systems.

ESF-2 coordinates actions to provide temporary communications to support incident management and facilitates the restoration of the communications infrastructure. Specifically, it addresses the following:

1. Communications interoperability among field response units.

2. Primary and back-up communications systems.
3. Communications to and from the Emergency Operations Center.
4. Sources for communications augmentation such as Amateur Radio.
5. Other communications systems to support emergency operations.

Operations necessary for the performance of this function include, but are not limited to:

1. Preparedness
    a. Identify public and private communications facilities, equipment, and personnel located throughout Douglas County including emergency communications vehicles or mobile command posts.
    b. Identify actual and planned actions of commercial telecommunications companies to restore services.
    c. Coordinate the acquisition and deployment of communications equipment, personnel, and resources to establish temporary communications capabilities.
    d. Develop and coordinate frequency management plans, including talk groups and trunked radio for use in disaster areas.
    e. Develop a long-distance communications strategy for implementation during disasters.
    f. Assess pre-event needs and develop plans to pre-stage assets for rapid deployment into disaster areas.
    g. Plan for operations involving coordination with the State to coordinate communications assets beyond County capability.
    h. Provide reliable links and maintain available support services for disaster communications with local, county, and state agencies.
    i. Ensure all ESF-2 personnel integrate National Incident Management System (NIMS) and Incident Command System (ICS) principles in all planning and preparedness initiatives.
2. Response
    a. Conduct communications needs assessments (to include determining status of all communications systems), prioritize requirements, and make recommendations to deploy equipment and personnel to affected area, as required.
    b. Identify actual actions of commercial telecommunications companies to restore services.
    c. Maintain constant two-way communication with all appropriate emergency-operating services of county and local governments.
    d. Implement frequency management plan in the disaster area, including talk groups and trunked radio, as required.
    e. Provide capability for responsible officials to receive emergency information and communicate decisions.
    f. Establish communications with GEMA/HS State Operations Center to coordinate communications assets, personnel, resources, and mobile command vehicles, as needed.

3. Recovery
    a. Arrange for alternate communication systems to replace systems that are inoperable because of damage from disasters.
    b. Maintain or restore contact with other EOCs (e.g., state, county, and other emergency management/preparedness organizations), as capabilities allow.
    c. Make communications channels available to provide appropriate information to the public concerning safety and resources required for disaster recovery.
    d. Maintain or restore contact with all appropriate emergency operations services of county government.
    e. Gather communications damage assessment information from public and private organizations (including telephone outages) and report to ESF-5 Emergency Management.
    f. Assess the need for and obtain telecommunications industry support as needed.
    g. Prioritize the deployment of services based on available resources and critical needs.
    h. Ensure that ESF-2 personnel or their agencies maintain appropriate records of costs incurred during the event.
4. Mitigation
    a. Support and plan for mitigation measures.
    b. Document matters that may be needed for inclusion in agency or state/federal briefings, situation reports, and action plans.

II. Concept of Operations

A. General

Standard Operating Procedures (SOPs) will be developed and maintained by the Coordinating Agencies for ESF-2, in cooperation with Douglas County EMA. This function will also involve Primary and Support Agencies. Periodic training and exercises will be used to enhance capabilities and effectiveness. In an incident requiring local or State mutual aid assistance, ESF-2 will work with its support agency counterparts to seek and procure, plan, coordinate, and/or direct the use of requested assets.

Throughout the response and recovery periods, ESF-2 agencies will evaluate and analyze information communications requests, develop and update assessments of the communications service situation and status in the impacted area, and undertake contingency planning to meet anticipated communications demands or needs.

When an incident is focused in scope to a specific type of response mode, technical and subject matter expertise may be provided by a supporting agency with the skills pertinent to the type of incident, along with advice and/or direct operational support within the context of the ICS structure. Douglas County E-911 will support the establishment of communications between key facilities. These facilities have a key role in emergency response and recovery under NIMS.

The communications systems identified for Douglas County are provided below and are grouped in order based upon their level of priority for repair and restoration:

Communications		
Communication: [redacted]		
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Description: [redacted]		
Communication: [redacted]		
Priority: [redacted]	**Type:** [redacted]	**Quantity:** [redacted]
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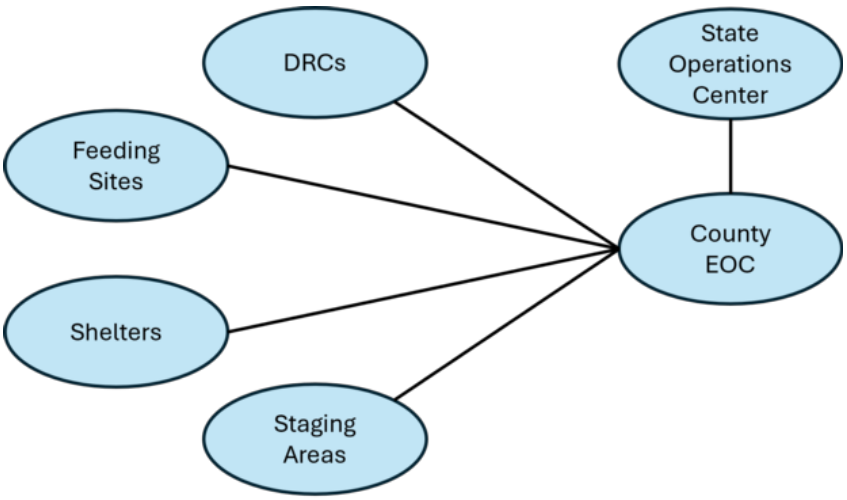
Communication: [redacted]		
Priority: [redacted]	**Type:** [redacted]	**Quantity:** [redacted]
Description: [redacted]		

Communications infrastructure:



Communication Links with Key Facilities

B. Direction and Control

Douglas County E-911 is the ESF-2 coordinating agency. The staff member serving as Coordinator is appointed by and located within Douglas County E-911. When support is necessary, the Coordinator coordinates all aspects of ESF-2. ESF-2 is compliant with both the National Response Framework (NRF) and NIMS, and, as such, guides the incident command system adopted by Douglas County EMA. Douglas County EMA functions as the official disaster prevention, protection, mitigation, response, and recovery organization within Douglas County.

ESF-2 may operate at two levels: 1) Douglas County EOC; and/or 2) field operations.

During emergency activations, all management decisions regarding communications for Douglas County are made at the Douglas County EOC by the coordinator. In accordance with mission assignment, each primary and/or support organization assisting in the deployment of ESF-2 will retain administrative control over its own resources and personnel but will remain under the operational control of ESF-2. Mission operational control may be delegated to the field by the Douglas County EOC.

C. Organization

1. County
    a. When Douglas County EOC activates, personnel from both primary and support agencies are integrated with Douglas County E-911 staff to provide support.
    b. During an emergency or disaster, ESF-2 falls under the purview of the Infrastructure Support Branch within the Operations Section.
    c. During the response phase, Douglas County EOC evaluates and analyzes information regarding communications requests. ESF-2 also develops and updates

assessments of communications services in the impacted area and undertakes contingency planning to meet any anticipated communications needs.

d. Douglas County EMA develops and maintains this Annex with input from Douglas County E-911. Douglas County E-911 will also develop and maintain any accompanying appendices, annexes, and standard operating guidelines that govern response actions related to emergencies. Primary and support agencies should likewise develop and maintain their own similar documents for internal use. Such documents must be NRF, NIMS, ICS, and EOP compliant.

e. Testing of this ESF will be outlined in *Appendix E: Testing, Training, and Exercises / Plan Maintenance*.

2. State of Georgia

   a. When the GEMA/HS State Operations Center activates, GEMA/HS is the designated lead agency for State communications services and may provide a liaison to local emergency operations centers to facilitate requests for communications resource requests.

D. Alerts and Notifications

1. Douglas County E-911 will notify Douglas County EMA when information arises that indicates an incident is imminent or developing.
2. ESF-2 will activate or enter standby upon notification by Douglas County EOC. Representatives or designees from Douglas County E-911 will manage emergency activities. If additional support is necessary, the coordinating and primary agencies may jointly manage activities.
3. Once instructions are received to activate or place staff on standby, Douglas County E-911 will implement notification procedures and mobilize all personnel, facilities, and physical resources likely to be needed, if necessary.

E. Actions

Any actions carried out are grouped into the phases of emergency management: Preparedness, Response, Recovery, and Mitigation. Each phase requires specific skills and knowledge to accomplish tasks and requires significant cooperation and collaboration between all agencies and the intended service recipients.

Overall Actions Assigned to All Members *Preparedness (Pre-Event) Actions for ESF-2 Communications*	
1	Identify public and private communications facilities, equipment, and personnel located throughout Douglas County including emergency communications vehicles or mobile command posts.
2	Identify actual and planned actions of commercial telecommunications companies to restore services.
3	Develop and coordinate frequency management plans, including talk groups and trunked radio for use in disaster areas.
4	Develop a long distance communications strategy for implementation during disasters.

Overall Actions Assigned to All Members *Preparedness (Pre-Event) Actions for ESF-2 Communications*	
5	Assess pre-event needs and develop plans to pre-stage assets for rapid deployment into disaster areas.
6	Plan for operations involving coordination with the State to coordinate communications assets beyond County capability.
7	Provide reliable links and maintain available support services for disaster communications with local, county, and state, agencies.
8	Ensure all ESF-2 personnel integrate NIMS and ICS principles in all planning and preparedness initiatives.

Overall Actions Assigned to All Members *Response (During Event) Actions for ESF-2 Communications*	
1	Conduct communications needs assessments (to include determining status of all communications systems), prioritize requirements, and make recommendations to deploy equipment and personnel to affected area, as required.
2	Identify actual actions of commercial telecommunications companies to restore services.
3	Maintain constant two-way communication with all appropriate emergency-operating services of county and local governments.
4	Implement frequency management plan in the disaster area, including talk groups and trunked radio, as required.
5	Provide capability for responsible officials to receive emergency information and communicate decisions.
6	Establish communications with GEMA SOC to coordinate communications assets, personnel, and resources and mobile command vehicles as needed. - In current plan

Overall Actions Assigned to All Members *Recovery (Post Event) Actions for ESF-2 Communications*	
1	Arrange for alternate communication systems to replace systems that are inoperative due to damage from disasters.
2	Maintain or restore contact with other EOCs (e.g., State, County, and other emergency management/preparedness organizations), as capabilities allow.
3	Make communications channels available to provide appropriate information to the public concerning safety and resources required for disaster recovery.
4	Maintain or restore contact with all appropriate emergency operations services of county government.
5	Gather communications damage assessment information from public and private organizations (including telephone outages) and report to ESF-5 Emergency Management.
6	Assess the need for and obtain telecommunications industry support as needed.
7	Prioritize the deployment of services based on available resources and critical needs.
8	Ensure ESF-2 personnel or their agencies maintain appropriate records of costs incurred during the event.

Overall Actions Assigned to All Members *Mitigation Actions for ESF-2 Communications*	
1	Support and plan for mitigation measures.
2	Document matters that may be needed for inclusion in agency or state/federal briefings, situation reports, and action plans.

III. Responsibilities

A. ESF Role Aligned to Core Capabilities

The following table lists the response capability that ESF-2 most directly supports, along with the related ESF-2 actions supporting the capability.

Core Capability	ESF-2 Communications
Operational Communications	• Ensure the capacity for timely communications in support of security, situational awareness, and operations by any and all means available, among and between affected communities in the impact area and all response forces. This includes, but is not limited to: ○ Frequency management ○ Communication with EOCs ○ Secured channels ○ Support deployable resources
Cybersecurity	• Protect (and restore, if needed) electronic communications systems, information, and services from damage, unauthorized use, and exploitation. This includes, but is not limited to: ○ Government networks ○ WebEOC

B. Responsibilities

The ESF-2 Coordinator is Douglas County E-911. Within the Douglas County EOC, Douglas County E-911 Primary/Alternate Emergency Coordinator(s) will serve dual roles as the ESF-2 Coordinator and the Primary Agency Emergency Coordinator for communications-based operations.

The following list identifies the responsibilities delegated to each agency/organization within ESF-2. The Coordinating and Primary Agency's responsibilities are listed first. The Supporting Agencies follow in alphabetical order.

Coordinating: Douglas County E-911	
Preparedness (Pre-Event) Actions for ESF-2 Communications	
1	Coordinate the acquisition and deployment of communications equipment, personnel, and resources to establish temporary communications capabilities.
2	Designate E-911 personnel to report to/work in the EOC.
3	Develop plans to prioritize the deployment of services based on available resources and critical needs.
4	Establish methods of communications and warning for probable situations including type of emergency, projected time, area to be affected, anticipate severity, forthcoming warnings, and actions necessary.

Coordinating: Douglas County E-911	
5	Participate in training and exercises to evaluate the county emergency response capability.
6	Ensure that primary and alternate communications systems are operational.
7	Conduct monthly outdoor weather warning siren tests.
8	Develop maintenance and protection arrangements for disabled communications equipment.
9	Test, evaluate, and improve battery and other long-term power service plans.
10	Develop and test emergency communication procedures on a scheduled basis.
11	Verify the existence and accuracy of a translator call down list.
12	Verify the existence and accuracy of a vulnerable needs (ESL, deaf, hard of hearing, visually impaired, cognitively impaired, disabled, or mobility impaired) assistance staff call down list.
13	Encourage public and private sector distribution and participation in warning systems (weather radios, SMS mobile alert systems, mobile broadband, jurisdiction social media, etc.)
14	Develop mutual aid and other support agreements with surrounding jurisdictions and foster private sector relationships.
15	Develop a communications equipment priority restoration list.
Response (During Event) Actions for ESF-2 Communications	
1	Answer emergency and non-emergency calls.
2	Ensure all calls are routed to the appropriate agency/jurisdiction.
3	Provide emergency medical dispatch as needed.
4	Dispatch for Douglasville Police Department and Douglas County Fire/EMS.
5	Monitor E-911 primary dispatch channels in addition to the Douglas County Sheriff's Office, City of Douglasville Sanitation and Maintenance, and Douglas County Department of Transportation public works channels.
6	Provide communications systems for the affected emergency or disaster area.
7	Provide and maintain primary communications for the EOC on a 24-hour basis using any available public and private communications systems.
8	Maintain existing equipment and follow established procedures for communicating with personnel performing field operations.
9	Participate in EOC briefings, incident action plans, situation reports, and meetings to support communication services.
10	Provide field support for emergency responders.
11	Coordinate communications and radio frequencies.
12	Make arrangements to repair emergency communications equipment on a 24-hour basis. Notify EOC of equipment failures and repair actions.
13	Activate back-up E-911 dispatch center if necessary.
14	If relocating to the alternate EOC, ensure that current communications are established and tested at the new location before disconnecting current systems, if possible.
15	Deploy additional staff if the emergency exceeds the existing ESF-2 personnel's capabilities.
16	Establish communication capability between and among EOC, agencies, and organizations with ESF-2 responsibilities.
17	Provide a system for designated officials to communicate with the public including people with special needs, such as hearing impairments and non-English speaking.

Coordinating: Douglas County E-911	
Recovery (Post Event) Actions for ESF-2 Communications	
1	Establish communication capability between and among EOC, agencies, and organizations with ESF-2 responsibilities.
2	Provide a system for designated officials to communicate with the public including people with special needs, such as hearing impairments and non-English speaking.
3	Continue to perform tasks necessary to expedite restoration and recovery operations.
4	Plan recovery, reconstitution, mitigation and other long-term actions.
5	Plan for the gradual demobilization of ESF-2.
6	Return borrowed resources and those obtained through agreement, lease, or rental when those resources are no longer required.
7	Clean, repair, and perform maintenance on equipment before returning to normal operations or storage.
8	Participate in after-action meetings.
Mitigation Actions for ESF-2 Communications	
1	Participate in the hazard identification process and identify and correct vulnerabilities.
2	Establish warning systems for critical facilities. - In current plan
3	Participate in mitigation planning team meetings and work with local emergency management to promote community preparedness.

Primary: Douglas County E-911	
Preparedness (Pre-Event) Actions for ESF-2 Communications	
1	Coordinate the acquisition and deployment of communications equipment, personnel, and resources to establish temporary communications capabilities.
2	Designate E-911 personnel to report to/work in the EOC.
3	Develop plans to prioritize the deployment of services based on available resources and critical needs.
4	Establish methods of communications and warning for probable situations including type of emergency, projected time, area to be affected, anticipate severity, forthcoming warnings, and actions necessary.
5	Participate in training and exercises to evaluate the county emergency response capability.
6	Ensure that primary and alternate communications systems are operational.
7	Conduct monthly outdoor weather warning siren tests.
8	Develop maintenance and protection arrangements for disabled communications equipment.
9	Test, evaluate, and improve battery and other long-term power service plans.
10	Develop and test emergency communication procedures on a scheduled basis.
11	Verify the existence and accuracy of a translator call down list.
12	Verify the existence and accuracy of a vulnerable needs (ESL, deaf, hard of hearing, visually impaired, cognitively impaired, disabled, or mobility impaired) assistance staff call down list.
13	Encourage public and private sector distribution and participation in warning systems (weather radios, SMS mobile alert systems, mobile broadband, jurisdiction social media, etc.)

Primary: Douglas County E-911	
14	Develop mutual aid and other support agreements with surrounding jurisdictions and foster private sector relationships.
15	Develop a communications equipment priority restoration list.
Response (During Event) Actions for ESF-2 Communications	
1	Answer emergency and non-emergency calls.
2	Ensure all calls are routed to the appropriate agency/jurisdiction.
3	Provide emergency medical dispatch as needed.
4	Dispatch for Douglasville Police Department and Douglas County Fire/EMS.
5	Monitor E-911 primary dispatch channels in addition to the Douglas County Sheriff's Office, City of Douglasville Sanitation and Maintenance, and Douglas County Department of Transportation public works channels.
6	Provide communications systems for the affected emergency or disaster area.
7	Provide and maintain primary communications for the EOC on a 24-hour basis using any available public and private communications systems.
8	Maintain existing equipment and follow established procedures for communicating with personnel performing field operations.
9	Participate in EOC briefings, incident action plans, situation reports, and meetings to support communication services.
10	Provide field support for emergency responders.
11	Coordinate communications and radio frequencies.
12	Make arrangements to repair emergency communications equipment on a 24-hour basis. Notify EOC of equipment failures and repair actions.
13	Activate back-up E-911 dispatch center if necessary.
14	If relocating to the alternate EOC, ensure that current communications are established and tested at the new location before disconnecting current systems, if possible.
15	Deploy additional staff if the emergency exceeds the existing ESF-2 personnel's capabilities.
16	Establish communication capability between and among EOC, agencies, and organizations with ESF-2 responsibilities.
17	Provide a system for designated officials to communicate with the public including people with special needs, such as hearing impairments and non-English speaking.
Recovery (Post Event) Actions for ESF-2 Communications	
1	Establish communication capability between and among EOC, agencies, and organizations with ESF-2 responsibilities.
2	Provide a system for designated officials to communicate with the public including people with special needs, such as hearing impairments and non-English speaking.
3	Continue to perform tasks necessary to expedite restoration and recovery operations.
4	Plan recovery, reconstitution, mitigation and other long-term actions.
5	Plan for the gradual demobilization of ESF-2.
6	Return borrowed resources and those obtained through agreement, lease, or rental when those resources are no longer required.
7	Clean, repair, and perform maintenance on equipment before returning to normal operations or storage.
8	Participate in after-action meetings.
Mitigation Actions for ESF-2 Communications	

Primary: Douglas County E-911	
1	Participate in the hazard identification process and identify and correct vulnerabilities.
2	Establish warning systems for critical facilities. - In current plan
3	Participate in mitigation planning team meetings and work with local emergency management to promote community preparedness.

Supporting: Douglas County EMA	
Preparedness (Pre-Event) Actions for ESF-2 Communications	
1	Establish methods of communications and warning for probable situations including type of emergency, projected time, area to be affected, anticipate severity, forthcoming warnings, and actions necessary.
2	Participate in training and exercises to evaluate the county emergency response capability.
3	Conduct monthly outdoor weather warning siren tests.
4	Encourage public and private sector distribution and participation in warning systems (weather radios, SMS mobile alert systems, mobile broadband, jurisdiction social media, etc.)
5	Develop mutual aid and other support agreements with surrounding jurisdictions and foster private sector relationships.
Recovery (Post Event) Actions for ESF-2 Communications	
1	Continue to perform tasks necessary to expedite restoration and recovery operations.
2	Return borrowed resources and those obtained through agreement, lease, or rental when those resources are no longer required.
3	Clean, repair, and perform maintenance on equipment before returning to normal operations or storage.

Supporting: Douglas County Information Services	
Preparedness (Pre-Event) Actions for ESF-2 Communications	
1	Participate in training and exercises to evaluate the county emergency response capability.
2	Develop maintenance and protection arrangements for disabled communications equipment.
Response (During Event) Actions for ESF-2 Communications	
1	Provide communications systems for the affected emergency or disaster area.
2	Provide and maintain primary communications for the EOC on a 24-hour basis using any available public and private communications systems.
3	Maintain existing equipment and follow established procedures for communicating with personnel performing field operations.
4	If relocating to the alternate EOC, ensure that current communications are established and tested at the new location before disconnecting current systems, if possible.
5	Establish communication capability between and among EOC, agencies, and organizations with ESF-2 responsibilities.
6	Provide a system for designated officials to communicate with the public including people with special needs, such as hearing impairments and non-English speaking.
Recovery (Post Event) Actions for ESF-2 Communications	
1	Establish communication capability between and among EOC, agencies, and organizations with ESF-2 responsibilities.

Supporting: Douglas County Information Services	
2	Provide a system for designated officials to communicate with the public including people with special needs, such as hearing impairments and non-English speaking.
3	Continue to perform tasks necessary to expedite restoration and recovery operations.
4	Return borrowed resources and those obtained through agreement, lease, or rental when those resources are no longer required.
5	Clean, repair, and perform maintenance on equipment before returning to normal operations or storage.

Supporting: Douglas County Sheriff's Office	
Preparedness (Pre-Event) Actions for ESF-2 Communications	
1	Participate in training and exercises to evaluate the county emergency response capability.
2	Ensure that primary and alternate communications systems are operational.
3	Develop maintenance and protection arrangements for disabled communications equipment.
4	Test, evaluate, and improve battery and other long-term power service plans.
5	Verify the existence and accuracy of a translator call down list.
6	Verify the existence and accuracy of a vulnerable needs (ESL, deaf, hard of hearing, visually impaired, cognitively impaired, disabled, or mobility impaired) assistance staff call down list.
7	Encourage public and private sector distribution and participation in warning systems (weather radios, SMS mobile alert systems, mobile broadband, jurisdiction social media, etc.)
Response (During Event) Actions for ESF-2 Communications	
1	Answer emergency and non-emergency calls.
2	Ensure all calls are routed to the appropriate agency/jurisdiction.
3	Provide emergency medical dispatch as needed.
4	Provide field support for emergency responders.
5	Establish communication capability between and among EOC, agencies, and organizations with ESF-2 responsibilities.
Recovery (Post Event) Actions for ESF-2 Communications	
1	Establish communication capability between and among EOC, agencies, and organizations with ESF-2 responsibilities.
2	Continue to perform tasks necessary to expedite restoration and recovery operations.
3	Return borrowed resources and those obtained through agreement, lease, or rental when those resources are no longer required.
4	Clean, repair, and perform maintenance on equipment before returning to normal operations or storage.

IV. Financial Management

ESF-2 is responsible for coordinating with Douglas County Finance to manage expenses relevant to an incident.

During a response, each agency/department funds disaster operations from their current operating budget and are responsible for recording and tracking agency expenditures. If a Federally declared disaster exists, each agency is responsible for seeking reimbursement in accordance with the

formulas developed and maintained by the Federal Emergency Management Agency (FEMA) via the FEMA/State Agreement.

Expenditures by support agencies will be documented by those agencies and submitted directly to Douglas County Finance or a designated Finance Service Officer as soon as possible.

V. References and Authorities

References:

1. Developing and Maintaining Emergency Operations Plans: Comprehensive Preparedness Guide (CPG) 101 - September 2021, Version 3.0
2. National Incident Management System, Third Edition - October 2017
3. National Response Framework, Fourth Edition - October 28, 2019

Authorities:

1. Robert T. Stafford Disaster Relief and Emergency Assistance Act, Public Law 93-288, as amended - https://www.fema.gov/sites/default/files/2020-03/stafford-act_2019.pdf
2. Georgia Emergency Management Act of 1981, as amended
3. Douglas County Board of Commissioners - Douglas County, Georgia - Code of Ordinances, Chapter 7.7 - Emergency Management
4. Code of Ordinances of the City of Douglasville, GA - Chapter 30 - Civil Emergencies

A Presidentially declared disaster is generally required for Federal agencies to become involved in disaster response and assistance. The Governor must declare a state of emergency and request a Presidential Disaster Declaration under the Robert T. Stafford Disaster Relief and Emergency Assistance Act, as amended, through the regional FEMA office. This request is evaluated and then forwarded to the national office and then on to the President's desk for approval. A more complete description can be found within the Department of Homeland Security's National Response Framework, Fourth Edition.

ESF-3 Public Works and Engineering

Coordinating Agency:
Douglas County Department of Transportation

Primary Agencies:
City of Douglasville Sanitation and Maintenance
Douglas County Department of Transportation

Support Agencies:
Douglas County Development Services – Development Control Division
Douglasville-Douglas County Water and Sewer Authority

I. Purpose and Scope

The Emergency Support Function (ESF) of Public Works and Engineering involves direction and coordination, operations, and follow-through during an emergency or disaster.

A. Purpose

ESF-3 Public Works and Engineering provides operational guidance to those who are assigned to work in public works and engineering services. The mission of this ESF is to provide infrastructure protection and emergency repair, infrastructure restoration, engineering services and construction management, and emergency contracting support for live-saving and life-sustaining services.

B. Scope

ESF-3 is structured to address both emergency public works assistance and engineering support. Specifically, it addresses:

1. Infrastructure protection and emergency restoration.
2. Safety inspections and other assistance for first responders.
3. Engineering and construction services.
4. Debris management operations.
5. Safety of public water supplies and wastewater treatment facilities.

Functions within the scope of this annex include but are not limited to:

1. Preparedness
    a. Participation in exercises and training to validate this annex and supporting Standard Operating Procedures (SOPs)
    b. Integrating National Incident Management System (NIMS) and Incident Command System (ICS) principles in all planning and preparedness initiatives.
    c. Maintaining a current inventory of equipment and supplies, to include points-of-contact and telephone numbers, required to sustain emergency operations, including emergency power generators.
    d. Establishing operational needs for the restoration of public works service during an emergency.

e. Developing and maintaining lists of commercial and industrial suppliers of services and products, to include points-of-contact and telephone numbers associated with public works and engineering functions.
f. Planning engineering, contracting, and procurement assistance for emergency debris, snow or ice clearance, demolition, public works repair, and water supply and sewer missions.
g. Attending damage assessment training.

2. Response
    a. Identifying water and sewer service restoration, debris management, potable water supply, and engineering requirements as soon as possible.
    b. Evaluating the status of current resources to support ESF-3 operations.
    c. Establishing priorities to clear roads, repair damaged water/sewer systems, and coordinate the provision of temporary, alternate, or interim sources of emergency power and water/sewer services.
    d. Recommending priorities for water and other resource allocations, as needed.
    e. Procuring equipment, specialized labor, and transportation to repair or restore public works systems.
    f. Providing damage assessment and documentation in conjunction with other State and local damage assessment operations.
    g. Collecting, evaluating, and sending damage assessment reports to ESF-5 Emergency Management.
3. Recovery
    a. Anticipating and planning for the arrival of and coordination with State and Federal ESF-3 personnel in the Emergency Operations Center (EOC) and/or the Joint Field Office (JFO).
    b. Ensuring that ESF-3 personnel, their agencies, or other tasked organizations maintain appropriate records of time and costs incurred during the event.
    c. Maintaining coordination with all supporting agencies and organizations on operational priorities for emergency repair and restoration.
    d. Coordinating, as needed, debris management operations on public and private property.
    e. Monitoring restoration operations for as long as necessary and until all services have been restored.
    f. Developing disaster project worksheets, in conjunction with Georgia Emergency Management and Homeland Security Agency (GEMA/HS).
4. Mitigation
    a. Supporting and planning for mitigation measures.
    b. Supporting requests and directives from GEMA/HS concerning mitigation and/or re-development activities.
    c. Documenting matters that may be needed for inclusion in agency or State/Federal briefings, situation reports, and action plans.

II. Concept of Operations

A. General

SOPs will be developed and maintained by the Coordinating Agencies for ESF-3, in cooperation with Douglas County EMA. This function will also involve the Primary and Support Agencies. Periodic training and exercises will be used to enhance capabilities and effectiveness. In an incident requiring local or State mutual aid assistance, ESF-3 will work with its support agency counterparts to seek and procure, plan, coordinate, and/or direct the use of requested assets.

Throughout the response and recovery periods, ESF-3 agencies will evaluate and analyze requests to move people, materials, equipment, and other resources as necessary; develop and update assessments of public works and engineering service requests in the impacted area; and undertake contingency planning to meet anticipated demands and/or needs.

Protective Actions. For developing emergency situations, City of Douglasville Sanitation and Maintenance / Douglas County Department of Transportation, with the assistance of Douglas County EMA, will take actions designed to:

1. Protect government facilities, equipment, and supplies prior to the onset of hazardous conditions
2. Plan and designate who will carry out pre-disaster protective actions, including identifying possible facilities for debris storage and reduction
3. Building barricades, reinforcing structures, temporary fencing, and other measures

Debris Management. Douglas County Department of Transportation will develop general priorities for:

1. Clearing debris from the roads,
2. Removing debris from public property and manage proper debris disposal
3. Coordinating with State and Federal agencies in clean-up, if necessary
4. Identifying potential brownfield locations in the impacted area

Proactive public outreach programs can inform the public of the actions they can take to facilitate debris pickup and to assist in debris management.

B. Direction and Control

Douglas County Department of Transportation is the ESF-3 coordinating agency. The staff member serving as Coordinator is appointed by and located within Douglas County Department of Transportation. When support is necessary, the Coordinator coordinates all aspects of ESF-3. ESF-3 is compliant with both National Response Framework (NRF) and NIMS, and, as such, guides the direction and control system adopted by Douglas County EMA. Douglas County EMA functions as the official disaster prevention, protection, mitigation, response, and recovery organization within Douglas County.

ESF-3 may operate at two levels: 1) Douglas County EOC; and/or 2) field operations.

During emergency activations, all management decisions about public works and engineering are made at the Douglas County EOC by the coordinator. In accordance with mission assignment, each primary and/or support organization assisting in the deployment of ESF-3 will retain administrative control over its own resources and personnel but will remain under the operational control of ESF-3. Mission operational control may be delegated to the field by Douglas County EOC.

C. Organization

1. County
    a. When Douglas County EOC activates, personnel from both primary and support agencies are integrated with Douglas County Department of Transportation staff to provide support.
    b. During an emergency or disaster, ESF-3 falls under the purview of the Infrastructure Support Branch within the Operations Section.
    c. During the response phase, Douglas County EOC evaluates and analyzes information about public works and engineering service requests. ESF-3 also develops and updates assessments of the public works and engineering services in the impacted area and undertakes contingency planning to meet any anticipated transportation requirements.
    d. Douglas County EMA develops and maintains this Annex with input from Douglas County Department of Transportation. Douglas County Department of Transportation will also develop and maintain any accompanying appendices, annexes, and standard operating guidelines that govern response actions related to emergencies. Primary and support agencies should likewise develop and maintain their own similar documents for internal use. Such documents must be NRF, NIMS, ICS, and EOP compliant.
    e. Testing of this ESF is outlined in Annex E: Testing, Training, and Exercises / Plan Maintenance.
2. State of Georgia
    a. When the GEMA/HS State Operations Center activates, the Georgia Department of Natural Resources and Georgia Department of Transportation are the designated lead agencies for State public works and engineering services and may provide a liaison to facilitate any requests for public works and engineering service resource requests to local emergency operations centers.

D. Alerts and Notifications

1. Douglas County Department of Transportation will notify Douglas County EMA when information comes to their attention that indicates an emergency or disaster situation is developing.
2. Douglas County EMA will notify the "on call" Emergency Duty Officer and/or the Coordinator when Douglas County has been threatened or impacted by an emergency or disaster incident as detailed in the Douglas County Warning Point procedure.

3. ESF-3 will activate or enter standby upon notification by Douglas County EOC. Representatives or designees from Douglas County Department of Transportation will manage emergency activities. If additional support is necessary, the coordinating and primary agencies may jointly manage activities.
4. Once instruction are received to activate or place staff on standby, Douglas County Department of Transportation will implement procedures to notify all planning team members and, if necessary, mobilize all personnel, facilities, and physical resources likely to be needed as based on the incident circumstances.

E. Actions

Any actions carried out are grouped into the phases of emergency management: Preparedness, Response, Recovery, and Mitigation. Each phase requires specific skills and knowledge to accomplish tasks and requires significant cooperation and collaboration between all agencies and the intended service recipients.

Overall Actions Assigned to All Members *Preparedness (Pre-Event) Actions for ESF-3 Public Works and Engineering*	
1	Participate in exercises and training to validate this annex and SOPs.
2	Ensure all ESF-3 personnel integrate NIMS and ICS principles in all planning and preparedness initiatives.
3	Maintain a current inventory of equipment and supplies, to include points-of-contact and telephone numbers, required to sustain emergency operations, including emergency power generators.
4	Develop and maintain listings of commercial and industrial suppliers of services and products, to include points-of-contact and telephone numbers associated with public works and engineering functions.
5	Establish operational needs and priorities for the restoration of publics works service during an emergency.
6	Attend damage assessment training.
7	Plan engineering, contracting, and procurement assistance for emergency debris, snow or ice clearance, demolition, public works repair, and water supply, and sewer missions.
8	Maintain a call down list, to include points-of-contact and telephone numbers, of agencies, jurisdictions, and organizations supporting public works and engineering functions.

Overall Actions Assigned to All Members *Response (During Event) Actions for ESF-3 Public Works and Engineering*	
1	Implement a debris removal plan.
2	Identify water and sewer service restoration, debris management, potable water supply, and engineering requirements as soon as possible.
3	Evaluate status of current resources to support ESF-3 operations.
4	Establish priorities to clear roads, repair damaged water/sewer systems and coordinate the provision of temporary, alternate or interim sources of emergency power and water/sewer services.
5	Procure equipment, specialized labor, and transportation to repair or restore public works systems.

Overall Actions Assigned to All Members *Response (During Event) Actions for ESF-3 Public Works and Engineering*	
6	Provide damage assessment and documentation in conjunction with other State and local damage assessment operations.
7	Collect, evaluate, and send damage assessment reports to ESF-5 Emergency Management.
8	Coordinate with ESF-8 Public Health and Medical Services and ESF-11 Agriculture, Natural Resources, and Animal Services for advice and assistance regarding the disposal of debris containing or consisting of animal carcasses.

Overall Actions Assigned to All Members *Recovery (Post Event) Actions for ESF-3 Public Works and Engineering*	
1	Anticipate and plan for arrival of and coordination with State and Federal ESF-3 personnel in the EOC and/or the JFO.
2	Ensure that ESF-3 team members, their agencies, or other tasked organizations maintain appropriate records of time and costs incurred during the event.
3	Maintain coordination with all supporting agencies and organizations on operational priorities for emergency repair and restoration.
4	Coordinate, as needed, debris management operations on public and private property.
5	Monitor restoration operations for as long as necessary and until all services have been restored.
6	Develop disaster project worksheets in conjunction with GEMA/HS.

Overall Actions Assigned to All Members *Mitigation Actions for ESF-3 Public Works and Engineering*	
1	Support and plan for mitigation measures.
2	Support requests and directives from GEMA/HS concerning mitigation and/or re-development activities.
3	Document matters that may be needed for inclusion in agency or state/federal briefings, situation reports, and action plans.

F. Special Tasks

1. Floods
    a. Priorities During Response Operations:
        i. Make an initial damage assessment with the EOC Director.
        ii. Identify potential locations for the placement of temporary levees and include this information on the appropriate maps.
        iii. Work with the ESF-1 Transportation and ESF-7 Logistics Management and Resource Support Coordinators to obtain a labor force to perform flood-fighting tasks associated with building a levee (e.g., obtain, fill and place sandbags to prevent flooding).
        iv. Relocate needed emergency resources and equipment from potential flood areas.
    b. Priorities During Recovery Operations:
        i. Inspection and Condemnation.

ii. Water pressure and debris may have weakened structures left standing. Building interiors will be filled with debris, and some building materials will be waterlogged.
iii. Inspect buildings and other structures to determine whether they are safe to inhabit after a flood has occurred.
iv. Identify buildings and structures that may threaten public safety, designating those buildings and structures that may be reoccupied.
v. Identify/mark those buildings and structures that are to be condemned.

2. High Wind / Tornado
    a. Priorities During Response Operations:
        i. Have resources available for evacuation assistance.
        ii. Clear debris or other materials that block or hamper the performance of emergency response functions, including constructing emergency detours and access roads
        iii. Clear obstructed roads using demolition and other actions
        iv. Repair or temporarily reinforce roads and bridges.
    b. Priorities During Recovery Operations:
        i. Inspect buildings and other structures to determine whether it is safe to inhabit or use them after a tornado or high winds. Condemn, and demolish those that are.
        ii. Inspect buildings and structures that are critical to emergency operations.
        iii. Inspect buildings and structures that may threaten public safety.
        iv. Inspect less critically damaged structures and designate those that may be occupied and identify/mark those that are to be condemned.
        v. Arrange for the demolition of condemned structures.
        vi. Work with the EOC Director to conduct immediate ground and air surveys to determine the extent of damage, casualties, and the status of key facilities for the Damage Assessment Report.
3. Earthquake
    a. Priorities During Response Operations:
        i. Have resources be available for evacuation assistance.
        ii. Clear debris or other material that block or hamper the performance of emergency response functions.
        iii. Construct emergency detours and access roads where needed.
        iv. Clear obstructed roads using demolition and other actions where needed.
        v. Repair or temporarily reinforce roads and bridges.
        vi. Determine safety of evacuation routes to include highway bridges, rail lines, and airports.
        vii. Restore and repair electrical power, natural gas, water, sewer, and telephone and other communications systems to minimize the impact on critical services and the public.

viii. Work with the EOC Director to conduct immediate ground and air surveys to determine the extent of damage, casualties, and the status of key facilities.
ix. Survey and evaluate the safety of hospitals, emergency response agency control centers (police, fire, etc.), reception and care centers, public shelters, primary and alternate Emergency Operations Centers.

b. Priorities During Recovery Operations:
i. Inspect buildings and other structures to determine whether it is safe to inhabit or use them after an earthquake. Condemn, and demolish those that are unsafe. Additional engineering and building inspection support is available from the State.
ii. Inspect buildings and structures that are critical to emergency operations.
iii. Inspect buildings and structures that may threaten public safety.
iv. Inspect less critically damaged structures and designate those that may be reoccupied and identify/mark those that are to be condemned.
v. Arrange for the demolition of condemned structures.

4. Radiological Incident
a. Priorities During Radiological Incident:
i. Work with the ESF-6 Mass Care, Emergency Assistance, Housing, and Human Services and ESF-10 Oil and Hazardous Materials Response Coordinators to list and prioritize shelter upgrades.
ii. Prepare and maintain stencils for marking fall-out shelters and mark when evacuation from high-risk areas are ordered.
iii. Marshall all available public and private earth moving equipment, personnel, and material, to upgrade fall-out shelters when required.
iv. Assist the ESF-1 Coordinator by restoring roads and streets designated as primary evacuation routes (Interstate Highway, U.S. Highways, and State Highways).
v. Assist ESF-13 Public Safety and Security Coordinator in traffic control by establishing detour routes and providing barricades for traffic control points.
vi. Determine safety of evacuation routes to include highway bridges, rail lines and airports.

III. Responsibilities

A. ESF Role Aligned to Core Capabilities

The following table lists the response capability that ESF-3 most directly supports, along with the related ESF-3 actions supporting the capability.

Core Capability	ESF-3 Public Works and Engineering
Operational Coordination	• Establish and maintain a unified and coordinated operational structure and process that appropriately integrates all critical stakeholders and

Core Capability	ESF-3 Public Works and Engineering
	supports the execution of core capabilities. This includes, among other things: ○ Re-entry route clearance ○ Debris operations
Infrastructure Systems	• Stabilize critical infrastructure functions, minimize health and safety threats, and efficiently restore and revitalize systems and services to support a viable, resilient community. This includes, among other things: ○ Water network assessment ○ Communication of viable routes post-event

B. Responsibilities

The ESF-3 Coordinators are Douglas County Department of Transportation. Within the Douglas County EOC, the Douglas County Department of Transportation Coordinators serve dual roles as both the Coordinating and Primary Agency Coordinators for public works and engineering operations.

The following list identifies the responsibilities delegated to each agency/organization within ESF-3. The Coordinating and Primary Agency's responsibilities are listed first. The Supporting Agencies follow in alphabetical order.

Coordinating: Douglas County Department of Transportation	
Preparedness (Pre-Event) Actions for ESF-3 Public Works and Engineering	
1	Identify alternate or backup public works systems and facilities, including wastewater treatment facilities, power plants, pipelines, and bridges.
2	Monitor internet sites such as EMnets, weather sites and 3SI.
3	Identify, locate, and/or procure chemicals to maintain a potable water supply.
4	Recruit, train, and designate public works and engineering personnel to serve in the EOC.
5	Establish liaison with support agencies, organizations, and the private sector to ensure responsiveness.
6	Establish a plan for the use of State resources to support ESF-3 operations in coordination with GEMA/HS.
7	Identify sandbagging operation procedures, water transfer pump placement, and fuel procurement strategy.
Response (During Event) Actions for ESF-3 Public Works and Engineering	
1	Coordinate the removal of debris from public property and the restoration of public access.
2	Assist in the restoration of gas, electric, and communications services.
3	Recommend priorities for water and other resource allocations, as needed.
4	Alert emergency personnel of the situation and obtain necessary resources.
5	Establish response operations and support personnel working in the EOC.
6	Maintain coordination and support among applicable agencies, organizations, and the private sector.
7	Channel all pertinent emergency information through the EOC.

Coordinating: Douglas County Department of Transportation	
8	Assist in evaluating losses, recommending measures for conservation of resources, and responding to needs on a priority basis.
9	Conduct restoration and maintenance operations until completion of repair services.
10	Maintain records of expenditures and document resources utilized during recovery.
11	Evaluate the status of support resources.
12	Establish priorities to clear roads, repair damaged water/sewer systems, and coordinate the provision of temporary sources of emergency power and water/sewer services.
13	Procure equipment, specialized labor, and transportation to repair or restore public works systems.
14	Coordinate with ESF-5 Emergency Management for the use of State resources.
15	Coordinate with ESF-4 Firefighting regarding the water supply for firefighting operations.
Recovery (Post Event) Actions for ESF-3 Public Works and Engineering	
1	Participate in after-action meetings.
2	Coordinate with damage assessment teams to condemn, demolish, and dispose of structures that present a safety hazard to the public.
3	Establish response operations and support personnel working in the EOC.
4	Maintain coordination and support among applicable agencies, organizations, and the private sector.
5	Channel all pertinent emergency information through the EOC.
6	Assist in evaluating losses, recommending measures for conservation of resources, and responding to needs on a priority basis.
7	Conduct restoration and maintenance operations until completion of repair services.
8	Maintain records of expenditures and document resources utilized during recovery.
9	Repair damaged water/sewer systems and coordinate the provision of temporary sources of emergency power and water/sewer services.
10	Conduct an immediate damage assessment to identify the requirements for the restoration of water and sewer services, repair of critical infrastructure and debris management. Coordinate with ESF-12 Energy for public utility damage assessment information.
11	Evaluate the status of support resources.
12	Establish priorities to clear roads, repair damaged water/sewer systems, and coordinate the provision of temporary sources of emergency power and water/sewer services.
13	Procure equipment, specialized labor, and transportation to repair or restore public works systems.
14	Coordinate with ESF-5 Emergency Management for the use of State resources.
15	Coordinate with ESF-4 Firefighting regarding the water supply for firefighting operations.
16	Evaluate and record high water elevations resulting from major flood occurrences.
Mitigation Actions for ESF-3 Public Works and Engineering	
1	Participate in mitigation planning team meetings and work with local emergency management to promote community preparedness.
2	Identify critical facilities and recommend mitigation activities to those facilities.
3	Review safety and structural inspections for public works in the context of improving hazard resiliency.

Primary: City of Douglasville Sanitation and Maintenance	
Preparedness (Pre-Event) Actions for ESF-3 Public Works and Engineering	
1	Monitor internet sites such as EMnets, weather sites and 3SI.
2	Identify, locate, and/or procure chemicals to maintain a potable water supply.
3	Recruit, train, and designate public works and engineering personnel to serve in the EOC.
4	Establish liaison with support agencies, organizations, and the private sector to ensure responsiveness.
5	Establish a plan for the use of State resources to support ESF-3 operations in coordination with GEMA/HS.
6	Identify sandbagging operation procedures, water transfer pump placement, and fuel procurement strategy.
Response (During Event) Actions for ESF-3 Public Works and Engineering	
1	Coordinate the removal of debris from public property and the restoration of public access.
2	Assist in the restoration of gas, electric, and communications services.
3	Recommend priorities for water and other resource allocations, as needed.
4	Alert emergency personnel of the situation and obtain necessary resources.
5	Establish response operations and support personnel working in the EOC.
6	Maintain coordination and support among applicable agencies, organizations, and the private sector.
7	Channel all pertinent emergency information through the EOC.
8	Assist in evaluating losses, recommending measures for conservation of resources, and responding to needs on a priority basis.
9	Conduct restoration and maintenance operations until completion of repair services.
10	Maintain records of expenditures and document resources utilized during recovery.
11	Evaluate the status of support resources.
12	Establish priorities to clear roads, repair damaged water/sewer systems, and coordinate the provision of temporary sources of emergency power and water/sewer services.
13	Procure equipment, specialized labor, and transportation to repair or restore public works systems.
14	Coordinate with ESF-5 Emergency Management for the use of State resources.
15	Coordinate with ESF-4 Firefighting regarding the water supply for firefighting operations.
16	Coordinate with ESF-5 Emergency Management and ESF-10 Oil and Hazardous Materials about the removal of hazardous material debris, coordinating with regional and Federal authorities as necessary.
Recovery (Post Event) Actions for ESF-3 Public Works and Engineering	
1	Participate in after-action meetings.
2	Coordinate with damage assessment teams to condemn, demolish, and dispose of structures that present a safety hazard to the public.
3	Establish response operations and support personnel working in the EOC.
4	Maintain coordination and support among applicable agencies, organizations, and the private sector.
5	Channel all pertinent emergency information through the EOC.
6	Assist in evaluating losses, recommending measures for conservation of resources, and responding to needs on a priority basis.
7	Conduct restoration and maintenance operations until completion of repair services.

Primary: City of Douglasville Sanitation and Maintenance	
8	Maintain records of expenditures and document resources utilized during recovery.
9	Repair damaged water/sewer systems and coordinate the provision of temporary sources of emergency power and water/sewer services.
10	Conduct an immediate damage assessment to identify the requirements for the restoration of water and sewer services, repair of critical infrastructure and debris management. Coordinate with ESF-12 Energy for public utility damage assessment information.
11	Evaluate the status of support resources.
12	Establish priorities to clear roads, repair damaged water/sewer systems, and coordinate the provision of temporary sources of emergency power and water/sewer services.
13	Procure equipment, specialized labor, and transportation to repair or restore public works systems.
14	Coordinate with ESF-5 Emergency Management for the use of State resources.
15	Coordinate with ESF-4 Firefighting regarding the water supply for firefighting operations.
16	Evaluate and record high water elevations resulting from major flood occurrences.
Mitigation Actions for ESF-3 Public Works and Engineering	
1	Participate in mitigation planning team meetings and work with local emergency management to promote community preparedness.
2	Identify critical facilities and recommend mitigation activities to those facilities.
3	Review safety and structural inspections for public works in the context of improving hazard resiliency.

Primary: Douglas County Department of Transportation	
Preparedness (Pre-Event) Actions for ESF-3 Public Works and Engineering	
1	Identify alternate or backup public works systems and facilities, including wastewater treatment facilities, power plants, pipelines, and bridges.
2	Monitor internet sites such as EMnets, weather sites and 3SI.
3	Identify, locate, and/or procure chemicals to maintain a potable water supply.
4	Recruit, train, and designate public works and engineering personnel to serve in the EOC.
5	Establish liaison with support agencies, organizations, and the private sector to ensure responsiveness.
6	Establish a plan for the use of State resources to support ESF-3 operations in coordination with GEMA/HS.
7	Identify sandbagging operation procedures, water transfer pump placement, and fuel procurement strategy.
Response (During Event) Actions for ESF-3 Public Works and Engineering	
1	Coordinate the removal of debris from public property and the restoration of public access.
2	Assist in the restoration of gas, electric, and communications services.
3	Recommend priorities for water and other resource allocations, as needed.
4	Alert emergency personnel of the situation and obtain necessary resources.
5	Establish response operations and support personnel working in the EOC.
6	Maintain coordination and support among applicable agencies, organizations, and the private sector.
7	Channel all pertinent emergency information through the EOC.

Primary: Douglas County Department of Transportation	
8	Assist in evaluating losses, recommending measures for conservation of resources, and responding to needs on a priority basis.
9	Conduct restoration and maintenance operations until completion of repair services.
10	Maintain records of expenditures and document resources utilized during recovery.
11	Evaluate the status of support resources.
12	Establish priorities to clear roads, repair damaged water/sewer systems, and coordinate the provision of temporary sources of emergency power and water/sewer services.
13	Procure equipment, specialized labor, and transportation to repair or restore public works systems.
14	Coordinate with ESF-5 Emergency Management for the use of State resources.
15	Coordinate with ESF-4 Firefighting regarding the water supply for firefighting operations.
Recovery (Post Event) Actions for ESF-3 Public Works and Engineering	
1	Participate in after-action meetings.
2	Coordinate with damage assessment teams to condemn, demolish, and dispose of structures that present a safety hazard to the public.
3	Establish response operations and support personnel working in the EOC.
4	Maintain coordination and support among applicable agencies, organizations, and the private sector.
5	Channel all pertinent emergency information through the EOC.
6	Assist in evaluating losses, recommending measures for conservation of resources, and responding to needs on a priority basis.
7	Conduct restoration and maintenance operations until completion of repair services.
8	Maintain records of expenditures and document resources utilized during recovery.
9	Repair damaged water/sewer systems and coordinate the provision of temporary sources of emergency power and water/sewer services.
10	Conduct an immediate damage assessment to identify the requirements for the restoration of water and sewer services, repair of critical infrastructure and debris management. Coordinate with ESF-12 Energy for public utility damage assessment information.
11	Evaluate the status of support resources.
12	Establish priorities to clear roads, repair damaged water/sewer systems, and coordinate the provision of temporary sources of emergency power and water/sewer services.
13	Procure equipment, specialized labor, and transportation to repair or restore public works systems.
14	Coordinate with ESF-5 Emergency Management for the use of State resources.
15	Coordinate with ESF-4 Firefighting regarding the water supply for firefighting operations.
16	Evaluate and record high water elevations resulting from major flood occurrences.
Mitigation Actions for ESF-3 Public Works and Engineering	
1	Participate in mitigation planning team meetings and work with local emergency management to promote community preparedness.
2	Identify critical facilities and recommend mitigation activities to those facilities.
3	Review safety and structural inspections for public works in the context of improving hazard resiliency.

Supporting: Douglas County Development Services - Development Control Division	
Preparedness (Pre-Event) Actions for ESF-3 Public Works and Engineering	
1	Identify alternate or backup public works systems and facilities, including wastewater treatment facilities, power plants, pipelines, and bridges.
2	Prepare to monitor structural integrity, structure stabilization, and demolition of facilities.
3	Monitor internet sites such as EMnets, weather sites and 3SI.
4	Identify, locate, and/or procure chemicals to maintain a potable water supply.
5	Recruit, train, and designate public works and engineering personnel to serve in the EOC.
6	Establish liaison with support agencies, organizations, and the private sector to ensure responsiveness.
7	Establish a plan for the use of State resources to support ESF-3 operations in coordination with GEMA/HS.
8	Identify sandbagging operation procedures, water transfer pump placement, and fuel procurement strategy.
Response (During Event) Actions for ESF-3 Public Works and Engineering	
1	Coordinate the removal of debris from public property and the restoration of public access.
2	Inspect damage to private and public buildings and infrastructure.
3	Assist in the restoration of gas, electric, and communications services.
4	Recommend priorities for water and other resource allocations, as needed.
5	Alert emergency personnel of the situation and obtain necessary resources.
6	Establish response operations and support personnel working in the EOC.
7	Maintain coordination and support among applicable agencies, organizations, and the private sector.
8	Channel all pertinent emergency information through the EOC.
9	Assist in evaluating losses, recommending measures for conservation of resources, and responding to needs on a priority basis.
10	Conduct restoration and maintenance operations until completion of repair services.
11	Maintain records of expenditures and document resources utilized during recovery.
12	Evaluate the status of support resources.
13	Establish priorities to clear roads, repair damaged water/sewer systems, and coordinate the provision of temporary sources of emergency power and water/sewer services.
14	Procure equipment, specialized labor, and transportation to repair or restore public works systems.
15	Coordinate with ESF-5 Emergency Management for the use of State resources.
16	Coordinate with ESF-4 Firefighting regarding the water supply for firefighting operations.
Recovery (Post Event) Actions for ESF-3 Public Works and Engineering	
1	Participate in after-action meetings.
2	Coordinate with damage assessment teams to condemn, demolish, and dispose of structures that present a safety hazard to the public.
3	Establish response operations and support personnel working in the EOC.
4	Maintain coordination and support among applicable agencies, organizations, and the private sector.
5	Channel all pertinent emergency information through the EOC.

Supporting: Douglas County Development Services - Development Control Division	
6	Assist in evaluating losses, recommending measures for conservation of resources, and responding to needs on a priority basis.
7	Conduct restoration and maintenance operations until completion of repair services.
8	Maintain records of expenditures and document resources utilized during recovery.
9	Repair damaged water/sewer systems and coordinate the provision of temporary sources of emergency power and water/sewer services.
10	Conduct an immediate damage assessment to identify the requirements for the restoration of water and sewer services, repair of critical infrastructure and debris management. Coordinate with ESF-12 Energy for public utility damage assessment information.
11	Evaluate the status of support resources.
12	Establish priorities to clear roads, repair damaged water/sewer systems, and coordinate the provision of temporary sources of emergency power and water/sewer services.
13	Procure equipment, specialized labor, and transportation to repair or restore public works systems.
14	Coordinate with ESF-5 Emergency Management for the use of State resources.
15	Coordinate with ESF-4 Firefighting regarding the water supply for firefighting operations.
16	Evaluate and record high water elevations resulting from major flood occurrences.
17	Assist the public and contractors with the building process, requirements, codes, etc. related to any required reconstruction of structures.
18	Evaluate and record damages to structures as a result of disasters.
Mitigation Actions for ESF-3 Public Works and Engineering	
1	Participate in mitigation planning team meetings and work with local emergency management to promote community preparedness.
2	Identify critical facilities and recommend mitigation activities to those facilities.
3	Review safety and structural inspections for public works in the context of improving hazard resiliency.

Supporting: Douglasville-Douglas County Water and Sewer Authority	
Preparedness (Pre-Event) Actions for ESF-3 Public Works and Engineering	
1	Identify key land and water routes and plan to reestablish these if interrupted by a disaster.
2	Identify alternate or backup public works systems and facilities, including wastewater treatment facilities, power plants, pipelines, and bridges.
3	Identify critical infrastructure within FEMA designated 100- and 500-year floodplains.
4	Assist with providing potable and non-potable water and ice into the disaster area if local supplies become inadequate.
5	Identify, locate, and/or procure chemicals to maintain a potable water supply.
6	Protect, maintain, and enhance the environment, public health, safety, and welfare of the general public as it relates to DDWSA responsibilities.
Response (During Event) Actions for ESF-3 Public Works and Engineering	
1	Perform priority repairs to local water and wastewater systems.
2	Recommend priorities for water and other resource allocations, as needed.
3	Maintain records of expenditures and document resources utilized during recovery.
Recovery (Post Event) Actions for ESF-3 Public Works and Engineering	

Supporting: Douglasville-Douglas County Water and Sewer Authority	
1	Maintain records of expenditures and document resources utilized during recovery.
2	Conduct an immediate damage assessment to identify the requirements for the restoration of water and sewer services, repair of critical infrastructure, and debris management on DDCWSA propery.

Douglas County Public Works	
Response (During Event) Actions for ESF-3 Public Works and Engineering	
1	Maintain records of expenditures and document resources utilized during recovery.
2	Coordinate with ESF-5 Emergency Management and ESF-10 Oil and Hazardous Materials about the removal of hazardous material debris, coordinating with regional and Federal authorities as necessary.
Recovery (Post Event) Actions for ESF-3 Public Works and Engineering	
1	Maintain records of expenditures and document resources utilized during recovery.

IV. Financial Management

ESF-3 is responsible for coordinating with Douglas County Finance to manage expenses relevant to an incident.

During a response, each agency/department funds disaster operations from their current operating budget and are responsible for recording and tracking agency expenditures. If a Federally declared disaster exists, each agency is responsible for seeking reimbursement in accordance with the formulas developed and maintained by the Federal Emergency Management Agency (FEMA) via the FEMA/State agreement.

Expenditures by support agencies will be documented by those agencies and submitted directly to Douglas County Finance or a designated Finance Service Officer as soon as possible.

V. References and Authorities

References:

1. Developing and Maintaining Emergency Operations Plans: Comprehensive Preparedness Guide (CPG) 101 - September 2021, Version 3.0
2. National Incident Management System, Third Edition - October 2017
3. National Response Framework, Fourth Edition - October 28, 2019

Authorities:

1. Robert T. Stafford Disaster Relief and Emergency Assistance Act, Public Law 93-288, as amended - https://www.fema.gov/sites/default/files/2020-03/stafford-act_2019.pdf
2. Georgia Emergency Management Act of 1981, as amended
3. Douglas County Board of Commissioners - Douglas County, Georgia - Code of Ordinances, Chapter 7.7 - Emergency Management
4. Code of Ordinances of the City of Douglasville, GA - Chapter 30 - Civil Emergencies

A Presidentially declared disaster is generally required for Federal agencies to become involved in disaster response and assistance. The Governor must declare a state of emergency and request a Presidential Disaster Declaration under the Robert T. Stafford Disaster Relief and Emergency Assistance Act, as amended, through the regional FEMA office. This request is evaluated and then forwarded to the national office and then on to the President's desk for approval. A more complete description can be found within the Department of Homeland Security's National Response Framework, Fourth Edition.

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ESF-4 Firefighting

Coordinating Agency:
Douglas County Fire/EMS Department

Primary Agency:
Douglas County Fire/EMS Department

Support Agency:
Georgia Forestry Commission

I. Purpose and Scope

This emergency support function (ESF) of Firefighting provides fire service coordination and support services for any related incidents in Douglas County.

A. Purpose

ESF-4 Firefighting provides a comprehensive mechanism to ensure appropriate utilization of local fire resources before and after the impact of a disaster. This will include, but is not limited to, the detection and suppression of urban, rural, and wildland fires resulting from or occurring coincidentally with a significant natural or man-made disaster.

B. Scope

ESF-4 involves the management and coordination of firefighting resources in the detection and suppression of fires, during rescue situations, and when mobilizing and coordinating personnel, equipment, and supplies in support of local entities. ESF-10 Oil and Hazardous Materials Response will be collocated with ESF-4 and is an integral component of the function of ESF-4. In preparation for and execution of its fire protection mission, ESF-4 will:

1. Preparedness
    a. Maintain current inventories of fire service facilities, equipment, and personnel throughout the County.
    b. Organize and train fire service emergency teams to rapidly respond to requests for assistance.
    c. Monitor weather and hazardous conditions that contribute to increased fire danger.
    d. Maintain personnel and equipment in a state of readiness appropriate to existing and anticipated emergency conditions to include mobilizing resources and staging them at various locations.
    e. Based on hazardous conditions, conduct fire prevention and education activities for the public.
    f. Participate in exercises and training to validate this annex and supporting Standard Operating Procedures (SOPs).
    g. Ensure all ESF-4 personnel integrate National Incident Management System (NIMS) and Incident Command System (ICS) principles in all planning and preparedness initiatives.

2. Response
    a. Support local fire departments and the Georgia Forestry Commission with appropriate resources to include mobilizing and deploying firefighting teams and resources as needed.
    b. Coordinate with GEMA/HS for the use of State assets to support firefighting operations.
    c. Monitor status of firefighting resources committed to an incident.
    d. Maintain staging area locations.
    e. Plan for and establish relief resources to replace or rotate with committed resources for extended operations.
    f. Support fire investigations, as requested.
    g. Obtain and submit fire situation and damage assessment reports and provide information to the Emergency Operations Center (EOC).
    h. Establish communications with the State Regional Fire Coordinator, when activated, to coordinate fire service response beyond the capability of the County.
    i. When the situation dictates, coordinate with GEMA/HS and GEMA/HS State Operations Center to invoke mutual aid agreements.
    j. Require supporting agencies maintain appropriate records of costs incurred during an incident.
    k. Document any lost or damaged equipment and any personnel or equipment accidents.
3. Recovery
    a. Maintain adequate resources to support local operations and plan for a reduction of resources.
    b. Conduct reviews of incident actions with teams involved to improve future operations.
    c. Inventory lost or damaged equipment and record any personnel injuries or equipment accidents.
    d. Anticipate and plan for the arrival of and coordination with State ESF-4 personnel in the EOC and the Joint Field Office (JFO).
    e. Inform agencies that provided resources where to send records for costs incurred during an incident.
4. Mitigation
    a. Support and plan for mitigation measures.
    b. Support requests and directives from the state concerning mitigation and/or redevelopment activities.
    c. Document matters that may be needed for inclusion in agency or State/Federal briefings, situation reports, and action plans.

II. Concept of Operations

A. General

The ESF-4 coordinating agency will develop and maintain SOPs in cooperation with Douglas County EMA, primary, and support agencies. Periodic training and exercises will be used to enhance capabilities and effectiveness. ESF-4 will work with its support agency counterparts to seek and procure resources, plan, coordinate, and/or direct the use of any requested assets in the event an incident occurs that requires local State mutual aid assistance.

Throughout the response and recovery periods, ESF-4 agencies will evaluate and analyze information regarding fire detection and suppression and prevention requests in addition to developing and updating situational information and status in the impacted area and performing contingency planning to meet anticipated demands and/or needs.

Mitigation / Preparedness Actions:

1. Keep abreast of fire and weather forecasting information and maintain a state of readiness.
2. Implement efficient and effective MOUs among local fire agencies.
3. Establish reliable communications and incident command systems between support agencies both for the incident site and EOC.
4. Recruit, train, and designate fire service personnel to serve in the Douglas County EOC.
5. Participate in drills and exercises to evaluate fire service response capability.

Response / Recovery Actions:

1. Maintain a list of current fire service agencies and resource capabilities.
2. Coordinate fire services support among and between the EOC, functional support agencies, organizations, and the State Operations Center.
3. Obtain, maintain, and provide fire situation and damage assessment information.
4. Channel fire service information for public release through the EOC.
5. Conduct firefighting operations.
6. Provide technical assistance and advice in the event of fires that involve hazardous materials.

B. Direction and Control

Douglas County Fire/EMS Department is the ESF-4 coordinating agency. The staff member serving as Coordinator is appointed by and located within Douglas County Fire/EMS Department. When support is necessary, the Coordinator coordinates all aspects of ESF-4. ESF-4 is compliant with both the National Response Framework (NRF) and NIMS, and, as such, guides the direction and control system adopted by Douglas County EMA. Douglas County EMA functions as the official disaster prevention, protection, mitigation, response, and recovery organization within Douglas County.

ESF-4 may operate at two levels: 1) Douglas County EOC; and/or 2) field operations.

During emergency activations, all management decisions about firefighting are made at the Douglas County EOC by the Coordinator. In accordance with mission assignment, each primary and/or support organization assisting in the deployment of ESF-4 will retain administrative control over its own resources and personnel but will remain under the operational control of ESF-4. Mission operational control may be delegated to the field by Douglas County EOC.

C. Organization

1. County
    a. When Douglas County EOC activates, personnel from both primary and support agencies are integrated with Douglas County Fire/EMS Department staff to provide support.
    b. During an emergency or disaster, ESF-4 falls under the purview of the Infrastructure Support Branch within the Operations Section.
    c. During the response phase, Douglas County EOC evaluates and analyzes information about firefighting service requests. ESF-4 also develops and updates assessments of firefighting services in the impacted area and undertakes contingency planning to meet any anticipated firefighting requirements.
    d. Douglas County EMA develops and maintains this Annex with input from Douglas County Fire/EMS Department. Douglas County Fire/EMS Department will also develop and maintain any accompanying appendices, annexes, and standard operating guidelines that govern response actions related to emergencies. Primary and support agencies should likewise develop and maintain their own similar documents for internal use. Such documents must also be NRF, NIMS, ICS, and EOP compliant.
    e. Testing of this ESF is outlined in Annex E: Testing, Training, and Exercises / Plan Maintenance.
2. State of Georgia
    a. When the GEMA/HS State Operations Center activates, the Georgia Forestry Commission is the designated lead agency for State firefighting efforts and may provide a liaison to local emergency operations centers to facilitate any requests for firefighting resource requests.

D. Alerts and Notifications

1. Douglas County Fire/EMS Department will notify Douglas County EMA when information comes to their attention that indicates an incident is imminent or developing.
2. ESF-4 will activate or enter standby upon notification by Douglas County EOC. Representatives or designees from Douglas County Fire/EMS Department will manage incident activities.
3. Once instructions are received to activate or place staff on standby, Douglas County Fire/EMS Department will implement notification procedures, and mobilize all personnel, facilities, and physical resources likely to be needed, if necessary.

E. Actions

Any actions carried out are grouped into the phases of emergency management: Preparedness, Response, Recovery, and Mitigation. Each phase requires specific skills and knowledge to accomplish tasks and requires significant cooperation and collaboration between all agencies.

Overall Actions Assigned to All Members *Preparedness (Pre-Event) Actions for ESF-4 Firefighting*	
1	Maintain current inventories of fire service facilities, equipment, and personnel throughout the County.
2	Organize and train fire service emergency teams to rapidly respond to requests for assistance.
3	Monitor weather and hazardous conditions that contribute to increased fire danger.
4	Maintain personnel and equipment in a state of readiness appropriate to existing and anticipated emergency conditions to include mobilizing resources and staging them at various locations.
5	Based on hazardous conditions, conduct fire prevention and education activities for the public.
6	Participate in exercises and training to validate this annex and supporting SOPs.
7	Ensure all ESF-4 personnel integrate NIMS and ICS principles in all planning and preparedness initiatives.

Overall Actions Assigned to All Members *Response (During Event) Actions for ESF-4 Firefighting*	
1	Support local fire departments and the Georgia Forestry Commission with appropriate resources to include mobilizing and deploying firefighting teams and resources as needed.
2	Coordinate with GEMA/HS for the use of State assets to support firefighting operations, if needed.
3	Monitor status of firefighting resources committed to an incident.
4	Maintain staging area locations.
5	Plan for and establish relief resources to replace or rotate with committed resources for extended operations.
6	Support fire investigations, as requested.
7	Obtain and submit fire situation and damage assessment reports and provide information to EOC.
8	Establish communications with the State Regional Fire Coordinator, when activated, to coordinate fire service response beyond the capability of County.
9	When the situation dictates, coordinate with GEMA/HS and/or GEMA/HS SOC to invoke mutual aid agreements.
10	Require supporting agencies maintain appropriate records of cost incurred during an event.
11	Document any lost or damaged equipment, any personnel or equipment accidents.

Overall Actions Assigned to All Members *Recovery (Post Event) Actions for ESF-4 Firefighting*	
1	Maintain adequate resources to support local operations and plan for a reduction of resources.
2	Conduct reviews of incident actions with teams involved to improve future operations.

Overall Actions Assigned to All Members *Recovery (Post Event) Actions for ESF-4 Firefighting*	
3	Inventory lost or damaged equipment and record any personnel injuries or equipment accidents.
4	Anticipate and plan for arrival of and coordination with State ESF-4 personnel in the EOC and the JFO.
5	Inform agencies that provided resources where to send records for costs incurred during an event.

Overall Actions Assigned to All Members *Mitigation Actions for ESF-4 Firefighting*	
1	Support and plan for mitigation measures.
2	Support requests and directives from the state concerning mitigation and/or redevelopment activities.
3	Document matters that may be needed for inclusion in agency or state/federal briefings, situation reports, and action plans.

F. Special Tasks

Evacuation Movement Plans:

1. Maintain two-way traffic when possible to allow emergency response personnel access to the incident site.
2. Set-up traffic control points at road intersections. Notify Traffic Engineer to begin controlling traffic lights at designated intersections.
3. Ensure that the initial routes and movements during a hazardous materials incident are upwind from the incident site.
4. The Incident Commander is responsible for evacuation operations inside the incident site perimeter.
5. Identify assembly points for picking up people that do not have their own transportation.
6. Estimate the traffic capacity of each designated evacuation route.
7. Select evacuation routes from risk area to designated mass care facilities.
8. Examine access to evacuation routes from each part of the risk area.
9. Identify potential evacuation routes.

III. Responsibilities

A. ESF Role Aligned to Core Capabilities

The following table lists the response capability that ESF-4 most directly supports, along with the related ESF-4 actions supporting the capability.

Core Capability	ESF-4 Firefighting
Fire Management and Suppression	• Provide structural, wildland, and specialized firefighting capabilities to manage and suppress fires of all types, kinds, and complexities while protecting the lives, property, and environment of the affected area. This includes, among other things:

Core Capability	ESF-4 Firefighting
	○ Urban and Rural Fire Suppression ○ Wildland Fire Suppression
Situational Assessment	• Provide all decision-makers with decision-relevant information regarding the nature and extent of the hazard, any cascading effects, and the status of the response. This includes, among other things: ○ Size, scope, and potential cascading effects

B. Responsibilities

The ESF-4 Coordinating Agency is Douglas County Fire/EMS Department. Within the Douglas County EOC, the Douglas County Fire/EMS Department Coordinator serves dual roles as both the Coordinating and Primary Agency Coordinator for firefighting-based operations.

The following list identifies the responsibilities delegated to each agency/organization with ESF-4. The Coordinating and Primary Agency's responsibilities are listed first. The Supporting Agencies follow in alphabetical order.

Coordinating: Douglas County Fire/EMS Department	
Preparedness (Pre-Event) Actions for ESF-4 Firefighting	
1	Determine and categorize the nature and scope of disasters or incidents by scale in advance and in conjunction with the EOC Director.
2	Coordinate with ESF-3 Public Works and Engineering and ESF-7 Logistics for procurement of surge resources.
3	Develop and test emergency communication procedures.
4	Keep abreast of fire and weather forecasts, and maintain a state of readiness.
5	Implement efficient and effective MOUs among local fire agencies.
6	Establish reliable communications and incident command systems between support agencies.
7	Recruit, train, and designate fire department personnel to serve in the EOC.
8	Participate in drills and exercises to evaluate fire department response capability.
9	Develop plans, programs, and agreements on fire-related public safety protection activities.
10	Conduct fire code inspections and coordinate with appropriate personnel for building inspections and compliance.
11	Develop and maintain water supply plans.
12	Conduct plan reviews to reduce hazards.
13	Develop educational programs and life safety training programs.
14	Develop and/or maintain personnel accountability system.
15	Review plans and procedures with key personnel and make revisions and changes.
Response (During Event) Actions for ESF-4 Firefighting	
1	Start a Unit Log (ICS 214) to hand-record anything not covered in this checklist.
2	Provide resource and field support for emergency responders.
3	Coordinate the prepositioning of resources with other agencies.
4	Coordinate and direct the activation and deployment of fire service personnel, supplies and equipment.

Coordinating: Douglas County Fire/EMS Department	
5	Alert and activate off-duty and auxiliary personnel as required by the incident.
6	Identify any needed specialized resources that are unavailable to responding entities.
7	Determine resource needs generated by the incident.
8	Coordinate with ESF-10 Oil and Hazardous Materials Response if appropriate for exposure response during incident.
9	Anticipate potential needs or problems and begin alerting appropriate resources to stand by.
10	Coordinate the management of air resources with other agencies.
11	Alert administrative personnel, as needed.
12	Maintain existing equipment and follow established procedures for communicating with organization personnel performing field operations.
13	Assist with evacuations.
14	Participate in EOC briefings, incident action plans, situation reports, and meetings.
15	Coordinate the activation of mutual aid agreements.
16	If more than one shift is needed, prepare and post a shift schedule.
17	Once resources are requested, provide for direct liaison with fire chiefs in affected areas to coordinate requests for specific assistance.
18	Maintain a list of current fire service agencies and resource capabilities.
19	Coordinate fire department support among and between the EOC, functional support agencies, organizations, and SOC.
20	Obtain, maintain, and provide fire situation and damage assessment information.
21	Channel fire department information for public release through EOC.
22	Conduct firefighting operations.
23	Provide technical assistance and advice in the event of fires that involve hazardous materials.
24	Continue fire service operations through reentry.
25	Maintain records of expenditures and document resources utilized during recovery.
26	Establish and implement on-scene management for firefighting using ICS.
27	Establish objectives, assess resource requirements, and request additional resources when needed.
28	Initiate treatment of victims.
29	Conduct overhaul of scene when needed and preserve incident scene as much as possible for investigators.
Recovery (Post Event) Actions for ESF-4 Firefighting	
1	Continue to perform tasks necessary to expedite restoration and recovery operations.
2	Return borrowed resources and those obtained through agreement, lease, or rental when those resources are no longer required.
3	Provide documentation of recovery activities for financial reimbursement.
4	Participate in after-action meetings.
5	Support clean up and restoration activities.
6	Clean, repair, and perform maintenance on all equipment before returning to normal operations or storage.
7	Maintain a list of current fire service agencies and resource capabilities.
8	Coordinate fire department support among and between the EOC, functional support agencies, organizations, and SOC.

Coordinating: Douglas County Fire/EMS Department	
9	Obtain, maintain, and provide fire situation and damage assessment information.
10	Channel fire department information for public release through EOC.
11	Conduct firefighting operations.
12	Provide technical assistance and advice in the event of fires that involve hazardous materials.
13	Continue fire service operations through reentry.
14	Maintain records of expenditures and document resources utilized during recovery.
15	Conduct overhaul of scene when needed and preserve incident scene as much as possible for investigators.
Mitigation Actions for ESF-4 Firefighting	
1	Participate in the hazard identification process and identify and correct vulnerabilities.
2	Participate in mitigation planning team meetings and work with local emergency management to promote community preparedness.
3	Coordinate inspection of private sector buildings and residences in accordance with code and mitigation plan requirements.
4	Provide a representative for the updating of the hazard mitigation plan.
5	Identify responsibilities for liaison roles with state and neighboring communities' communications officials.
6	Develop fire safety programs that include disaster situations and present them to the public.
7	Participate in HSEEP training, drills, and exercises.
8	Develop mutual aid and other support agreements with surrounding jurisdictions and foster private sector relationships.
9	Develop educational programs and life safety training programs.

Primary: Douglas County Fire/EMS Department	
Preparedness (Pre-Event) Actions for ESF-4 Firefighting	
1	Determine and categorize the nature and scope of disasters or incidents by scale in advance and in conjunction with the EOC Director.
2	Coordinate with ESF-3 Public Works and Engineering and ESF-7 Logistics for procurement of surge resources.
3	Develop and test emergency communication procedures.
4	Keep abreast of fire and weather forecasts, and maintain a state of readiness.
5	Implement efficient and effective MOUs among local fire agencies.
6	Establish reliable communications and incident command systems between support agencies.
7	Recruit, train, and designate fire department personnel to serve in the EOC.
8	Participate in drills and exercises to evaluate fire department response capability.
9	Develop plans, programs, and agreements on fire-related public safety protection activities.
10	Conduct fire code inspections and coordinate with appropriate personnel for building inspections and compliance.
11	Develop and maintain water supply plans.
12	Conduct plan reviews to reduce hazards.
13	Develop educational programs and life safety training programs.
14	Develop and/or maintain personnel accountability system.

Primary: Douglas County Fire/EMS Department	
15	Review plans and procedures with key personnel and make revisions and changes.
Response (During Event) Actions for ESF-4 Firefighting	
1	Start a Unit Log (ICS 214) to hand-record anything not covered in this checklist.
2	Provide resource and field support for emergency responders.
3	Coordinate the prepositioning of resources with other agencies.
4	Coordinate and direct the activation and deployment of fire service personnel, supplies and equipment.
5	Alert and activate off-duty and auxiliary personnel as required by the incident.
6	Identify any needed specialized resources that are unavailable to responding entities.
7	Determine resource needs generated by the incident.
8	Coordinate with ESF-10 Oil and Hazardous Materials Response if appropriate for exposure response during incident.
9	Anticipate potential needs or problems and begin alerting appropriate resources to stand by.
10	Coordinate the management of air resources with other agencies.
11	Alert administrative personnel, as needed.
12	Maintain existing equipment and follow established procedures for communicating with organization personnel performing field operations.
13	Assist with evacuations.
14	Participate in EOC briefings, incident action plans, situation reports, and meetings.
15	Coordinate the activation of mutual aid agreements.
16	If more than one shift is needed, prepare and post a shift schedule.
17	Once resources are requested, provide for direct liaison with fire chiefs in affected areas to coordinate requests for specific assistance.
18	Maintain a list of current fire service agencies and resource capabilities.
19	Coordinate fire department support among and between the EOC, functional support agencies, organizations, and SOC.
20	Obtain, maintain, and provide fire situation and damage assessment information.
21	Channel fire department information for public release through EOC.
22	Conduct firefighting operations.
23	Provide technical assistance and advice in the event of fires that involve hazardous materials.
24	Continue fire service operations through reentry.
25	Maintain records of expenditures and document resources utilized during recovery.
26	Establish and implement on-scene management for firefighting using ICS.
27	Establish objectives, assess resource requirements, and request additional resources when needed.
28	Initiate treatment of victims.
29	Conduct overhaul of scene when needed and preserve incident scene as much as possible for investigators.
Recovery (Post Event) Actions for ESF-4 Firefighting	
1	Continue to perform tasks necessary to expedite restoration and recovery operations.
2	Return borrowed resources and those obtained through agreement, lease, or rental when those resources are no longer required.
3	Provide documentation of recovery activities for financial reimbursement.

Primary: Douglas County Fire/EMS Department	
4	Participate in after-action meetings.
5	Support clean up and restoration activities.
6	Clean, repair, and perform maintenance on all equipment before returning to normal operations or storage.
7	Maintain a list of current fire service agencies and resource capabilities.
8	Coordinate fire department support among and between the EOC, functional support agencies, organizations, and SOC.
9	Obtain, maintain, and provide fire situation and damage assessment information.
10	Channel fire department information for public release through EOC.
11	Conduct firefighting operations.
12	Provide technical assistance and advice in the event of fires that involve hazardous materials.
13	Continue fire service operations through reentry.
14	Maintain records of expenditures and document resources utilized during recovery.
15	Conduct overhaul of scene when needed and preserve incident scene as much as possible for investigators.
Mitigation Actions for ESF-4 Firefighting	
1	Participate in the hazard identification process and identify and correct vulnerabilities.
2	Participate in mitigation planning team meetings and work with local emergency management to promote community preparedness.
3	Coordinate inspection of private sector buildings and residences in accordance with code and mitigation plan requirements.
4	Provide a representative for the updating of the hazard mitigation plan.
5	Identify responsibilities for liaison roles with state and neighboring communities' communications officials.
6	Develop fire safety programs that include disaster situations and present them to the public.
7	Participate in HSEEP training, drills, and exercises.
8	Develop mutual aid and other support agreements with surrounding jurisdictions and foster private sector relationships.
9	Develop educational programs and life safety training programs.

Supporting: Georgia Forestry Commission	
Response (During Event) Actions for ESF-4 Firefighting	
1	Provide resources and coordination through mutual aid, as requested from the Douglas County EOC and/or Georgia State Operations Center.
Recovery (Post Event) Actions for ESF-4 Firefighting	
1	Provide resources and coordination through mutual aid, as requested from the Douglas County EOC and/or Georgia State Operations Center.

IV. Financial Management

ESF-4 is responsible for coordinating with Douglas County Finance to manage expenses relevant to an incident.

During a response, each agency/department funds disaster operations from their current operating budget and are responsible for recording and tracking agency expenditures. If a Federally declared disaster exists, each agency is responsible for seeking reimbursement in accordance with the formulas developed and maintained by the Federal Emergency Management Agency (FEMA) via the FEMA/State agreement.

Expenditures by support agencies will be documented by those agencies and submitted directly to Douglas County Finance or a designated Finance Service Officer as soon as possible.

V. References and Authorities

References:

1. Developing and Maintaining Emergency Operations Plans: Comprehensive Preparedness Guide (CPG) 101 - September 2021, Version 3.0
2. National Incident Management System, Third Edition - October 2017
3. National Response Framework, Fourth Edition - October 28, 2019

Authorities:

1. Robert T. Stafford Disaster Relief and Emergency Assistance Act, Public Law 93-288, as amended - https://www.fema.gov/sites/default/files/2020-03/stafford-act_2019.pdf
2. Georgia Emergency Management Act of 1981, as amended
3. Douglas County Board of Commissioners - Douglas County, Georgia - Code of Ordinances, Chapter 7.7 - Emergency Management
4. Code of Ordinances of the City of Douglasville, GA - Chapter 30 - Civil Emergencies

A Presidentially declared disaster is generally required for Federal agencies to become involved in disaster response and assistance. The Governor must declare a state of emergency and request a Presidential Disaster Declaration under the Robert T. Stafford Disaster Relief and Emergency Assistance Act, as amended, through the regional FEMA office. This request is evaluated and then forwarded to the national office and then on to the President's desk for approval. A more complete description can be found within the Department of Homeland Security's National Response Framework, Fourth Edition.

ESF-5 Emergency Management

Coordinating Agency:
Douglas County EMA

Primary Agency:
Douglas County EMA

Support Agency:
GEMA/HS

I. Purpose and Scope

The Emergency Management support function involves direction and coordination, operations, and follow-through during an emergency or a disaster.

A. Purpose

ESF-5 Emergency Management is responsible for supporting overall activities of Douglas County for incident management regarding all natural, technological, and human-caused disasters. ESF-5 coordinates all prevention, preparedness, response, recovery, and mitigation activities within Douglas County. ESF and Douglas County EMA provide the core emergency management, planning, financial, and administrative functions in support of the Douglas County EOC.

ESF serves as the coordinating ESF for all County agencies, organizations, and private industry partners committed to supporting Douglas County through the Douglas County EOC and which are listed in the EOP. ESF will identify resources for alert, activation, and subsequent deployment for quick and effective response when necessary to support local agencies as appropriate. During all phases of a natural, technological, or human-caused disaster, ESF is responsible for the finance, administration, and planning functions as prescribed by the National Incident Management System (NIMS) and the Incident Command System (ICS) for all incidents requiring County response. Through Douglas County EMA leadership, ESF shall serve as the primary element to oversee the alert and notification process, staffing, and deployment of County resources through the Douglas County EOC and will coordinate all other activities with other ESFs as appropriate. During activations of the EOP and the Douglas County EOC, ESF-5 is expected to serve as the link between the Unified Command assembled to manage the County's response and the Executive Leadership of Douglas County. In doing so, ESF-5 shall determine incident objectives and goals and develop the appropriate plans and procedures to achieve those goals.

B. Scope

This ESF is structured to coordinate overall information and planning activities from the Douglas County EOC in support of response and recovery operations. ESF-5 assimilates incident information when the Douglas County EOC is activated from municipal representatives and activated ESFs. Activities within this scope of this function include:

1. General

   a. Supporting ESFs across the spectrum of incident management from prevention to response and recovery.
   b. Facilitating information flow in the preparedness phase in order to place assets on alert or to preposition assets for quick response.
   c. Coordinating those functions that are critical to support and facilitate multi-agency planning and coordination for operations involving potential and actual disasters and emergencies.
   d. Utilizing alert and notification measures to assist in incident action planning, coordination of operations, logistics and material, direction and control, information management, facilitation of requests for State assistance, resource acquisition and management (to include allocation and tracking), worker safety and health, facilities management, financial management, and other support as required.

2. Preparedness
   a. Develop procedures and formats for information gathering and reporting to include procedures for Situation Report (SITREP) format and submission.
   b. Train support agencies on roles and responsibilities.
   c. Develop information displays within the EOC.
   d. Ensure that weather products are up-to-date and available for use in the SITREP.
   e. Participate in exercises and training to ensure that planning functions are carried out to support this ESF and related SOPs.
   f. Ensure that all ESF-5 personnel integrate NIMS and ICS principles in all planning and preparedness initiatives.
3. Response
   a. Notify all ESF-5 supporting agencies upon activation.
   b. Assign duties to support agency personnel and provide training as required.
   c. Coordinate Douglas County EOC effort in collecting, processing, reporting, and displaying essential information to include in the development of the SITREP.
   d. Conduct planning to identify priorities, develop approaches, and devise recommended solutions for future response operations.
   e. Provide weather information and briefings to the EOC and others as required.
   f. Plan for support of mobilization sites, staging areas, and distribution points.
   g. Coordinate the reception of State personnel.
   h. Plan for the transition to the Joint Field Office (JFO) and recovery operations.
4. Recovery
   a. Continue information gathering and processing.
   b. Collect and process information concerning recovery activities to include anticipating types of recovery information the EOC and other government agencies will require.
   c. Assist in the transition of direction and control from the EOC to the JFO.

d. Anticipate and plan for the support and establishment of staging areas, distribution sites in coordination with ESF-7 Logistics Management and Resource Support and other local, State, and/or Federal emergency work teams and activities in the impacted area.
e. Operate ESF-5 cells in both the EOC and JFO, as required.
f. Perform ESF-14 Cross-Sector Business and Infrastructure planning functions in the EOC until ESF is established at the JFO.
g. Ensure that ESF-5 personnel or their agencies maintain appropriate records of costs incurred during the incident.

5. Mitigation
    a. Support and plan for mitigation measures.
    b. Support requests and directives from the State concerning mitigation and/or re-development activities.
    c. Document matters that may be needed for inclusion in agency or State/Federal briefings, situation reports, and action plans.

II. Concept of Operations

A. General

Standard Operating Procedures (SOPs) will be developed and maintained by the Coordinating Agencies for ESF-5, in cooperation with Douglas County EMA. This function will also involve Primary and Support Agencies. Periodic training and exercises will be used to enhance capabilities and effectiveness. In an incident requiring local or State mutual aid assistance, ESF-5 will work with its support agency counterparts to seek and procure, plan, coordinate, and/or direct the use of requested assets.

This ESF provides operational guidance to those who are assigned to work withinESF-5. The mission of this ESF is to collect, process, and disseminate information about an actual or potential disaster situation and to facilitate the overall activities of response and recovery. It is also used to make appropriate notifications and interface with other local and State entities.

Developing an effective and sustainable capability for Douglas County will be guided by:

1. Robust information and planning systems that provide a common operating picture to all members engaged in a response. Information needs should be defined by each jurisdiction/organization.
2. Procedures and protocols for the release of warning, incident notifications, public communications, and other critical information that are disseminated through a defined combination of networks used by the Douglas County EOC.
3. Deliberate planning during the steady-state to manage risks and execute support functions along with crisis action planning activities during an actual or potential incident.

B. Direction and Control

Douglas County EMA is the ESF-5 coordinating agency. The staff member(s) serving as Coordinator is/are appointed by and located with Douglas County EMA. When support is necessary, the Coordinator(s) coordinates all aspects of ESF-5. ESF-5 is compliant with both the National Response Framework (NRF) and NIMS, and, as such, guides the incident command system adopted by Douglas County EMA. Douglas County EMA functions as the official disaster prevention, protection, mitigation, response, and recovery organization within Douglas County.

ESF-5 may operate at two levels: 1) Douglas County EOC; and/or 2) field operations.

During emergency activations, all management decisions regarding emergency management for Douglas County are made at the Douglas County EOC by the coordinator(s). In accordance with mission assignment, each primary and/or support agency assisting in the deployment of ESF-5 will retain administrative control over its own resources and personnel but will remain under the operational control of ESF-5. Mission operational control may be delegated to the field by the Douglas County EOC.

C. Organization

1. County
    a. When Douglas County EOC activates, personnel from both primary and support agencies are integrated with Douglas County EMA staff to provide support.
    b. During an emergency or disaster, staffing will be established in accordance with the EOC organizational chart found in the Base Plan.
    c. Douglas County EMA develops and maintains accompanying appendices, annexes, and SOPs that govern response actions related to emergencies. All documents must be compliant with the NRF, NIMS, ICS, and Douglas County EOP.
    d. Testing of this ESF is outlined in Annex E: Testing, Training, and Exercises / Plan Maintenance.
2. State of Georgia
    a. When the GEMA/HS State Operations Center is activated, GEMA/HS is the designated lead agency and may provide a liaison as needed to facilitate requests for emergency management resources to local emergency operations centers.
    b. GEMA/HS develops and maintains ESF-5.

D. Alerts and Notifications

1. Douglas County EMA will notify Douglas County EMA when information arises indicating that an emergency or disaster is imminent or developing.
2. ESF-5 will activate or enter standby upon notification by Douglas County EOC. Representatives or designees from Douglas County EMA will manage incident activities.
3. Once instructions are received to activate or enter standby, Douglas County EMA will implement notification procedures and mobilize all personnel, facilities, and physical resources likely to be needed.

E. Actions

Any actions carried out are grouped into the phases of emergency management: Preparedness, Response, Recovery, and Mitigation. Each phase requires specific skills and knowledge to accomplish tasks and requires significant cooperation and collaboration between all agencies and the intended service recipients.

In general, ESF-5 actions are designed to:

1. Provide technical information on plans, SOPs, research, and support.
2. Collect, process, and disseminate essential information to EOC staff.
3. Develop briefings, displays, and plans.
4. Consolidate key information into reports and other materials and describe and document overall response activities and inform appropriate authorities of the status of the overall response operations.
5. Maintain displays of key information such as maps, charts and status boards, and computer bulletin boards or electronic mail, as available.
6. Establish a pattern of information flow and support of the action planning process initiated by the Command Staff.
7. Provide logistical support for EOC staffing and facility needs.
8. Establish a historical records collection and event reconstruction process.
9. Generate various reports and releases to support operations.
10. Coordinate Incident Action Planning to support operations.
11. Support the implementation of mutual aid agreements to ensure a seamless resource response to affected jurisdictions.
12. May follow established protocol to request additional State or Federal assistance under the Stafford Act. Communication will be made through the Douglas County Emergency Manager and GEMA/HS based on the need and scope of the emergency.

Overall Actions Assigned to All Members *Preparedness (Pre-Event) Actions for ESF-5 Emergency Management*	
1	Maintain personnel, contact, and resource lists.
2	Develop procedures and formats for information gathering and reporting to include procedures for Situation Report (SITREP) format and submission.
3	Train support agencies on roles and responsibilities.
4	Develop information displays within the EOC.
5	Ensure that weather products are up-to-date and available for use in the SITREP.
6	Participate in exercises and training to ensure that planning functions are carried out to support this ESF and related SOPs.
7	Ensure that all ESF-5 personnel integrate NIMS and ICS principles in all planning and preparedness initiatives.
8	Identify responsibilities with GEMA/HS Area 7 Field Coordinator and adjacent county emergency management officials. **Area 7** Field Coordinator - Sheri Russo | 404.290.9105 | sheri.russo@gema.ga.gov If the Area 7 Field Coordinator cannot be reached, contact:

Overall Actions Assigned to All Members *Preparedness (Pre-Event) Actions for ESF-5 Emergency Management*	
	Area 6 Field Coordinator - Tim Reeve | 404.275.6277 | tim.reeve@gema.ga.gov **Area 4** Field Coordinator - Mandy Juarez | 404.210.9696 | mandy.juarez@gema.ga.gov **Area 1** Field Coordinator - Jonathan Jones | 404.345.8535 | jonathan.jones@gema.ga.gov **Area 3** Field Coordinator - Stephen Stierwalt | 404.281.4806 | stephen.stierwalt@gema.ga.gov

Overall Actions Assigned to All Members *Response (During Event) Actions for ESF-5 Emergency Management*	
1	Notify all ESF-5 supporting agencies upon activation.
2	Assign duties to support agency personnel and provide training as required.
3	Coordinate Douglas County EOC effort in collecting, processing, reporting, and displaying essential information to include in the development of the SITREP.
4	Conduct planning to identify priorities, develop approaches, and devise recommended solutions for future response operations.
5	Provide weather information and briefings to the EOC and others as required.
6	Plan for support of mobilization sites, staging areas, and distribution points.
7	Coordinate the reception of State personnel.
8	Plan for the transition to the Joint Field Office (JFO) and recovery operations.

Overall Actions Assigned to All Members *Recovery (Post Event) Actions for ESF-5 Emergency Management*	
1	Provide personnel and resources to support damage assessment teams.
2	Continue information gathering and processing.
3	Collect and process information concerning recovery activities to include anticipating types of recovery information the EOC and other government agencies will require.
4	Assist in the transition of direction and control from the EOC to the JFO.
5	Anticipate and plan for the support and establishment of staging areas and distribution sites in coordination with ESF-7 Logistics Management and Resource Support and other local, State, and/or Federal emergency work teams and activities in the impacted area.
6	Operate ESF-5 cells in both the EOC and JFO, as required.
7	Perform ESF-14 Cross-Sector Business and Infrastructure planning functions in the EOC until the ESF is established at the JFO.
8	Ensure that ESF-5 personnel or their agencies maintain appropriate records of costs incurred during the incident.

Overall Actions Assigned to All Members *Mitigation Actions for ESF-5 Emergency Management*	
1	Support and plan for mitigation measures.
2	Support requests and directives from the State concerning mitigation and/or re-development activities.
3	Document matters that may be needed for inclusion in agency or State/Federal briefings, situation reports, and action plans.

III. Responsibilities

A. ESF Role Aligned to Core Capabilities

The following table lists the response capability that ESF-5 most directly supports, along with the related ESF-5 actions supporting the capability.

Core Capability	ESF-5 Emergency Management
Planning	• Conduct a systematic process engaging the whole community as appropriate in the development of executable strategic, operational, and/or tactical-level approaches to meet defined objectives. This includes, among other things: ○ Developing and maintaining SOGs ○ Developing and maintaining MOAs ○ Participating in and/or conducting training and exercises to evaluate local capabilities
Situational Assessment	• Provide all decision-makers with decision-relevant information regarding the nature and extent of the hazard, any cascading effects, and the status of the response. This includes, among other things: ○ Maintaining situational awareness and developing a Common Operating Picture ○ Completing necessary reports ○ Incorporate information displays within the EOC

B. Responsibilities

The ESF-5 Coordinator is Douglas County EMA. Within the Douglas County EOC, Douglas County EMA Primary/Alternate Coordinator(s) will serve dual roles as ESF-5 Coordinator and the Primary Agency Emergency Coordinator for emergency management operations.

The following list identifies the responsibilities delegated to each agency/organization within ESF-5. The Coordinating and Primary Agency's responsibilities are list first. The Supporting Agencies follow in alphabetical order.

Coordinating: Douglas County EMA	
Preparedness (Pre-Event) Actions for ESF-5 Emergency Management	
1	Train support agencies on roles and responsibilities.
2	Develop information displays within the EOC.
3	Ensure weather products are up to date and available for use in the SITREP.
4	Ensure local response capabilities by conducting exercises and training.
5	Monitor potential or developing incidents and support any operations.
6	Maintain schedule for staffing and operating the EOC from activation to deactivation.
7	Identify a staging area for personnel and equipment in conjunction with ESF-6 and ESF-8.
8	Organize, train, and equip damage assessment teams prior to deployment to affected area(s).
9	Establish procedures for responding organizations to document incident expenditures.

Coordinating: Douglas County EMA	
10	Identify Points of Distribution (POD) site locations throughout the county. Coordinate with GEMA/HS to determine which resources are needed to maintain PODs.
11	Coordinate the overall efforts to collect, process, report, and display essential elements of information and facilitate support for planning response operations.
12	Distribute plans and reports to the State and other ESFs.
13	Ensure that expenditures and document resources utilized during response and recovery efforts are maintained and recorded.
Response (During Event) Actions for ESF-5 Emergency Management	
1	Support the preparation of Incident Action Plans and distribute as appropriate.
2	Identify and coordinate any resource needs for responding entities.
3	Review pre-determined critical resource pre-positioning requests for time-phased incidents
4	Coordinate communications and warnings radio frequencies.
5	Maintain logs of activities, communication, and resource deployments.
6	Determine operational planning and logistical requirements for next operational period.
7	Consider staffing and operational requirements for 24 hour operations.
8	Assign duties to support agency personnel and provide just-in-time training as required.
9	Coordinate EOC effort in collecting, processing, reporting and displaying essential information to include in the development of the SITREP.
10	Coordinate the overall efforts to collect, process, report, and display essential elements of information and facilitate support for planning response operations.
11	Identify priorities, develop approaches, and create recommended solutions for upcoming operational periods.
12	Provide weather information and briefings to the EOC and others as required.
13	Support mobilization sites, staging areas, and distribution points.
14	Coordinate the reception of state personnel.
15	Alert support agencies and other jurisdictions regarding potential emergency or disaster.
16	Activate and staff EOC according to event magnitude.
17	Coordinate operations and situational reporting to the State Operations Center.
18	Request logistical assistance from supporting agencies and MOUs partners, as necessary.
19	Identify Points of Distribution (POD) site locations throughout the county. Coordinate with GEMA/HS to determine which resources are needed to maintain PODs.
20	Anticipate and plan for the support of staging areas, distribution sites, opening of shelters (to include neighboring jurisdictions), in conjunction with ESF-6 and ESF-8.
21	Work with ESF-6 and ESF-8 to support the movement of people, including individuals with special needs, through coordination with appropriate agencies/organizations.
22	Coordinate damage assessment teams. Collect, record, and report information to the SOC.
23	Assign Damage Assessment Teams to survey impacts to the County.
24	Conduct or supervise Initial Damage Assessments and Rapid Damage Assessments as appropriate and compile preliminary damage assessment data and other relevant information for the EOC SITREP.
25	Maintain records of expenditures and document resources utilized during response and recovery.
26	Coordinate and/or participate in briefings, conference calls, etc., to maintain and provide situational awareness.

Coordinating: Douglas County EMA	
27	Provide updated information for ESF-15 External Affairs for distribution to the public and media.
28	Coordinate with each Support Agency through regular meetings to ensure planning functions are carried out to support this ESF.
29	Coordinate message flow within the EOC.
Recovery (Post Event) Actions for ESF-5 Emergency Management	
1	Douglas County EOC will notify GEMA/HS of decision to discontinue operations.
2	Establish and draft recovery plans to address building inspection requirements and priorities, emergency and temporary housing issues, business impacts (direct and indirect), debris management; route clearance, and utilities restoration.
3	Institute warning, recovery, reconstitution, mitigation and other long-term actions.
4	Perform pre- and post-disaster analyses of disaster impacts on buildings, infrastructure and the general population can be used to support mitigation decision-making.
5	Assign Damage Assessment Teams to survey impacts to the County.
6	Coordinate or perform damage assessments on infrastructure, transportation systems, facilities and equipment.
7	Provide continued situation reports to support recovery and damage assessment process.
8	Coordinate damage assessment teams. Collect, record, and report information to the SOC.
9	Conduct or supervise Initial Damage Assessments and Rapid Damage Assessments as appropriate and compile preliminary damage assessment data and other relevant information for the EOC SITREP.
10	Schedule and conduct after action meetings and after action reviews.
11	Participate in the development of After-Action Review/Improvement Plan.
12	Collect documentation for possible financial reimbursement process for recovery activities. Provide updates to eligible applicants on any disaster recovery programs.
13	Conduct recovery planning and coordinating with other agencies.
14	Recommend recovery priorities to local stakeholders and elected officials.
15	Coordinate operations and situational reporting to the State Operations Center.
16	Request logistical assistance from supporting agencies and MOUs partners, as necessary.
17	Work with ESF-6 and ESF-8 to support the movement of people, including individuals with special needs, through coordination with appropriate agencies/organizations.
18	Maintain records of expenditures and document resources utilized during response and recovery.
19	Collect and process information regarding recovery activities to include anticipating types of recovery information the EOC and other state agencies will require.
20	Coordinate and/or participate in briefings, conference calls, etc., to maintain and provide situational awareness.
21	Provide updated information for ESF-15 External Affairs for distribution to the public and media.
Mitigation Actions for ESF-5 Emergency Management	
1	Review jurisdictional mitigation projects for preparedness and protection considerations and propose mitigation projects that facilitate response or protection considerations.
2	Complete and maintain jurisdictional Threat and Hazard Identification and Risk Assessment.

Coordinating: Douglas County EMA	
3	Maintain an up-to-date and FEMA approved hazard mitigation plan.

Primary: Douglas County EMA	
Preparedness (Pre-Event) Actions for ESF-5 Emergency Management	
1	Train support agencies on roles and responsibilities.
2	Develop information displays within the EOC.
3	Ensure weather products are up to date and available for use in the SITREP.
4	Ensure local response capabilities by conducting exercises and training.
5	Monitor potential or developing incidents and support any operations.
6	Maintain schedule for staffing and operating the EOC from activation to deactivation.
7	Identify a staging area for personnel and equipment in conjunction with ESF-6 and ESF-8.
8	Organize, train, and equip damage assessment teams prior to deployment to affected area(s).
9	Establish procedures for responding organizations to document incident expenditures.
10	Identify Points of Distribution (POD) site locations throughout the county. Coordinate with GEMA/HS to determine which resources are needed to maintain PODs.
11	Coordinate the overall efforts to collect, process, report, and display essential elements of information and facilitate support for planning response operations.
12	Distribute plans and reports to the State and other ESFs.
13	Ensure that expenditures and document resources utilized during response and recovery efforts are maintained and recorded.
Response (During Event) Actions for ESF-5 Emergency Management	
1	Support the preparation of Incident Action Plans and distribute as appropriate.
2	Identify and coordinate any resource needs for responding entities.
3	Review pre-determined critical resource pre-positioning requests for time-phased incidents
4	Coordinate communications and warnings radio frequencies.
5	Maintain logs of activities, communication, and resource deployments.
6	Determine operational planning and logistical requirements for next operational period.
7	Consider staffing and operational requirements for 24-hour operations.
8	Assign duties to support agency personnel and provide just-in-time training as required.
9	Coordinate EOC effort in collecting, processing, reporting and displaying essential information to include in the development of the SITREP.
10	Coordinate the overall efforts to collect, process, report, and display essential elements of information and facilitate support for planning response operations.

Primary: Douglas County EMA	
11	Identify priorities, develop approaches, and create recommended solutions for upcoming operational periods.
12	Provide weather information and briefings to the EOC and others as required.
13	Support mobilization sites, staging areas, and distribution points.
14	Coordinate the reception of state personnel.
15	Alert support agencies and other jurisdictions regarding potential emergency or disaster.
16	Activate and staff EOC according to event magnitude.
17	Coordinate operations and situational reporting to the State Operations Center.
18	Request logistical assistance from supporting agencies and MOUs partners, as necessary.
19	Identify Points of Distribution (POD) site locations throughout the county. Coordinate with GEMA/HS to determine which resources are needed to maintain PODs.
20	Anticipate and plan for the support of staging areas, distribution sites, opening of shelters (to include neighboring jurisdictions), in conjunction with ESF-6 and ESF-8.
21	Work with ESF-6 and ESF-8 to support the movement of people, including individuals with special needs, through coordination with appropriate agencies/organizations.
22	Coordinate damage assessment teams. Collect, record, and report information to the SOC.
23	Assign Damage Assessment Teams to survey impacts to the County.
24	Conduct or supervise Initial Damage Assessments and Rapid Damage Assessments as appropriate and compile preliminary damage assessment data and other relevant information for the EOC SITREP.
25	Maintain records of expenditures and document resources utilized during response and recovery.
26	Coordinate and/or participate in briefings, conference calls, etc., to maintain and provide situational awareness.
27	Provide updated information for ESF-15 External Affairs for distribution to the public and media.
28	Coordinate with each Support Agency through regular meetings to ensure planning functions are carried out to support this ESF.
29	Coordinate message flow within the EOC.
Recovery (Post Event) Actions for ESF-5 Emergency Management	
1	Douglas County EOC will notify GEMA/HS of decision to discontinue operations.
2	Establish and draft recovery plans to address building inspection requirements and priorities, emergency and temporary housing issues, business impacts (direct and indirect), debris management; route clearance, and utilities restoration.
3	Institute warning, recovery, reconstitution, mitigation and other long-term actions.
4	Perform pre- and post-disaster analyses of disaster impacts on buildings, infrastructure and the general population can be used to support mitigation decision-making.

Primary: Douglas County EMA	
5	Assign Damage Assessment Teams to survey impacts to the County.
6	Coordinate or perform damage assessments on infrastructure, transportation systems, facilities and equipment.
7	Provide continued situation reports to support recovery and damage assessment process.
8	Coordinate damage assessment teams. Collect, record, and report information to the SOC.
9	Conduct or supervise Initial Damage Assessments and Rapid Damage Assessments as appropriate and compile preliminary damage assessment data and other relevant information for the EOC SITREP.
10	Schedule and conduct after action meetings and after-action reviews.
11	Participate in the development of After-Action Review/Improvement Plan.
12	Collect documentation for possible financial reimbursement process for recovery activities. Provide updates to eligible applicants on any disaster recovery programs.
13	Conduct recovery planning and coordinating with other agencies.
14	Recommend recovery priorities to local stakeholders and elected officials.
15	Coordinate operations and situational reporting to the State Operations Center.
16	Request logistical assistance from supporting agencies and MOUs partners, as necessary.
17	Work with ESF-6 and ESF-8 to support the movement of people, including individuals with special needs, through coordination with appropriate agencies/organizations.
18	Maintain records of expenditures and document resources utilized during response and recovery.
19	Collect and process information regarding recovery activities to include anticipating types of recovery information the EOC and other state agencies will require.
20	Coordinate and/or participate in briefings, conference calls, etc., to maintain and provide situational awareness.
21	Provide updated information for ESF-15 External Affairs for distribution to the public and media.
Mitigation Actions for ESF-5 Emergency Management	
1	Review jurisdictional mitigation projects for preparedness and protection considerations and propose mitigation projects that facilitate response or protection considerations.
2	Complete and maintain jurisdictional Threat and Hazard Identification and Risk Assessment.
3	Maintain an up-to-date and FEMA approved hazard mitigation plan.

Supporting: GEMA/HS	
Preparedness (Pre-Event) Actions for ESF-5 Emergency Management	
1	Identify Points of Distribution (POD) site locations throughout the county. Coordinate with GEMA/HS to determine which resources are needed to maintain PODs.
2	Maintain personnel, contact, and resource lists.

3	Collect, process, and disseminate information to and from the State Operations Center.
Response (During Event) Actions for ESF-5 Emergency Management	
1	Alert support agencies and other jurisdictions regarding potential emergency or disaster.
2	Identify Points of Distribution (POD) site locations throughout the county. Coordinate with GEMA/HS to determine which resources are needed to maintain PODs.
3	Report to Douglas County EOC or on-scene command if requested and as available.
4	Report relevant response and recovery information to the State Operations Center
5	Assist with managing spontaneous volunteers, as needed.
6	Coordinate with Douglas County EMA to determine resource needs from the State.
7	Utilize WebEOC to monitor status updates and resource requests.
Recovery (Post Event) Actions for ESF-5 Emergency Management	
1	Assist with managing spontaneous volunteers, as needed.
2	Coordinate with Douglas County EMA to determine resource needs from the State.
3	Utilize WebEOC to monitor status updates and resource requests.

IV. Financial Management

ESF-5 is responsible for coordinating with Douglas County Finance to manage expenses relevant to an incident.

During a response, each agency/department funds disaster operations from their current operating budget and are responsible for recording and tracking agency expenditures. If a Federally declared disaster exists, each agency is responsible for seeking reimbursement in accordance with the formulas developed and maintained by the Federal Emergency Management Agency (FEMA) via the FEMA/State Agreement.

Expenditures by support agencies will be documented by those agencies and submitted directly to Douglas County Finance or a designated Finance Service Officer as soon as possible.

V. References and Authorities

References:

1. Developing and Maintaining Emergency Operations Plans: Comprehensive Preparedness Guide (CPG) 101 - September 2021, Version 3.0
2. National Incident Management System, Third Edition - October 2017
3. National Response Framework, Fourth Edition - October 28, 2019

Authorities:

1. Robert T. Stafford Disaster Relief and Emergency Assistance Act, Public Law 93-288, as amended - https://www.fema.gov/sites/default/files/2020-03/stafford-act_2019.pdf
2. Georgia Emergency Management Act of 1981, as amended
3. Douglas County Board of Commissioners - Douglas County, Georgia - Code of Ordinances, Chapter 7.7 - Emergency Management
4. Code of Ordinances of the City of Douglasville, GA - Chapter 30 - Civil Emergencies

A Presidentially declared disaster is generally required for Federal agencies to become involved in disaster response and assistance. The Governor must declare a state of emergency and request a Presidential Disaster Declaration under the Robert T. Stafford Disaster Relief and Emergency Assistance Act, as amended, through the regional FEMA office. This request is evaluated and then forwarded to the national office and then on to the President's desk for approval. A more complete description can be found within the Department of Homeland Security's National Response Framework, Fourth Edition.

ESF-6 Mass Care, Emergency Assistance, Housing, and Human Services

Coordinating Agency:
Douglas County Division of Family and Children Services

Primary Agency:
Douglas County Division of Family and Children Services
Douglas County EMA

Support Agencies:
American Red Cross - Greater Atlanta Chapter
Cobb & Douglas Public Health
Douglas County Animal Services
Douglas County School System
Salvation Army

I. Purpose and Scope

The emergency support function (ESF) of mass care, emergency assistance, housing, and human services involves direction and coordination, operations, and follow-through during an emergency or disaster.

A. Purpose

ESF-6 Mass Care, Emergency Assistance, Housing, and Human Services is responsible for the emergency provision of temporary non-medical shelters, housing, and human services to include emergency mass feeding and disaster welfare information for individuals and/or families impacted by a disaster or emergency. Specifically, ESF-6 provides guidance on how to:

1. Coordinate the tasking of all sheltering activities during a disaster.
2. Coordinate with ESF-8 Public Health and Medical Services to establish and operate mass-feeding facilities in areas affected by disasters.
3. Coordinate with relief efforts provided by volunteer organizations performing mass care functions.
4. Coordinate the establishment of a system to provide shelter registration data to appropriate authorities.
5. Work with ESF-8 to coordinate the provision of emergency first aid in shelters and fixed feeding sites.
6. Coordinate the provision of medical support exceeding that required for standard first aid, for the prevention of communicable diseases, to include epidemiological and environmental health activities, as related to sheltering and feeding disaster survivors.
7. Coordinate with ESF-12 Energy to ensure each shelter has power generation capabilities.

B. Scope

This ESF is structured to promote the delivery of services and the implementation of programs to assist individuals, households, and families impacted by potential or actual disasters or

emergencies. This includes economic assistance and other services for individuals impacted by an incident.

ESF-6 includes four primary functions - mass care, emergency assistance, housing, and human services. Specifically,

1. Mass Care. Mass care includes sheltering, feeding operations, emergency first aid, bulk distribution of emergency items, and collecting and providing information on impacted residents to family members. This function also includes consideration and planning for individuals with access and functional needs. ESF-6 must be inclusive of what the whole community would require during disasters.
2. Emergency Assistance. Emergency assistance includes assistance required by individuals, families, and their communities to ensure that immediate needs beyond the scope of the traditional mass care services provided are addressed. These services include support for evacuations (including registration and tracking of evacuees); reunification of families; coordination with ESF-8 for provision of aid and services to people with access and functional needs; coordination with ESF-11 Agriculture, Natural Resources, and Animal Services regarding pet sheltering; coordination of goods and services; and coordination of voluntary agency assistance.
3. Housing. Housing includes housing options such as rental assistance, repair, loan assistance, replacement, manufactured homes, semi-permanent and permanent construction, referrals, identification and provision of accessible housing, and access to other sources of housing assistance. These processes are in accordance with the National Disaster Housing Strategy, dated January 2009, and coordinated within the State through the Georgia Disaster Housing Task Force.
4. Human Services. Human services includes providing survivor-related recovery efforts such as emotional support and identifying supports for persons with access and functional needs.

Activities within the scope of this function include:

1. Preparedness
    a. The primary agency will prepare for disasters by coordinating with support agencies for their participation in exercises.
    b. ESF-8 will provide ESF-6 with regularly updated lists of planned special assistance shelters or other special assistance units in the County.
    c. ESF-6 will maintain a roster of primary contact ESF personnel.
    d. ESF-6 will coordinate with the American Red Cross (ARC), Douglas County EMA, and GEMA/HS to ensure an up-to-date shelter list is available.
    e. ESF-6 will procure and regularly update a list of all agencies (public and private) that have a mission and capability to provide mass feeding in times of emergency.
    f. ESF-6 agencies will participate in exercises and training to validate this annex and any supporting standard operating procedures (SOPs).

g. Ensure all ESF-6 personnel integrate NIMS and ICS principles in all planning and preparedness initiatives.

2. Response
    a. Primary and support agencies will have and maintain appropriate listings of agency staff to notify for response activities.
    b. ESF-6 will coordinate with ESF-5 Emergency Management and ESF-11 about mass feeding sites established with responding emergency management agencies.
    c. Shelters will be opened and closed in accordance with public need as assessed by the appropriate volunteer organization, State, and County emergency management agencies.
    d. ESF-6 will monitor occupancy levels and ongoing survivors' needs and provide ESF-5 with an updated list of operational shelters.
    e. ESF-6 will coordinate with Douglas County EMA, ARC, and ESF-8 to update lists of available shelters including special assistance shelters.
    f. ESF-6 will coordinate with ESF-8 for the provision of medical and mental health services in shelters with the appropriate agencies.
    g. ESF-6 will coordinate with the appropriate agencies to ensure that each shelter has a working communications system and has contact with the Douglas County EOC and the coordinating agency. This may include radio, telephone, computer, or cellular telephone communication devices.
    h. ESF-6 will provide a list of mass care sites requiring restoration of services to Douglas County EOC.
    i. ESF-6 will coordinate with ESF-13 regarding additional security resources, if needed, at mass care shelters.
3. Recovery
    a. ESF-6 will coordinate with ESF-5, ESF-8, and ESF-11 to establish or support existing mass feeding sites operated by the American Red Cross and other volunteer agencies. The first priority of mass feeding activities will be disaster survivors. Emergency workers will be encouraged to utilize established mass feeding sites in lieu of individual site distribution.
    b. ESF-6 will coordinate mass feeding locations to ensure optimal access for public service based on emergency needs.
    c. ESF-6 will coordinate with ESF-3 Public Works and Engineering for garbage removal and ESF-8 for sanitation requirements and inspections at mass feeding sites in conjunction with County agencies.
    d. ESF-6 will coordinate with ESF-11 and other responsible agencies for the provision of food and water to mass feeding sites, if needed. Liaison will be established with ESF-8 and ESF-11 to ensure continued coordination for mass feeding.
    e. Anticipate and plan for the arrival of and coordination with Georgia ESF-6 personnel in the EOC and Joint Field Office (JFO).
4. Mitigation

a. ESF-6 agencies will work to educate citizens on disaster preparedness and disaster mitigation activities.
b. Support requests and directives resulting from GEMA/HS concerning mitigation and/or redevelopment activities.
c. Document matters that may be needed for inclusion in agency or State/Federal briefings, situation reports, and action plans.

II. Concept of Operations

A. General

The ESF-6 coordinating agency will develop and maintain SOPs in cooperation with Douglas County EMA, primary, and support agencies. Periodic training and exercises will be used to enhance capabilities and effectiveness. ESF-6 will work with its support agency counterparts to seek and procure resources, plan, coordinate, and/or direct the use of any requested assets in the event an incident occurs that requires local or State mutual aid assistance.

Throughout the response and recovery periods, ESF-6 agencies will evaluate and analyze information regarding mass care, emergency assistance, housing, and human service needs in addition to developing and updating situational information and status in the impacted area, and performing contingency planning to meet anticipated demands and/or needs.

Mass Care Actions:

1. Mitigation / Preparedness
    a. Coordinate MOUs with appropriate agencies and organizations for the provision of services to or on behalf of affected individuals and families.
    b. Maintain, through the Douglas County Department of Family and Children Services, in coordination with Douglas County EMA, American Red Cross, and Cobb & Douglas Public Health, an updated list of shelters with all relevant information (e.g., location, capacity, health inspection status, accessibility level, pet space, and contact telephone numbers).
    c. Request that the American Red Cross assume responsibility for securing shelter and feeding arrangements, prepare first-aid kits, prepare media releases of shelter locations, operate shelters, and maintain shelter records.
    d. Coordinate with the American Red Cross and Douglas County EMA to establish a communication system between the EOC and shelters.
    e. Prepare for evacuation and care of protective service recipients during an emergency or disaster.
    f. Participate in drills and exercises to evaluate mass care and shelter response capability.
2. Response / Recovery
    a. Support opening and operating American Red Cross shelter(s), at the request of Douglas County EMA.

b. Assist with the staffing of American Red Cross shelters, in coordination with ESF-8 and other applicable agencies, as requested upon opening.
c. Provide staffing support for American Red Cross Services Centers and local Disaster Recovery Centers (DRCs), upon request.
d. Ensure evacuation and care of protective service recipients and arranging for reentry.
e. Maintain records of expenditures and document resources utilized during recovery.

Food Service Actions:

1. Mitigation / Preparedness
    a. Identify agencies and organizations with food preparation and distribution capabilities and coordinate MOUs with appropriate entities.
    b. Maintain procedures and responsibilities for food service, issuance, and distribution, in coordination with Douglas County EMA and/or other agencies.
    c. Establish a system for county implementation of Expedited and/or Emergency Food Stamps.
    d. Develop a system for mobile and on-site feeding of emergency workers and shelter residents.
    e. Participate in tests and exercises to evaluate food distribution and service response capability.
2. Response / Recovery
    a. Work with Douglas County EMA to determine food and water needs.
    b. Begin plan implementation as expeditiously as possible.
    c. Coordinate community resources and personnel to assist with food and water services and/or distribution.
    d. Establish sites for food and water service, distribution, and issuance.
    e. Implement the Expedited and/or Emergency Food Stamp Programs at the request of the local government, in coordination with the Douglas County EMA director.
    f. Work with ESF-8 and ESF-11 to monitor food and/or water for contamination and issuance of health-related public service announcements, as necessary.
    g. Continue the provision of food and/or water throughout reentry and recovery.
    h. Maintain records, expenditures, and document resources utilized during recovery.

B. Direction and Control

Douglas County Division of Family and Children Services is the ESF-6 coordinating agency. The staff member serving as Coordinator is appointed by and located within Douglas County Division of Family and Children Services. When support is necessary, the Coordinator coordinates all aspects of ESF-6. ESF-6 is compliant with both the National Response Framework (NRF) and NIMS, and, as such, guides the direction and control system adopted by Douglas County EMA. Douglas County EMA functions as the official disaster prevention, protection, mitigation, response, and recovery organization within Douglas County.

ESF-6 may operate at two levels: 1) Douglas County EOC; and/or 2) field operations.

During emergency activations, all management decisions about mass care, emergency assistance, housing, and human services are made at the Douglas County EOC by the Coordinator. In accordance with mission assignment, each primary and/or support organization assisting in the deployment of ESF-6 will retain administrative control over its own resources and personnel but still remain under the operational control of ESF-6. Mission operational control may be delegated to the field by Douglas County EOC.

C. Organization

1. County
    a. When Douglas County EOC activates, personnel from both primary and support agencies are integrated with Douglas County Division of Family and Children Services staff to provide support.
    b. During an emergency or disaster, ESF-6 falls under the purview of the Human Services Branch within the Operations Section.
    c. During the response phase, Douglas County EOC evaluates and analyzes information about mass care, emergency assistance, housing, and other human services requests. ESF-6 also develops and updates assessments of mass care, emergency assistance, housing, and human services in the impacted area and undertakes contingency planning to meet any anticipated requirements.
    d. Douglas County EMA develops and maintains this Annex with input from Douglas County Division of Family and Children Services. Douglas County Division of Family and Children Services will also develop and maintain any accompanying appendices, annexes, and standard operating guidelines that govern response actions related to emergencies. Primary and support agencies should likewise develop and maintain their own similar documents for internal use. Such documents must also be NRF, NIMS, ICS, and EOC compliant.
    e. Testing of this ESF is outlined in *Annex E: Testing, Training, and Exercises / Plan Maintenance*.
2. State of Georgia
    a. When the GEMA/HS State Operations Center activates, the Georgia Department of Human Services is the designated lead agency for State mass care, emergency assistance, temporary housing, and human assistance and may provide a liaison to local emergency operations centers to facilitate any requests for mass care, emergency assistance, temporary housing, and human assistance resource requests.
    b. GEMA/HS, in coordination with the Georgia Department of Human Services, develops and maintains ESF-6.

D. Alerts and Notifications

1. Douglas County Division of Family and Children Services will notify Douglas County EMA when information comes to their attention that indicates an incident is imminent or developing.
2. ESF-6 will activate or enter standby upon notification by Douglas County EOC. Representatives or designees from Douglas County Division of Family and Children Services will manage incident activities.
3. Once instructions are received to activate or place staff on standby, Douglas County Division of Family and Children Services will implement notification procedures and mobilize all personnel, facilities, and physical resources likely to be needed.

E. Actions

Any actions carried out are grouped into the phases of emergency management: Preparedness, Response, Recovery, and Mitigation. Each phase requires specific skills and knowledge to accomplish tasks and requires significant cooperation and collaboration between all agencies.

Overall Actions Assigned to All Members *Preparedness (Pre-Event) Actions for ESF-6 Mass Care, Emergency Assistance, Housing, and Human Services*	
1	The primary agency will prepare for disasters by coordinating with support agencies for their participation in exercises.
2	ESF-8 will provide ESF-6 with regularly updated lists of planned special assistance shelters or other special assistance units in the County.
3	ESF-6 will maintain a roster of primary contact ESF personnel.
4	ESF-6 will coordinate with the American Red Cross, Douglas County EMA, and GEMA/HS to ensure an up-to-date shelter list is available.
5	ESF-6 will procure and regularly update a list of all agencies (public and private) that have a mission and capability to provide mass feeding in times of emergency.
6	ESF-6 agencies will participate in exercises and training to validate this annex and any supporting SOPs.
7	Ensure all ESF-6 personnel integrate NIMS and ICS principles in all planning and preparedness initiatives.

Overall Actions Assigned to All Members *Response (During Event) Actions for ESF-6 Mass Care, Emergency Assistance, Housing, and Human Services*	
1	Lead and support agencies will have and maintain appropriate listings of agency staff to notify for response activities.
2	ESF-6 will coordinate with ESF-5 and ESF-11 regarding mass feeding sites established by responding emergency management agencies.
3	Shelters will be opened and closed in accordance with public needs as assessed by the appropriate volunteer organization, state, and county emergency management agencies.
4	ESF-6 will monitor occupancy levels and ongoing survivors' needs and will provide ESF-5 with an updated list of operational shelters.

Overall Actions Assigned to All Members *Response (During Event) Actions for ESF-6 Mass Care, Emergency Assistance, Housing, and Human Services*	
5	ESF-6 will coordinate with Douglas County EMA, American Red Cross - Greater Atlanta Chapter, and ESF-8 to update lists of available shelter including special assistance shelters.
6	ESF-6 will coordinate with ESF-8 for the provision of medical services and mental health services in shelters with the appropriate agencies.
7	ESF-6 will coordinate with appropriate agencies to ensure that each shelter has a working communications system and has contact with the Douglas County EOC and the coordinating agency. This may include radio, telephone, computer, or cell phones.
8	ESF-6 will provide a list of mass care sites requiring restoration of services to Douglas County EOC.
9	ESF-6 will coordinate with ESF-13 regarding additional security resources, if needed, at mass care shelters.

Overall Actions Assigned to All Members *Recovery (Post Event) Actions for ESF-6 Mass Care, Emergency Assistance, Housing, and Human Services*	
1	ESF-6 will coordinate with ESF-5, ESF-8, and ESF-11 to establish or support existing mass feeding sites operated by the American Red Cross, Salvation Army, and other volunteer agencies. The first priority of mass feeding activities will be disaster survivors. Emergency workers will be encouraged to utilize established mass feeding sites in lieu of individual site distribution.
2	ESF-6 will coordinate mass feeding locations to ensure optimal access for public service based on emergency needs.
3	ESF-6 will coordinate with ESF-3 for garbage removal and ESF-8 for sanitation requirements and inspections at mass feeding sites in conjunction with county agencies.
4	ESF-6 will coordinate with ESF-11 and other responsible agencies for the provision of food and water to mass feeding sites, if needed. Liaison will be established with ESF-8 and ESF-11 to ensure continued coordination for mass feeding.
5	Anticipate and plan for the arrival of and coordination with state ESF-6 personnel in the EOC and Joint Field Office (JFO).

Overall Actions Assigned to All Members *Mitigation Actions for ESF-6 Mass Care, Emergency Assistance, Housing, and Human Services*	
1	ESF-6 agencies will work to educate citizens on disaster preparedness and disaster mitigation activities.
2	Support requests and directives resulting from GEMA/HS concerning mitigation and/or re-development activities.
3	Document matters that may be needed for inclusion in agency or state/federal briefings, situation reports, and action plans.

F. Selecting Mass Care Facilities

See ***Annex A: Shelter Plan***.

III. Responsibilities

A. ESF Role Aligned to Core Capability

The following table lists the response capability that ESF-6 most directly supports, along with the related ESF-6 actions supporting the capability.

Core Capability	ESF-6 Mass Care, Emergency Assistance, Housing, and Human Services
Mass Care Services	• Provide life-sustaining and human services to the affected population. This includes, among other things: ○ Hydration ○ Feeding ○ Sheltering ○ Temporary Housing ○ Evacuee Support ○ Reunification ○ Distribution of Emergency Supplies
Housing	• Implement housing solutions that effectively support the needs of the whole community and contribute to its sustainability and resilience. This includes, among other things: ○ Short-term housing ○ Intermediate-term housing ○ Long-term housing

B. Responsibilities

The ESF-6 Coordinator is Douglas County Division of Family and Children Services. Within the Douglas County EOC, the Douglas County Division of Family and Children Services Coordinator serves dual roles as both the Coordinating and Primary Agency Emergency Coordinator for mass care, emergency assistance, housing, and human services.

The following list identifies the responsibilities delegated to each agency/organization with ESF-6. The Coordinating and Primary Agency's responsibilities are listed first. The Supporting Agencies follow in alphabetical order.

Coordinating: Douglas County Division of Family and Children Services	
Preparedness (Pre-Event) Actions for ESF-6 Mass Care, Emergency Assistance, Housing, and Human Services	
1	Develop appropriate plans, procedures, mutual aid agreements, checklists, go-kits, and other supporting documentation as needed to facilitate execution of the agency's responsibilities to this ESF.
2	Participate in drills, exercises, and other preparedness events to measure the agency's readiness to support this ESF.
3	Coordinate with other ESF agencies through regularly scheduled ESF meetings to ensure planning functions are carried out to support this ESF.
4	Identify agency staff representatives supporting this ESF and other operational practices during emergency and disaster operations.

Coordinating: Douglas County Division of Family and Children Services	
5	Prepare to support the EOC as necessary.
6	Ensure agency staff maintain NIMS compliance and report compliance measurements when requested.
7	Evaluate Critical Workforce Staffing needs annually and report sheltering and equipment staging locations when requested.
Response (During Event) Actions for ESF-6 Mass Care, Emergency Assistance, Housing, and Human Services	
1	Assist with the assessment of human needs during and after a disaster.
2	Aid in staffing, supporting, and operating sheltering operations.
3	Coordinate disaster food stamp operations and other food support for families.
4	Ensure the presence of resources (human and physical) is in sufficient numbers to support the agency's responsibilities to this ESF.
5	Document disaster related activities related to this ESF.
6	Identify damage and losses and prepare an action plan for recovery activities.
Recovery (Post Event) Actions for ESF-6 Mass Care, Emergency Assistance, Housing, and Human Services	
1	Assist with the assessment of human needs during and after a disaster.
2	Aid in staffing, supporting, and operating sheltering operations.
3	Coordinate disaster food stamp operations and other food support for families.
4	Ensure the presence of resources (human and physical) is in sufficient numbers to support the agency's responsibilities to this ESF.
5	Document disaster related activities related to this ESF.
6	Conduct recovery and restoration tasks in coordination with Douglas County EOC and federal assistance program guidelines.
7	Coordinate pertinent disaster recovery information with the County's JIC, if necessary.
Mitigation Actions for ESF-6 Mass Care, Emergency Assistance, Housing, and Human Services	
1	Develop appropriate plans, procedures, mutual aid agreements, checklists, go-kits, and other supporting documentation as needed to facilitate execution of the agency's responsibilities to this ESF.
2	Participate in drills, exercises, and other preparedness events to measure the agency's readiness to support this ESF.

Primary: Douglas County Division of Family and Children Services	
Preparedness (Pre-Event) Actions for ESF-6 Mass Care, Emergency Assistance, Housing, and Human Services	
1	Develop appropriate plans, procedures, mutual aid agreements, checklists, go-kits, and other supporting documentation as needed to facilitate execution of the agency's responsibilities to this ESF.
2	Participate in drills, exercises, and other preparedness events to measure the agency's readiness to support this ESF.
3	Coordinate with other ESF agencies through regularly scheduled ESF meetings to ensure planning functions are carried out to support this ESF.

Primary: Douglas County Division of Family and Children Services	
4	Identify agency staff representatives supporting this ESF and other operational practices during emergency and disaster operations.
5	Prepare to support the EOC as necessary.
6	Ensure agency staff maintain NIMS compliance and report compliance measurements when requested.
7	Evaluate Critical Workforce Staffing needs annually and report sheltering and equipment staging locations when requested.
Response (During Event) Actions for ESF-6 Mass Care, Emergency Assistance, Housing, and Human Services	
1	Assist with the assessment of human needs during and after a disaster.
2	Aid in staffing, supporting, and operating sheltering operations.
3	Coordinate disaster food stamp operations and other food support for families.
4	Ensure the presence of resources (human and physical) is in sufficient numbers to support the agency's responsibilities to this ESF.
5	Document disaster related activities related to this ESF.
6	Identify damage and losses and prepare an action plan for recovery activities.
Recovery (Post Event) Actions for ESF-6 Mass Care, Emergency Assistance, Housing, and Human Services	
1	Assist with the assessment of human needs during and after a disaster.
2	Aid in staffing, supporting, and operating sheltering operations.
3	Coordinate disaster food stamp operations and other food support for families.
4	Ensure the presence of resources (human and physical) is in sufficient numbers to support the agency's responsibilities to this ESF.
5	Document disaster related activities related to this ESF.
6	Conduct recovery and restoration tasks in coordination with Douglas County EOC and federal assistance program guidelines.
7	Coordinate pertinent disaster recovery information with the County's JIC, if necessary.
Mitigation Actions for ESF-6 Mass Care, Emergency Assistance, Housing, and Human Services	
1	Develop appropriate plans, procedures, mutual aid agreements, checklists, go-kits, and other supporting documentation as needed to facilitate execution of the agency's responsibilities to this ESF.
2	Participate in drills, exercises, and other preparedness events to measure the agency's readiness to support this ESF.

Primary: Douglas County EMA	
Preparedness (Pre-Event) Actions for ESF-6 Mass Care, Emergency Assistance, Housing, and Human Services	
1	Develop appropriate plans, procedures, mutual aid agreements, checklists, go-kits, and other supporting documentation as needed to facilitate execution of the agency's responsibilities to this ESF.
2	Participate in drills, exercises, and other preparedness events to measure the agency's readiness to support this ESF.

Primary: Douglas County EMA	
3	Coordinate with other ESF agencies through regularly scheduled ESF meetings to ensure planning functions are carried out to support this ESF.
4	Identify agency staff representatives supporting this ESF and other operational practices during emergency and disaster operations.
5	Prepare to support the EOC as necessary.
6	Ensure agency staff maintain NIMS compliance and report compliance measurements when requested.
7	Evaluate Critical Workforce Staffing needs annually and report sheltering and equipment staging locations when requested.
Response (During Event) Actions for ESF-6 Mass Care, Emergency Assistance, Housing, and Human Services	
1	Ensure the presence of resources (human and physical) is in sufficient numbers to support the agency's responsibilities to this ESF.
2	Document disaster related activities related to this ESF.
3	Identify damage and losses and prepare an action plan for recovery activities.
4	Support opening of shelters and ensure that all resources needed to provide sheltering to survivors is received.
Recovery (Post Event) Actions for ESF-6 Mass Care, Emergency Assistance, Housing, and Human Services	
1	Ensure the presence of resources (human and physical) is in sufficient numbers to support the agency's responsibilities to this ESF.
2	Document disaster related activities related to this ESF.
3	Conduct recovery and restoration tasks in coordination with Douglas County EOC and federal assistance program guidelines.
4	Coordinate pertinent disaster recovery information with the County's JIC, if necessary.
5	Support opening of shelters and ensure that all resources needed to provide sheltering to survivors is received.
Mitigation Actions for ESF-6 Mass Care, Emergency Assistance, Housing, and Human Services	
1	Develop appropriate plans, procedures, mutual aid agreements, checklists, go-kits, and other supporting documentation as needed to facilitate execution of the agency's responsibilities to this ESF.
2	Participate in drills, exercises, and other preparedness events to measure the agency's readiness to support this ESF.

Supporting: American Red Cross - Greater Atlanta Chapter	
Preparedness (Pre-Event) Actions for ESF-6 Mass Care, Emergency Assistance, Housing, and Human Services	
1	Develop appropriate plans, procedures, mutual aid agreements, checklists, go-kits, and other supporting documentation as needed to facilitate execution of the agency's responsibilities to this ESF.
2	Participate in drills, exercises, and other preparedness events to measure the agency's readiness to support this ESF.

Supporting: American Red Cross - Greater Atlanta Chapter	
3	Identify agency staff representatives supporting this ESF and other operational practices during emergency and disaster operations.
4	Prepare to support the EOC as necessary.
5	Ensure agency staff maintain NIMS compliance and report compliance measurements when requested.
6	Evaluate Critical Workforce Staffing needs annually and report sheltering and equipment staging locations when requested.
7	Coordinate with each Support agency through at least quarterly meetings to ensure planning functions are carried out to support this ESF.
8	Maintain shelter listings for each agency with the names and numbers of each shelter manager, as available.
9	Maintain a list of locations of all mass feeding sites and the names of site managers.
10	Provide a system for recording incoming requests for sheltering and mass feeding, response assignments, and actions taken.
11	Establish a protocol for prioritizing response activities.
12	Coordinate activities with other ESFs.
Response (During Event) Actions for ESF-6 Mass Care, Emergency Assistance, Housing, and Human Services	
1	Ensure the presence of resources (human and physical) is in sufficient numbers to support the agency's responsibilities to this ESF.
2	Document disaster related activities related to this ESF.
3	Identify damage and losses and prepare an action plan for recovery activities.
4	Open, administer, operate, and coordinate all sheltering activities.
5	Provide canteen services to survivors.
6	Coordinate bulk emergency relief distribution points.
7	Support disaster mental health services.
Recovery (Post Event) Actions for ESF-6 Mass Care, Emergency Assistance, Housing, and Human Services	
1	Ensure the presence of resources (human and physical) is in sufficient numbers to support the agency's responsibilities to this ESF.
2	Document disaster related activities related to this ESF.
3	Conduct recovery and restoration tasks in coordination with Douglas County EOC and federal assistance program guidelines.
4	Open, administer, operate, and coordinate all sheltering activities.
5	Provide canteen services to survivors.
6	Coordinate bulk emergency relief distribution points.
7	Support disaster mental health services.
Mitigation Actions for ESF-6 Mass Care, Emergency Assistance, Housing, and Human Services	
1	Develop appropriate plans, procedures, mutual aid agreements, checklists, go-kits, and other supporting documentation as needed to facilitate execution of the agency's responsibilities to this ESF.
2	Participate in drills, exercises, and other preparedness events to measure the agency's readiness to support this ESF.

Supporting: American Red Cross - Greater Atlanta Chapter

Supporting: Cobb & Douglas Public Health	
Preparedness (Pre-Event) Actions for ESF-6 Mass Care, Emergency Assistance, Housing, and Human Services	
1	Develop appropriate plans, procedures, mutual aid agreements, checklists, go-kits, and other supporting documentation as needed to facilitate execution of the agency's responsibilities to this ESF.
2	Participate in drills, exercises, and other preparedness events to measure the agency's readiness to support this ESF.
3	Coordinate with other ESF agencies through regularly scheduled ESF meetings to ensure planning functions are carried out to support this ESF.
4	Identify agency staff representatives supporting this ESF and other operational practices during emergency and disaster operations.
5	Prepare to support the EOC as necessary.
6	Ensure agency staff maintain NIMS compliance and report compliance measurements when requested.
7	Evaluate Critical Workforce Staffing needs annually and report sheltering and equipment staging locations when requested.
8	Assist in locating health and welfare workers to augment personnel assigned to shelters.
Response (During Event) Actions for ESF-6 Mass Care, Emergency Assistance, Housing, and Human Services	
1	Ensure the presence of resources (human and physical) is in sufficient numbers to support the agency's responsibilities to this ESF.
2	Document disaster related activities related to this ESF.
3	Identify damage and losses and prepare an action plan for recovery activities.
4	Assist with the provision of medical and first aid supplies for shelters and first aid stations.
Recovery (Post Event) Actions for ESF-6 Mass Care, Emergency Assistance, Housing, and Human Services	
1	Ensure the presence of resources (human and physical) is in sufficient numbers to support the agency's responsibilities to this ESF.
2	Document disaster related activities related to this ESF.
3	Conduct recovery and restoration tasks in coordination with Douglas County EOC and federal assistance program guidelines.
4	Provide technical assistance for shelter, feeding, and warehouse operations related to food, vector control, water supply, and waste disposal.
5	Assist with the provision of medical and first aid supplies for shelters and first aid stations.
Mitigation Actions for ESF-6 Mass Care, Emergency Assistance, Housing, and Human Services	
1	Develop appropriate plans, procedures, mutual aid agreements, checklists, go-kits, and other supporting documentation as needed to facilitate execution of the agency's responsibilities to this ESF.
2	Participate in drills, exercises, and other preparedness events to measure the agency's readiness to support this ESF.
3	Assist in locating health and welfare workers to augment personnel assigned to shelters.

Supporting: Cobb & Douglas Public Health	
4	Provide technical assistance for shelter, feeding, and warehouse operations related to food, vector control, water supply, and waste disposal.

Supporting: Douglas County Animal Services	
Preparedness (Pre-Event) Actions for ESF-6 Mass Care, Emergency Assistance, Housing, and Human Services	
1	Develop appropriate plans, procedures, mutual aid agreements, checklists, go-kits, and other supporting documentation as needed to facilitate execution of the agency's responsibilities to this ESF.
2	Participate in drills, exercises, and other preparedness events to measure the agency's readiness to support this ESF.
3	Coordinate with other ESF agencies through regularly scheduled ESF meetings to ensure planning functions are carried out to support this ESF.
4	Identify agency staff representatives supporting this ESF and other operational practices during emergency and disaster operations.
5	Prepare to support the EOC as necessary.
6	Ensure agency staff maintain NIMS compliance and report compliance measurements when requested.
7	Evaluate Critical Workforce Staffing needs annually and report sheltering and equipment staging locations when requested.
8	Coordinate sheltering arrangements for animals.
9	Coordinate with local agencies to establish a system to register identification data to reunite animals with their owners.
10	Identify available shelter locations (i.e., barns, pastures, kennels) to be used as animal shelters.
Response (During Event) Actions for ESF-6 Mass Care, Emergency Assistance, Housing, and Human Services	
1	Ensure the presence of resources (human and physical) is in sufficient numbers to support the agency's responsibilities to this ESF.
2	Document disaster related activities related to this ESF.
3	Identify damage and losses and prepare an action plan for recovery activities.
4	Coordinate the return of animals to their owners and determine the disposition of animals that cannot be returned to their normal habitat or are otherwise separated from their owners.
Recovery (Post Event) Actions for ESF-6 Mass Care, Emergency Assistance, Housing, and Human Services	
1	Ensure the presence of resources (human and physical) is in sufficient numbers to support the agency's responsibilities to this ESF.
2	Document disaster related activities related to this ESF.
3	Conduct recovery and restoration tasks in coordination with Douglas County EOC and federal assistance program guidelines.
4	Coordinate the return of animals to their owners and determine the disposition of animals that cannot be returned to their normal habitat or are otherwise separated from their owners.

Supporting: Douglas County Animal Services	
Mitigation Actions for ESF-6 Mass Care, Emergency Assistance, Housing, and Human Services	
1	Develop appropriate plans, procedures, mutual aid agreements, checklists, go-kits, and other supporting documentation as needed to facilitate execution of the agency's responsibilities to this ESF.
2	Participate in drills, exercises, and other preparedness events to measure the agency's readiness to support this ESF.
3	Coordinate sheltering arrangements for animals.
4	Coordinate with local agencies to establish a system to register identification data to reunite animals with their owners.
5	Identify available shelter locations (i.e., barns, pastures, kennels) to be used as animal shelters.

Supporting: Douglas County School System	
Preparedness (Pre-Event) Actions for ESF-6 Mass Care, Emergency Assistance, Housing, and Human Services	
1	Develop appropriate plans, procedures, mutual aid agreements, checklists, go-kits, and other supporting documentation as needed to facilitate execution of the agency's responsibilities to this ESF.
2	Participate in drills, exercises, and other preparedness events to measure the agency's readiness to support this ESF.
3	Coordinate with other ESF agencies through regularly scheduled ESF meetings to ensure planning functions are carried out to support this ESF.
4	Identify agency staff representatives supporting this ESF and other operational practices during emergency and disaster operations.
5	Prepare to support the EOC as necessary.
6	Ensure agency staff maintain NIMS compliance and report compliance measurements when requested.
7	Evaluate Critical Workforce Staffing needs annually and report sheltering and equipment staging locations when requested.
8	Support sheltering activities with personnel and facilities, specifically through contractual agreements between the Douglas County School System and the ARC - Greater Atlanta Chapter.
9	Attend at least quarterly meetings to ensure planning functions are carried out to support this ESF.
Response (During Event) Actions for ESF-6 Mass Care, Emergency Assistance, Housing, and Human Services	
1	Ensure the presence of resources (human and physical) is in sufficient numbers to support the agency's responsibilities to this ESF.
2	Identify damage and losses and prepare an action plan for recovery activities.
3	Support sheltering activities with personnel and facilities, specifically through contractual agreements between DCCS and ARC.
4	Provide security at shelters as necessary.

Supporting: Douglas County School System	
Recovery (Post Event) Actions for ESF-6 Mass Care, Emergency Assistance, Housing, and Human Services	
1	Ensure the presence of resources (human and physical) is in sufficient numbers to support the agency's responsibilities to this ESF.
2	Conduct recovery and restoration tasks in coordination with Douglas County EOC and federal assistance program guidelines.
3	Support sheltering activities with personnel and facilities, specifically through contractual agreements between DCCS and ARC.
4	Provide security at shelters as necessary.
Mitigation Actions for ESF-6 Mass Care, Emergency Assistance, Housing, and Human Services	
1	Develop appropriate plans, procedures, mutual aid agreements, checklists, go-kits, and other supporting documentation as needed to facilitate execution of the agency's responsibilities to this ESF.
2	Participate in drills, exercises, and other preparedness events to measure the agency's readiness to support this ESF.

Supporting: Salvation Army	
Preparedness (Pre-Event) Actions for ESF-6 Mass Care, Emergency Assistance, Housing, and Human Services	
1	Develop appropriate plans, procedures, mutual aid agreements, checklists, go-kits, and other supporting documentation as needed to facilitate execution of the agency's responsibilities to this ESF.
2	Participate in drills, exercises, and other preparedness events to measure the agency's readiness to support this ESF.
3	Coordinate with other ESF agencies through regularly scheduled ESF meetings to ensure planning functions are carried out to support this ESF.
4	Identify agency staff representatives supporting this ESF and other operational practices during emergency and disaster operations.
5	Prepare to support the EOC as necessary.
6	Ensure agency staff maintain NIMS compliance and report compliance measurements when requested.
7	Evaluate Critical Workforce Staffing needs annually and report sheltering and equipment staging locations when requested.
Response (During Event) Actions for ESF-6 Mass Care, Emergency Assistance, Housing, and Human Services	
1	Ensure the presence of resources (human and physical) is in sufficient numbers to support the agency's responsibilities to this ESF.
2	Document disaster related activities related to this ESF.
3	Identify damage and losses and prepare an action plan for recovery activities.
4	Support disaster mental health services.
5	Assist with mass feeding activities.
6	Provide personnel support to the EOC when requested.
7	Provide canteen services to emergency service workers and responders.

Supporting: Salvation Army	
8	Provide various comprehensive emergency services to include case work services, financial counseling, and a wide variety of emergency aid to people in need.
Recovery (Post Event) Actions for ESF-6 Mass Care, Emergency Assistance, Housing, and Human Services	
1	Ensure the presence of resources (human and physical) is in sufficient numbers to support the agency's responsibilities to this ESF.
2	Document disaster related activities related to this ESF.
3	Conduct recovery and restoration tasks in coordination with Douglas County EOC and federal assistance program guidelines.
4	Support disaster mental health services.
5	Assist with mass feeding activities.
6	Provide canteen services to emergency service workers and responders.
7	Provide various comprehensive emergency services to include case work services, financial counseling, and a wide variety of emergency aid to people in need.
Mitigation Actions for ESF-6 Mass Care, Emergency Assistance, Housing, and Human Services	
1	Develop appropriate plans, procedures, mutual aid agreements, checklists, go-kits, and other supporting documentation as needed to facilitate execution of the agency's responsibilities to this ESF.
2	Participate in drills, exercises, and other preparedness events to measure the agency's readiness to support this ESF.

IV. Financial Management

ESF-6 is responsible for coordinating with Douglas County Finance to manage expenses relevant to an incident.

During a response, each agency/department funds disaster operations from their current operating budget and are responsible for recording and tracking agency expenditures. If a Federally declared disaster exists, each agency is responsible for seeking reimbursement in accordance with the formulas developed and maintained by the Federal Emergency Management Agency (FEMA) via the FEMA/State Agreement.

Expenditures by support agencies will be documented by those agencies and submitted directly to Douglas County Finance or a designated Finance Service Officer as soon as possible.

V. References and Authorities

References:

1. Developing and Maintaining Emergency Operations Plans: Comprehensive Preparedness Guide (CPG) 101 - September 2021, Version 3.0
2. National Incident Management System, Third Edition - October 2017
3. National Response Framework, Fourth Edition - October 28, 2019

Authorities:

1. Robert T. Stafford Disaster Relief and Emergency Assistance Act, Public Law 93-288, as amended - https://www.fema.gov/sites/default/files/2020-03/stafford-act_2019.pdf
2. Georgia Emergency Management Act of 1981, as amended
3. Douglas County Board of Commissioners - Douglas County, Georgia - Code of Ordinances, Chapter 7.7 - Emergency Management
4. Code of Ordinances of the City of Douglasville, GA - Chapter 30 - Civil Emergencies

A Presidentially declared disaster is generally required for Federal agencies to become involved in disaster response and assistance. The Governor must declare a state of emergency and request a Presidential Disaster Declaration under the Robert T. Stafford Disaster Relief and Emergency Assistance Act, as amended, through the regional FEMA office. This request is evaluated and then forwarded to the national office and then on to the President's desk for approval. A more complete description can be found within the Department of Homeland Security's National Response Framework, Fourth Edition.

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ESF-7 Logistics

Coordinating Agency:
Douglas County EMA

Primary Agency:
Douglas County EMA

Support Agencies:
City of Douglasville
Douglas County Department of Transportation
Douglas County Finance
Douglas County Fire/EMS Department
Douglas County Parks & Recreation
Douglas County Public Works
Douglas County Purchasing
Douglas County School System
Douglas County Sheriff's Office

I. Purpose and Scope

The emergency support function of Logistics services involves direction and coordination, operations, and follow-through during an emergency or disaster.

A. Purpose

ESF-7 Logistics provides operational guidance to departments / organizations that are assigned to work within this ESF. The mission of ESF-7 is to provide comprehensive disaster logistics planning, management, and sustainment capabilities that harness the resources of internal and external stakeholders to include public, private, and non-governmental organizations. However, this is not a tactical response document. ESF-7 will coordinate with supporting entities for the coordination, procurement, and management of resources necessary to support response and recovery operations.

1. ESF-7 shall plan, coordinate, and manage resource support and delivery in response to and recovery from a major disaster or catastrophe.
2. ESF-7 shall provide supplies and equipment from county and municipal stocks, commercial sources, and donated goods.
3. ESF-7 support agencies will furnish resources as required.
4. Procurement will be made in accordance with current local, state, and federal laws and regulations that include emergency procedures under Georgia Statute and Douglas County policies and ordinances.

B. Scope

ESF-7 acts to meet the Logistics and essential elements of information needs of operations by establishing a framework for the integration of internal and external logistics support entities

through increased collaboration in planning, sourcing, acquisition, and utilization of resources. Activities within the scope of this function include:

1. EOC Logistics Section Operations
2. Resource identification
3. Resource procurement
4. Resource coordination
5. Facilities and logistics
6. Personnel augmentation
7. Logistic management
8. Volunteer and donations management

II. Concept of Operations

A. General

During an emergency or disaster, ESF-7 may be activated to support operations and assist with the development of a common operating picture. The scope, scale, and magnitude of the threat/incident will dictate which support agencies will be requested for the support of ESF-7 in the EOC.

Under the auspices of the mission areas, ESF-7 will:

1. Preparedness
    a. Develop procedures for responding to and complying with resource requests.
    b. Coordinate with local public, private, and non-governmental organizations to establish and maintain a listing of available resources to include services and donated goods for use during an emergency or disaster event.
    c. Coordinate the development of pre-planned contracts as necessary to ensure prompt support from vendors during an emergency or disaster event.
    d. Provide training to ESF-7 support entities on Douglas County emergency procurement procedures for acquiring supplies, resources, and equipment.
    e. Utilize hazard vulnerability data to develop a listing of resource inventories and pre-identify anticipated resource requests by ESF.
    f. Establish procedures for the reimbursement of private vendors for services rendered during an emergency or disaster event.
    g. Establish a process for notification of volunteer organizations when an emergency or disaster event is either threatening or already occurring within Douglas County.
    h. Develop and execute memoranda of agreement (MOA) between Douglas County and supporting agencies/organizations as appropriate.
    i. Participate in and/or conduct exercises to evaluate local capability.
    j. Ensure all ESF-7 support entities integrate National Incident Management System (NIMS) principles throughout planning activities.
2. Response
    a. Conduct a situational assessment to identify potential resource needs.

b. Contact appropriate support entities whose personnel, equipment, or other identified resources may be necessary to support operations.
c. Establish a process to ensure the tracking and accountability of requested resources.
d. Locate, procure, and issue county agencies the necessary resources to support emergency operations. This includes coordination with the Douglas County Purchasing Department to identify prospective staging area warehouses available for lease to replace damaged or destroyed facilities.
e. Execute county contracts and/or MOAs as needed.
f. Coordinate with GEMA/HS to establish procedures for deploying state resources and personnel to support emergency operations at warehousing facilities, staging areas, and any other area where a need exists.
g. Coordinate the establishment of a staging area for volunteers to unload, store, or disperse donated goods.
h. Coordinate with ESF-13 Public Safety and Security to evaluate the security requirements necessary at warehousing facilities.
i. Provide necessary information for public release to ESF-15 External Affairs to be disseminated to the general public.

3. Recovery
    a. Coordinate the continued support of delivery of services to emergency response entities and disaster survivors throughout the emergency or disaster event.
    b. Conduct procurement activities as long as necessary until all identified procurement needs have been met.
    c. Assess the continuing volunteer services needs of disaster survivors.
    d. Ensure that ESF-7 team members and/or their agencies maintain appropriate records of costs incurred during the incident.
4. Mitigation
    a. Support and plan for mitigation measures.
    b. Support requests and directives resulting from the state concerning mitigation and/or redevelopment activities.
    c. Document matters that may be needed for inclusion in agency or state/federal briefings, situation reports, and action plans.

Additionally, the focal point for all resource requests will be Douglas County EOC. The ESF-7 Coordinator will, in coordination with the EOC Logistics Section, determine the sources of resources needed. The Coordinator will follow established procedures. These include:

1. Procurement Process.
    a. Equipment and materials will be procured from both intra-departmental and interdepartmental supplies. Interdepartmental resource requests will be submitted through the Douglas County EOC. Requests unable to be filled through the County's inventories are procured from commercial vendors. Sources include assets within County government and municipalities. During disaster situations, all resources

within County government agencies are considered available. Coordination for such resource reallocation will be accomplished within the Douglas County EOC. If necessary, reimbursement will be issued in accordance with local directives.

b. If needed supplies and equipment are not available within County government supplies, the Douglas County EOC will attempt to purchase or lease them from commercial sources.
c. When resources cannot be acquired through local sources, commercial sources, or mutual aid, requests will be made to the GEMA/HS State Operations Center. These requests may be filled by state resources, intra-state mutual aid, interstate mutual aid, or federal sources.
d. Douglas County EMA maintains lists of vendors and suppliers of equipment, materials, and services needed during disaster response and recovery operations. In addition, Douglas County EOC maintains a comprehensive database of resources that may be needed during disasters. In some cases, contingency contracts may be written for known critical services or items.
e. The Statewide Mutual Aid Agreement may be implemented as necessary to obtain required goods and services from other jurisdictions.
f. Contracts for resources or services will be initiated through ESF-7. Contracts will be managed by the agency responsible for the support provided.
g. Douglas County EOC will conduct operations in accordance with all local, state, and federal laws and regulations.
h. In some cases, needed resources may be available through donations and volunteers. Coordination will be maintained between ESF-7 and ESF-15 External Affairs on a continual basis.
i. Information is disseminated to volunteer groups, vendors, and other governmental agencies that may supplement local resources in a variety of ways.

2. Transportation Requirements. Transportation requirements will be coordinated through ESF-1 Transportation.
    a. All available transportation assets will be used to deliver resources to affected areas.
    b. Sources include County and municipal assets, as well as those belonging to private nonprofit organizations.
    c. Existing County resources will be transported to the disaster area by the County department normally responsible for those resources.
    d. Commercial vendors are responsible for the transportation of their own products/services.
3. Staging Areas. Douglas County will identify staging areas for resources brought into the County.
    a. County Staging Areas are mission tasked and report to the Logistics Section.
    b. The Douglas County EMA Director or his/her designee manage the County Staging Areas

4. Storage Areas. A list of available storage facilities within the area should be identified in advance of an event. ESF-7 will identify these storage facility locations and lease space as necessary. If facilities are damaged or destroyed, the affected personnel will be temporarily relocated to other County-owned buildings or spaces obtained until the damaged facilities can be repaired or replaced by County personnel or through contractual agreements secured on an emergency basis.
    a. Agencies receiving loaned property are responsible for maintaining appropriate accountability of any items received.
    b. Agencies will track and monitor loaned items.
    c. Agencies will provide documentation to lending organizations for their records.
    d. Intra-departmental property/equipment requests are documented and submitted via ESF-7.
    e. The loaning department will normally provide an operator who is responsible for the care and location of loaned equipment.
    f. The borrowing department is responsible for returning any borrowed equipment after the disaster period.
5. Credentialing. When an emergency or threat occurs, and more personnel or specialized assistance are needed, the EOC Director/Coordinator will notify staff. All personnel and resources used must be credentialed. This means they must provide proof of completed training or certification to perform their assigned duties. This step is crucial for reducing liability for their departments before they are assigned to any specific event.

Resource Directories. Equipment, materials, and personnel resource directories can be found in several ways: by checking Douglas County EOC resource manuals, looking at intra- and interdepartmental inventory lists, coordinating with the ESF-7 Coordinator or EOC Manager who can use online tools to identify state-wide standardized equipment and implement IMAS if necessary, or by referring to existing local contracts and agreements.

Resource Requests and Management. Resource requests and their subsequent management are handled by the requesting coordinator in conjunction with the ESF-7 Coordinator. Concurrence from both the Finance Section Chief and the EOC Director is required for all requests. Requests must be submitted and routed in accordance with the Douglas County EOC's established Logistics protocols. Should local jurisdictions be unable to fulfill a request, procurement may be facilitated through the GEMA/HS State Operations Center's designated coordinator. The allocation of resources operates under the guidance of the ESF-7 Coordinator, with final approval resting with the EOC Director.

Volunteer and Donation Management. The Coordinator or assigned personnel will look principally to those private volunteer organizations with established donations systems already in place to receive, sort, distribute, and deliver appropriate donated goods to those affected by the disaster.

The ESF-7 Coordinator should recognize that offers from the public and private sector are important resources in response and recovery efforts and must be effectively coordinated. In most situations, financial contributions to credible volunteer organizations will be encouraged. Other offers of

assistance may be in the form of in-kind donations (i.e., food, clothing, products, and equipment) or volunteered time. Such efforts must involve interagency collaboration among governmental agencies, volunteer agencies, community-based organizations, faith-based groups, the private sector, and the media.

If not effectively managed, undesignated in-kind donations can prove detrimental to relief efforts. Unplanned deliveries of donated goods to a disaster site can create distribution channel bottlenecks, overwhelm government and volunteer agencies, and interfere with response and recovery efforts. Careful donations management, planning, and strategies are key to minimizing problems associated with unsolicited donations.

B. Direction and Control

Douglas County EMA is the ESF-7 coordinating agency. The staff member serving as Coordinator is appointed by and located within Douglas County EMA. When support is necessary, the Coordinator coordinates all aspects of ESF-7. ESF-7 is compliant with both the National Response Framework (NRF) and NIMS, and, as such, guides the direction and control system adopted by Douglas County EMA. Douglas County EMA functions as the official disaster prevention, protection, mitigation, response, and recovery organization within Douglas County.

ESF-7 may operate at two levels: 1) Douglas County EOC; and/or 2) field operations.

During emergency activations, all management decisions about logistical support services are made at the Douglas County EOC by the Coordinator. In accordance with mission assignment, each primary and/or support organization assisting in the deployment of ESF-7 will retain administrative control over its own resources and personnel but will remain under the operational control of ESF-7. Mission operational control may be delegated to the field by Douglas County EOC.

C. Organization

1. County
    a. When Douglas County EOC activates, personnel from both primary and support agencies are integrated with Douglas County EMA staff to provide support.
    b. During an emergency or disaster, ESF-7 falls under the purview of the Logistics Section.
    c. During the response phase, Douglas County EOC evaluates and analyzes information about logistical support service requests. ESF-7 also develops and updates logistics assessments of the impacted area, undertakes contingency planning, and takes action if other agencies require assistance in obtaining necessary resources.
    d. Douglas County EMA develops and maintains this Annex. Douglas County EMA will also develop and maintain any accompanying appendices, annexes, and standard operating guidelines that govern response actions related to emergencies. Primary and support agencies should likewise develop and maintain their own similar documents for internal use. Such documents must also be NRF, NIMS, ICS, and EOP compliant.

e. Testing of this ESF is outlined in *Annex E: Testing, Training, and Exercises / Plan Maintenance*.

2. State of Georgia
    a. When the GEMA/HS State Operations Center activates, GEMA/HS is the designated lead agency for State Logistical support and may provide liaison to local emergency operations centers to facilitate any requests for logistics requests.
    b. GEMA/HS develops and maintains ESF-7.

D. Alerts and Notifications

1. ESF-7 will activate or enter standby upon notification by Douglas County EOC. Representatives or designees from Douglas County EMA will manage incident activities.
2. Once instructions are received to activate or place staff on standby, Douglas County EMA will implement notification procedures and mobilize all personnel, facilities, and physical resources likely to be needed.

E. Actions

Any actions carried out are grouped into the phases of emergency management: Preparedness, Response, Recovery, and Mitigation. Each phase requires specific skills and knowledge to accomplish tasks and requires significant cooperation and collaboration between all agencies.

Overall Actions Assigned to All Members *Preparedness (Pre-Event) Actions for ESF-7 Logistics*	
1	Annually evaluate Critical Workforce staffing needs and report sheltering and/or equipment staging locations as requested.
2	Attend coordination meetings to ensure planning functions are implemented to support this ESF.
3	Conduct a needs assessment and prioritize the deployment of services based on your area of responsibility.
4	Develop appropriate plans, procedures, mutual aid agreements, checklists, go-kits, and other supporting documentation as needed to facilitate execution of the agency's responsibilities to this ESF.
5	Locate and coordinate the use of available space for incident management activities.
6	Participate in exercises and training to test and validate this annex and supporting SOPs.

Overall Actions Assigned to All Members *Response (During Event) Actions for ESF-7 Logistics*	
1	Coordinate pertinent disaster recovery information with the county's Joint Information Center (JIC).
2	Ensure the presence of resources (human and physical) are in sufficient numbers to support the agency's responsibilities to this ESF.
3	Identify damages and/or losses and prepare an action plan for recovery activities.
4	Maintain records of expenditures and document resources utilized during response and recovery operations.
5	Provide support to the EOC.

Overall Actions Assigned to All Members *Response (During Event) Actions for ESF-7 Logistics*	
6	Resume day-to-day operations.
7	Support delivery of services to survivors.

Overall Actions Assigned to All Members *Recovery (Post Event) Actions for ESF-7 Logistics*	
1	Resume day-to-day operations.
2	Support delivery of services to survivors.
3	Conduct recovery and restoration tasks in coordination with the EOC/RCC and federal assistance program guidance.
4	Maintain records of expenditures and document resources utilized during recovery in accordance with ESF-7 policies.

Overall Actions Assigned to All Members *Mitigation Actions for ESF-7 Logistics*	
1	Participate in exercises and training to test and validate this annex and supporting SOPs.

III. Responsibilities

A. ESF Role Aligned to Core Capabilities

The following table lists the response capability that ESF-7 most directly supports, along with the related ESF-7 actions supporting the capability.

Core Capability	ESF-7 Logistics
Logistics and Supply Chain Management	• Deliver essential commodities, equipment, and services in support of the impacted communities and survivors. Synchronize logistics capabilities and enable the restoration of impacted supply chains. This may include, among other things: o Emergency power and fuel support o Coordinate the access to community staples
Supply Chain Integrity and Security	• Strengthen the security and resilience of the supply chain. This may include, among other things: o Fuel Supplies o Feeding Supplies o Health and Medical Supplies

B. Responsibilities

The ESF-7 Coordinator is Douglas County EMA. Within the Douglas County EOC, the Douglas County EMA Coordinator serves dual roles as both the Coordinating and Primary Agency Emergency Coordinator for logistics.

The following list identifies the responsibilities delegated to each agency/organization with ESF-7. The Coordinating and Primary Agency's responsibilities are listed first. The Supporting Agencies follow in alphabetical order.

Coordinating: Douglas County EMA	
Preparedness (Pre-Event) Actions for ESF-7 Logistics	
1	Alert and request assistance, as appropriate.
2	Coordinate the development of a logistical framework to support recovery operations.
3	Coordinate the development of pre-planned contracts as necessary to ensure prompt support from vendors during an emergency or disaster event.
4	Coordinate with local public, private, and non-governmental organizations to establish and maintain a listing of available resources to include services and donated goods for use during an emergency or disaster event.
5	Develop a countywide logistics plan and coordinate with ESF-1 Transportation to support logistics operations.
6	Develop and execute MOUs between Douglas County and supporting agencies/organizations as appropriate.
7	Develop and train ESF-7 personnel on county emergency procurement procedures for acquiring supplies, resources, and equipment.
8	Develop lists of private vendors and suppliers and their available resource.
9	Develop methods and procedures for responding to and complying with resource requests.
10	Develop procedures to maintain records of expenditures and document resources utilized during recovery in accordance with ESF-7 policies.
11	Develop resource inventories based on hazard specific studies and corresponding likely resource requests by ESF.
12	Ensure all ESF-7 personnel integrate NIMS and ICS principles in all planning and preparedness initiatives.
13	Establish a process for notifying volunteer organizations when an emergency or disaster event either threatens or is already occurring within Douglas County.
14	Establish procedures for the reimbursement of private vendors for services rendered during an emergency or disaster event.
15	Identify, locate, and if necessary, recruit personnel to support incident operations after coordination with personnel services and county administration.
16	Maintain a list of volunteers and private organizations, local businesses, and individuals available to provide services, resources, and donated goods.
Response (During Event) Actions for ESF-7 Logistics	
1	Contact appropriate support entities whose personnel, equipment, or other identified resources may be necessary to support operations.
2	Assess initial reports to identify potential resource needs.
3	Assess the continuing volunteer service needs of disaster survivors.
4	Conduct a situational assessment to identify potential resource needs.
5	Coordinate the establishment of a staging area for volunteers to unload, store, or disperse donated goods.
6	Coordinate with ESF-13 Law Enforcement to evaluate the security requirements necessary at warehouse facilities.
7	Coordinate with GEMA/HS to establish procedures for deploying state resources and personnel to support emergency operations at warehouse facilities, staging areas, and any other area where a need exists.
8	Establish a resource tracking and accounting system, including management reports.

Coordinating: Douglas County EMA	
9	Execute countywide logistics plan and coordinate with ESF-1 Transportation to support logistics operations.
10	Identify procurement resources and potential facility locations in the disaster area of operations.
11	Locate, procure, and issue to county agencies the necessary resources to support emergency operations. This includes coordination with the Purchasing Department to identify prospective staging area warehouses available for lease to replace damaged or destroyed facilities.
12	Procure required stocks from vendors or suppliers when county supplies are not available.
13	Provide necessary information for public release to ESF-15 External Affairs to be disseminated to the general public.
Recovery (Post Event) Actions for ESF-7 Logistics	
1	Assess the continuing volunteer service needs of disaster survivors.
2	Anticipate and plan for arrival of and coordination with state ESF-7 personnel in the EOC and the Joint Field Office (JFO).
3	Conduct procurement activities as long as necessary and until all identified procurement needs have been met.
4	Coordinate staging areas for volunteers to unload, store, or disperse donated goods.
5	Coordinate the continued support of delivery of services to emergency response entities and disaster survivors through the emergency or disaster event.
Mitigation Actions for ESF-7 Logistics	
1	Alert and request assistance, as appropriate.
2	Develop and execute MOUs between Douglas County and supporting agencies/organizations as appropriate.
3	Maintain a list of volunteers and private organizations, local businesses, and individuals available to provide services, resources, and donated goods.
4	Establish a process for notifying volunteer organizations when an emergency or disaster event either threatens or is already occurring within Douglas County.
5	Document matters that may be needed for inclusion in agency or state/federal briefings, situation reports, and action plans.
6	Support and plan for mitigation measures.
7	Support requests and directives resulting from the state concerning mitigation and/or redevelopment activities.

Primary: Douglas County EMA	
Preparedness (Pre-Event) Actions for ESF-7 Logistics	
1	Alert and request assistance, as appropriate.
2	Coordinate the development of a logistical framework to support recovery operations.
3	Coordinate the development of pre-planned contracts as necessary to ensure prompt support from vendors during an emergency or disaster event.
4	Coordinate with local public, private, and non-governmental organizations to establish and maintain a listing of available resources to include services and donated goods for use during an emergency or disaster event.

Primary: Douglas County EMA	
5	Develop a countywide logistics plan and coordinate with ESF-1 Transportation to support logistics operations.
6	Develop and execute MOUs between Douglas County and supporting agencies/organizations as appropriate.
7	Develop and train ESF-7 personnel on county emergency procurement procedures for acquiring supplies, resources, and equipment.
8	Develop lists of private vendors and suppliers and their available resource.
9	Develop methods and procedures for responding to and complying with resource requests.
10	Develop procedures to maintain records of expenditures and document resources utilized during recovery in accordance with ESF-7 policies.
11	Develop resource inventories based on hazard specific studies and corresponding likely resource requests by ESF.
12	Ensure all ESF-7 personnel integrate NIMS and ICS principles in all planning and preparedness initiatives.
13	Establish a process for notifying volunteer organizations when an emergency or disaster event either threatens or is already occurring within Douglas County.
14	Establish procedures for the reimbursement of private vendors for services rendered during an emergency or disaster event.
15	Identify, locate, and if necessary, recruit personnel to support incident operations after coordination with personnel services and county administration.
16	Maintain a list of volunteers and private organizations, local businesses, and individuals available to provide services, resources, and donated goods.
Response (During Event) Actions for ESF-7 Logistics	
1	Contact appropriate support entities whose personnel, equipment, or other identified resources may be necessary to support operations.
2	Assess initial reports to identify potential resource needs.
3	Assess the continuing volunteer service needs of disaster survivors.
4	Conduct a situational assessment to identify potential resource needs.
5	Coordinate the establishment of a staging area for volunteers to unload, store, or disperse donated goods.
6	Coordinate with ESF-13 Law Enforcement to evaluate the security requirements necessary at warehouse facilities.
7	Coordinate with GEMA/HS to establish procedures for deploying state resources and personnel to support emergency operations at warehouse facilities, staging areas, and any other area where a need exists.
8	Establish a resource tracking and accounting system, including management reports.
9	Execute countywide logistics plan and coordinate with ESF-1 Transportation to support logistics operations.
10	Identify procurement resources and potential facility locations in the disaster area of operations.
11	Locate, procure, and issue to county agencies the necessary resources to support emergency operations. This includes coordination with the Purchasing Department to identify prospective staging area warehouses available for lease to replace damaged or destroyed facilities.
12	Procure required stocks from vendors or suppliers when county supplies are not available.

Primary: Douglas County EMA	
13	Provide necessary information for public release to ESF-15 External Affairs to be disseminated to the general public.
Recovery (Post Event) Actions for ESF-7 Logistics	
1	Assess the continuing volunteer service needs of disaster survivors.
2	Anticipate and plan for arrival of and coordination with state ESF-7 personnel in the EOC and the Joint Field Office (JFO).
3	Conduct procurement activities as long as necessary and until all identified procurement needs have been met.
4	Coordinate staging areas for volunteers to unload, store, or disperse donated goods.
5	Coordinate the continued support of delivery of services to emergency response entities and disaster survivors through the emergency or disaster event.
Mitigation Actions for ESF-7 Logistics	
1	Alert and request assistance, as appropriate.
2	Develop and execute MOUs between Douglas County and supporting agencies/organizations as appropriate.
3	Maintain a list of volunteers and private organizations, local businesses, and individuals available to provide services, resources, and donated goods.
4	Establish a process for notifying volunteer organizations when an emergency or disaster event either threatens or is already occurring within Douglas County.
5	Document matters that may be needed for inclusion in agency or state/federal briefings, situation reports, and action plans.
6	Support and plan for mitigation measures.
7	Support requests and directives resulting from the state concerning mitigation and/or redevelopment activities.

Supporting: City of Douglasville	
Preparedness (Pre-Event) Actions for ESF-7 Logistics	
1	Identify agency staff representatives to support this ESF and other operational practices during emergency and disaster operations.
Response (During Event) Actions for ESF-7 Logistics	
1	Assess initial reports to identify potential resource needs.
2	Conduct a situational assessment to identify potential resource needs.
3	Coordinate and determine the availability and provision of consumable non-edible supplies stocked in distribution facilities and customer supply center when available.
4	Procure required stocks from vendors or suppliers when county supplies are not available.

Supporting: Douglas County Department of Transportation	
Preparedness (Pre-Event) Actions for ESF-7 Logistics	
1	Identify agency staff representatives to support this ESF and other operational practices during emergency and disaster operations.
Response (During Event) Actions for ESF-7 Logistics	
1	Assess initial reports to identify potential resource needs.
2	Conduct a situational assessment to identify potential resource needs.

Supporting: Douglas County Finance	
Preparedness (Pre-Event) Actions for ESF-7 Logistics	
1	Coordinate the development of pre-planned contracts as necessary to ensure prompt support from vendors during an emergency or disaster event.
2	Develop procedures to maintain records of expenditures and document resources utilized during recovery in accordance with ESF-7 policies.
3	Establish procedures for the reimbursement of private vendors for services rendered during an emergency or disaster event.
4	Identify agency staff representatives to support this ESF and other operational practices during emergency and disaster operations.
Response (During Event) Actions for ESF-7 Logistics	
1	Coordinate and determine the availability and provision of consumable non-edible supplies stocked in distribution facilities and customer supply center when available.
2	Establish a resource tracking and accounting system, including management reports.
3	Locate, procure, and issue to county agencies the necessary resources to support emergency operations. This includes coordination with the Purchasing Department to identify prospective staging area warehouses available for lease to replace damaged or destroyed facilities.
4	Procure required stocks from vendors or suppliers when county supplies are not available.
Recovery (Post Event) Actions for ESF-7 Logistics	
1	Conduct procurement activities as long as necessary and until all identified procurement needs have been met.
2	Coordinate the continued support of delivery of services to emergency response entities and disaster survivors through the emergency or disaster event.

Supporting: Douglas County Fire/EMS Department	
Preparedness (Pre-Event) Actions for ESF-7 Logistics	
1	Identify agency staff representatives to support this ESF and other operational practices during emergency and disaster operations.
Response (During Event) Actions for ESF-7 Logistics	
1	Assess initial reports to identify potential resource needs.
2	Conduct a situational assessment to identify potential resource needs.

Supporting: Douglas County Parks & Recreation	
Preparedness (Pre-Event) Actions for ESF-7 Logistics	
1	Identify agency staff representatives to support this ESF and other operational practices during emergency and disaster operations.
Response (During Event) Actions for ESF-7 Logistics	
1	Assess initial reports to identify potential resource needs.
2	Conduct a situational assessment to identify potential resource needs.

Supporting: Douglas County Public Works	
Preparedness (Pre-Event) Actions for ESF-7 Logistics	
1	Identify agency staff representatives to support this ESF and other operational practices during emergency and disaster operations.
Response (During Event) Actions for ESF-7 Logistics	
1	Assess initial reports to identify potential resource needs.
2	Conduct a situational assessment to identify potential resource needs.

Supporting: Douglas County Purchasing	
Preparedness (Pre-Event) Actions for ESF-7 Logistics	
1	Coordinate the development of a logistical framework to support recovery operations.
2	Coordinate the development of pre-planned contracts as necessary to ensure prompt support from vendors during an emergency or disaster event.
3	Develop a countywide logistics plan and coordinate with ESF-1 Transportation to support logistics operations.
4	Develop and train ESF-7 personnel on county emergency procurement procedures for acquiring supplies, resources, and equipment.
5	Develop lists of private vendors and suppliers and their available resource.
6	Develop methods and procedures for responding to and complying with resource requests.
7	Develop procedures to maintain records of expenditures and document resources utilized during recovery in accordance with ESF-7 policies.
8	Establish procedures for the reimbursement of private vendors for services rendered during an emergency or disaster event.
9	Identify agency staff representatives to support this ESF and other operational practices during emergency and disaster operations.
10	Identify, locate, and if necessary, recruit personnel to support incident operations after coordination with personnel services and county administration.
Response (During Event) Actions for ESF-7 Logistics	
1	Coordinate and determine the availability and provision of consumable non-edible supplies stocked in distribution facilities and customer supply center when available.
2	Establish a resource tracking and accounting system, including management reports.
3	Locate, procure, and issue to county agencies the necessary resources to support emergency operations. This includes coordination with the Purchasing Department to identify prospective staging area warehouses available for lease to replace damaged or destroyed facilities.
4	Procure required stocks from vendors or suppliers when county supplies are not available.
Recovery (Post Event) Actions for ESF-7 Logistics	
1	Conduct procurement activities as long as necessary and until all identified procurement needs have been met.
2	Coordinate the continued support of delivery of services to emergency response entities and disaster survivors through the emergency or disaster event.

Supporting: Douglas County School System	
Preparedness (Pre-Event) Actions for ESF-7 Logistics	
1	Identify agency staff representatives to support this ESF and other operational practices during emergency and disaster operations.
Response (During Event) Actions for ESF-7 Logistics	
1	Conduct a situational assessment to identify potential resource needs.
2	Coordinate and determine the availability and provision of consumable non-edible supplies stocked in distribution facilities and customer supply center when available.
3	Locate, procure, and issue resources to other School System departments for the use in emergency operations necessary to support the LEOP or to promote public safety.
4	Procure required stocks from vendors or suppliers when county supplies are not available.

Supporting: Douglas County Sheriff's Office	
Preparedness (Pre-Event) Actions for ESF-7 Logistics	
1	Identify agency staff representatives to support this ESF and other operational practices during emergency and disaster operations.
Response (During Event) Actions for ESF-7 Logistics	
1	Assess initial reports to identify potential resource needs.
2	Conduct a situational assessment to identify potential resource needs.

IV. Financial Management

Once an emergency declaration is in effect ESF-7, in conjunction with its support agencies, assumes the full responsibility for resource support for all departments within the guidelines of the declaration. All interdepartmental and a portion of intra-departmental procurement from existing inventories is handled on the departmental level with no assistance from ESF-7. If assistance is necessary, departments are instructed to document all transactions pursuant to FEMA audit requirements. Resources obtained from outside sources (other governmental entities or commercial suppliers) are routed through ESF-7 as necessary.

Procurement procedures should be outlined in an emergency purchasing procedures manual. This manual should be complete with a copy of telephone and fax numbers for emergency vendors sorted by product or service. Agreements with emergency vendors should be made in advance so that necessary supplies can be provided to authorized Douglas County officials and employees with little to no notice at the normal government discount rate. Expenditures must be documented during and after an incident in order for cost recovery. All response agencies should work with ESF-7 personnel in notifying Douglas County EMA of expenditures based on standard accounting procedures. Each agency is responsible for tracking its own costs associated with operations using its standard accounting and tracking procedures. Additionally, each agency is responsible for monitoring staff hours using established tracking systems and requesting financial reimbursement, as applicable, for staff hours incurred in association with operations.

V. References and Authorities

References:

1. Developing and Maintaining Emergency Operations Plans: Comprehensive Preparedness Guide (CPG) 101 - September 2021, Version 3.0
2. National Incident Management System, Third Edition - October 2017
3. National Response Framework, Fourth Edition - October 28, 2019

Authorities:

1. Robert T. Stafford Disaster Relief and Emergency Assistance Act, Public Law 93-288, as amended - https://www.fema.gov/sites/default/files/2020-03/stafford-act_2019.pdf
2. Georgia Emergency Management Act of 1981, as amended
3. Douglas County Board of Commissioners - Douglas County, Georgia - Code of Ordinances, Chapter 7.7 - Emergency Management
4. Code of Ordinances of the City of Douglasville, GA - Chapter 30 - Civil Emergencies

A Presidentially declared disaster is generally required for Federal agencies to become involved in disaster response and assistance. The Governor must declare a state of emergency and request a Presidential Disaster Declaration under the Robert T. Stafford Disaster Relief and Emergency Assistance Act, as amended, through the regional FEMA office. This request is evaluated and then forwarded to the national office and then on to the President's desk for approval. A more complete description can be found within the Department of Homeland Security's National Response Framework, Fourth Edition.

ESF-8 Public Health and Medical Services

Coordinating Agency:
Cobb & Douglas Public Health

Primary Agency:
Cobb & Douglas Public Health

Support Agencies:
American Red Cross - Greater Atlanta Chapter
Douglas County Animal Services
Douglas County Connect Douglas
Douglas County Coroner's Office
Douglas County Division of Family and Children Services
Douglas County EMA
Douglas County Fire/EMS Department
Douglas County School System
Douglas County Senior Services
Wellstar Douglas Medical Center

I. Purpose and Scope

The emergency support function of Public Health and Medical Services involves direction and coordination, operations, and follow-through during an emergency of disaster.

A. Purpose

ESF-8 Public Health and Medical Services provides operational guidance to departments/organizations that are assigned to work within this ESF. The mission of ESF-8 is to provide the mechanism for coordinated County assistance to municipal resources by addressing the public health and medical needs of residents, disaster survivors, and emergency response workers during disasters, potential disasters, or events that have the potential to impact the public health. This, however, is not a tactical response document. ESF-8 establishes the framework for the implementation of procedures addressing the local identification, registration, evacuation, and sheltering support of individuals with access and functional needs.

1. ESF-8 will coordinate all resources related to health and medical issues and shall monitor field deployment of medical personnel and resources.
2. ESF-8 will not release medical information on individual patients to the general public to ensure patient confidentiality protection.
3. ESF-8 will prepare reports on casualties/patients to be provided to the American Red Cross for inclusion in the Disaster Welfare Information System and to ESF-15 External Affairs.
4. ESF-8 will establish clear lines of communication and integration of expectations will be established on a routine basis with the EOC.

B. Scope

ESF-8 acts to meet the Health / Medical and essential elements of information needs of operations to include emergency medical services personnel, facilities, vehicles, equipment, and supplies for disaster survivors, including those with access and functional needs in an emergency or a disaster. The emergency operations necessary for the performance of this function include, but are not limited to:

1. Preparedness
    a. General
        i. Develop mutual support relationships with professional associations and other private services and volunteer organizations that may assist during an emergency or disaster.
        ii. Participate in exercises and training to validate this annex and supporting SOPs.
        iii. Ensure all ESF-8 personnel integrate NIMS and ICS principles in all planning and preparedness initiatives.
    b. Medical Care
        i. Coordinate the provision of medical and dental care.
        ii. Identify and coordinate the deployment of doctors, nurses, technicians, and other medical personnel to disaster areas.
        iii. Maintain inventory lists of medical supplies, equipment, ambulance services, hospitals, clinics, and first aid units.
        iv. Plan for establishment of staging areas for medical personnel, equipment, and supplies.
        v. When emergency facilities are not available, plan for establishment of emergency medical care centers.
        vi. Plan for requesting medical assistance teams and coordinate for their support while operating within the county.
        vii. Assure that healthcare facilities (i.e., hospitals, nursing homes, youth and adult medical care facilities) develop patient reduction, evacuation, and relocation procedures.
    c. Persons with Access and Functional Needs
        i. Identify and contact the access and functional needs population and assisted living facilities to coordinate assistance and conduct needs assessments.
        ii. Consider all needs, such as persons with physical disabilities, special medical needs, and communication disabilities, the elderly, and those with limited English proficiency, in the planning process.
        iii. Develop evacuation and relocation procedures for persons with access and functional needs.
        iv. Develop procedures to monitor health information and records of persons being evacuated or relocated.

v. Plan for the deployment of food services or medical services to persons with limited mobility.
vi. Establish plan for evacuation and care of access and functional needs in conjunction with state partners.

d. Public Health and Sanitation
i. Develop procedures to protect the public from communicable diseases and contamination of food, water, and drug supplies (including veterinary drugs).
ii. Develop procedures to monitor public health information.
iii. Develop sanitation inspection procedures and protocols to control unsanitary conditions.
iv. Develop procedures for the inspection of individual water supplies.
v. Develop procedures for identification of disease, vector, and epidemic control.
vi. Develop emergency immunization procedures.
vii. Identify laboratory testing facilities.

e. Crisis Counseling
i. Develop procedures for rapidly providing crisis counseling and mental health/substance abuse assistance to individuals and families, to include organizing and training crisis counseling teams.
ii. Develop support relationships with government agencies, professional associations, private services, and volunteer organizations to provide mental health and substance abuse assistance during disasters.

2. Response
a. General
i. Coordinate information releases to the public with the EOC public information officer/Chief Communications Officer.
ii. Coordinate with state and federal agencies are required.
iii. Maintain records of expenditures and resources used for possible later reimbursement.

b. Medical Care
i. Coordinate the delivery of health and medical services.
ii. Arrange for the provision of medical personnel, equipment, pharmaceuticals, and supplies.
iii. Assist the coordination of patient evacuation and relocation.
iv. Assist with hazardous materials response.

c. Public Health and Sanitation
i. Manage public health and sanitation services.
ii. Determine need for health surveillance programs through the county.
iii. Issue Public Health notice for clean-up on private property.
iv. Arrange for the provision of medical personnel, equipment, and supplies as well as special dietary and housing needs.

v. Notify state of planning limitation regarding evacuation and core individuals with access and functional needs.

d. Crisis Counseling
   i. Coordinate for the provision of mental health and recovery services to individuals, families, and communities.

3. Recovery
   a. General
      i. Anticipate and plan for the arrival of and coordination with state ESF-8 personnel in the EOC and the Joint Field Office (JFO).
      ii. Ensure ESF-8 members or their agencies maintain appropriate records of activities and costs incurred during the event.
   b. Medical Care
      i. Assist with restoration of essential health and medical care systems.
      ii. Assist with restoration of permanent medical facilities to operational status.
      iii. Assist with restoration of pharmacy services to operational status.
      iv. Assist with emergency pharmacy and laboratory services.
   c. Persons with Access and Functional Needs
      i. Continue coordination with agencies and organizations caring for persons with access and functional needs for return to assisted living facilities or relocation.
      ii. Encourage and assist vulnerable populations to create and keep emergency preparedness and response plans.
   d. Public Health and Sanitation
      i. Monitor environmental and epidemiological surveillance.
      ii. Continue long-term emergency environmental activities.
   e. Crisis Counseling
      i. Coordinate the management of continuous mental health and substance abuse assistance to individuals and families.
4. Mitigation
   a. Support and plan for mitigation measures.
   b. Support requests and directives resulting from the state concerning mitigation and/or re-development activities.
   c. Document matters that may be needed for inclusion in agency or state/federal briefings, situation reports, and action plans.

II. Concept of Operations

A. General

The ESF-8 coordinating agency will develop and maintain SOPs in cooperation with Douglas County EMA, primary, and support agencies. Periodic training and exercises will be used to enhance capabilities and effectiveness. ESF-8 will work with its support agency counterparts to seek and

procure resources, plan, coordinate, and/or direct the use of any requested assets in the event an incident occurs that requires local or State mutual aid assistance.

Throughout the response and recovery periods, ESF-8 agencies will evaluate and analyze information regarding public health and medical services needs in addition to developing and updating situational information and status in the impacted area and performing contingency planning to meet anticipated demands and/or needs.

Mitigation/Preparedness

1. Coordinate MOUs with all appropriate agencies and organizations for the provision of services to or on behalf of affected individuals and families.
2. Plan for the continuity of health and medical services, in conjunction with Douglas County EMA, American Red Cross, community mental health agencies, and rehabilitation services offices.
3. Establish a directory of health and medical resources.
4. Work with the American Red Cross on the identification of volunteers and provision of training.
5. Maintain a coordinated approach with state public health.
6. Participate in drills and exercises to evaluate health and medical services response capability.

Response/Recovery

1. Assist Douglas County EMA with health and medical resources, services, and personnel upon notification of an emergency or disaster.
2. Support the American Red Cross with health and medical services during shelter operations, as requested upon opening.
3. Secure, in conjunction with Douglas County EMA, American Red Cross, other agencies and organizations, and the private sector, mental health, rehabilitation assistance, and other services, when necessary.
4. Assist Douglas County EMA, American Red Cross, other community agencies and organizations, and the private sector with issues affecting people who have special needs.
5. Provide informational support to emergency medical services.
6. Channel all relevant health and medical information for public release through Douglas County EMA and state public health.
7. Continue service assistance throughout reentry and until all health and medical issues are resolved.
8. Maintain records of expenditures and document resources utilized during recovery.

B. Direction and Control

Cobb & Douglas Public Health is the ESF-8 coordinating agency. The staff member serving as Coordinator is appointed by and located within Cobb & Douglas Public Health. When support is necessary, the Coordinator coordinates all aspects of ESF-8. ESF-8 is compliant with both the National Response Framework (NRF) and NIMS, and, as such, guides the direction and control

system adopted by Douglas County EMA. Douglas County EMA functions as the official disaster prevention, protection, mitigation, response, and recovery organization within Douglas County.

ESF-8 may operate at two levels: 1) Douglas County EOC; and/or 2) field operations.

During emergency activations, all management decisions about logistical support services are made at the Douglas County EOC by the Coordinator. In accordance with mission assignment, each primary and/or support organization assisting in the deployment of ESF-8 will retain administrative control over its own resources and personnel but will remain under the operational control of ESF-8. Mission operational control may be delegated to the field by Douglas County EOC.

C. Organization

1. County
    a. When Douglas County EOC activates, personnel from both primary and support agencies are integrated with Cobb & Douglas Public Health staff to provide support.
    b. During an emergency or disaster, ESF-8 falls under the purview of the Emergency Services Branch with the Operations Section.
    c. During the response phase, Douglas County EOC evaluates and analyzes information about medical and public health assistance requests. ESF-8 also develops and updates assessments of medical and public health status in the impacted area and undertakes contingency planning to meet any anticipated demands.
    d. Douglas County EMA develops and maintains this Annex with input from Cobb & Douglas Public Health. Cobb & Douglas Public Health will also develop and maintain any accompanying appendices, annexes, and standard operating guidelines that govern response actions related to emergencies. Primary and support agencies should likewise develop and maintain their own similar documents for internal use. Such documents must also be NRF, NIMS, ICS, and EOC compliant.
    e. Testing of this ESF is outlined in Annex E: Testing, Training, and Exercises / Plan Maintenance.
2. State of Georgia
    a. When the GEMA/HS State Operations Center activates, the Georgia Department of Public Health is the designated lead agency for State medical and public health needs and may provide a liaison to local emergency operations centers to facilitate any resource requests for medical and public health services.
    b. GEMA/HS, in coordination with the Georgia Department of Public Health, develops and maintains ESF-8.

D. Alerts and Notifications

1. Cobb & Douglas Public Health will notify Douglas County EMA when information comes to their attention that indicates an incident is imminent or developing.

2. ESF-8 will activate or enter standby upon notification by Douglas County EOC. Representatives or designees from Cobb & Douglas Public Health will manage incident activities.
3. Once instructions are received to activate or place staff on standby, Cobb & Douglas Public Health will implement notification procedures and mobilize all personnel, facilities, and physical resources likely to be needed.

E. Actions

Any actions carried out are grouped into the phases of emergency management: Preparedness, Response, Recovery, and Mitigation. Each phase requires specific skills and knowledge to accomplish tasks and requires significant cooperation and collaboration between all agencies.

Overall Actions Assigned to All Members *Preparedness (Pre-Event) Actions for ESF-8 Public Health and Medical Services*	
1	Develop appropriate plans, procedures, mutual aid agreements, checklists, go-kits, and other supporting documentation as needed to facilitate the execution of the agency's responsibilities to this ESF.
2	Attend at least quarterly meetings to ensure planning functions are carried out to support this ESF.
3	Ensure the presence of resources (human and physical) are in sufficient numbers to support the Agency's responsibilities to this ESF.
4	Identify Agency staff representative to support this ESF and other operational practices during emergency and disaster operations.
5	Ensure agency staff maintain and integrate NIMS and ICS principles and report compliance measurements annually as requested.
6	Participate in drills, exercises, and other preparedness events to evaluate agency readiness to support the ESF.

Overall Actions Assigned to All Members *Response (During Event) Actions for ESF-8 Public Health and Medical Services*	
1	Coordinate with state and federal agencies as required.
2	Maintain records of expenditures and document resources utilized during response and recovery operations.
3	Provide staff for the establishment of a reception and support center for friends and family of disaster survivors.
4	Provide support staffing to the EOC.
5	Ensure the presence of resources (human and physical) are in sufficient numbers to support the Agency's responsibilities to this ESF.

Overall Actions Assigned to All Members *Recovery (Post Event) Actions for ESF-8 Public Health and Medical Services*	
1	Maintain records of expenditures and document resources utilized during response and recovery operations.
2	Provide support staffing to the EOC.

Overall Actions Assigned to All Members *Recovery (Post Event) Actions for ESF-8 Public Health and Medical Services*	
3	Anticipate and plan for the arrival of and coordination with state ESF-8 personnel in the EOC and Joint Field Office (JFO).
4	Conduct recovery and restoration tasks in coordination with the EOC/RCC and federal assistance program guidance.
5	Ensure the presence of resources (human and physical) are in sufficient numbers to support the Agency's responsibilities to this ESF.

Overall Actions Assigned to All Members *Mitigation Actions for ESF-8 Public Health and Medical Services*	
1	Develop appropriate plans, procedures, mutual aid agreements, checklists, go-kits, and other supporting documentation as needed to facilitate the execution of the agency's responsibilities to this ESF.
2	Document matters that may be needed for inclusion in agency or state/federal briefings, situation reports, and action plans.
3	Support and plan for mitigation measures.
4	Support requests and directives resulting from the state concerning mitigation and/or re-development activities.

F. Special Tasks

During ongoing events, ESF-8 agencies may coordinate and communicate with the other ESF's such as:

- Coordinate through ESF-5 Emergency Management for the use of state resources.
- Notify appropriate agencies to coordinate for the medical assistance needs of evacuees upon arrival at temporary shelter locations.
- Notify ESF-3 Public Works and Engineering and ESF-12 Energy of any engineering or energy issues.
- Coordinate with ESF-10 Oil and Hazardous Materials Response for the decontamination of patients with HAZMAT exposure.
- Coordinate with ESF-6 Mass Care, Emergency Assistance, Housing, and Human Services to share information on sheltering activities.
- Coordinate with ESF-4 Firefighting on EMS transport needs.

III. Responsibilities

A. ESF Role Aligned to Core Capability

The following table lists the response capability that ESF-8 more directly supports, along with the related ESF-8 actions supporting the capability.

Core Capability	ESF-8 Health and Medical
Public Health, Healthcare, and	• Provide Lifesaving medical treatment via Emergency Medical Services and related operations and avoid additional disease and injury by providing targeted public health, medical, and behavioral health

Core Capability	ESF-8 Health and Medical
Emergency Medical Services	support and products to all affected populations. This includes but is not limited to: ○ Hurricane Registry ○ Disease prevention and protection
Health and Social Services	• Restore and improve health and social services capabilities and networks to promote the resilience, independence, health (including behavioral health), and well-being of the whole community. This includes but is not limited to: ○ Community Care Providers ○ Medical Facilities

B. Responsibilities

The ESF-8 Coordinator is Cobb & Douglas Public Health. Within the Douglas County EOC, the Cobb & Douglas Public Health Coordinator serves dual roles as both the Coordinating and Primary Agency Emergency Coordinator for mass care, emergency assistance, housing, and human services.

The following list identifies the responsibilities delegated to each agency/organization with ESF-8. The Coordinating and Primary Agency's responsibilities are listed first. The Supporting Agencies follow in alphabetical order.

Coordinating: Cobb & Douglas Public Health	
Preparedness (Pre-Event) Actions for ESF-8 Public Health and Medical Services	
1	Conduct a situational assessment to determine the health and medical needs associated with the emergency or disaster event.
2	Coordinate MOUs with all appropriate agencies and organizations for the provision of services to, or on the behalf of, affected individuals and families.
3	Coordinate the establishment of both active and passive surveillance systems to ensure the protection of public health.
4	Plan for the continuity of health and medical services in conjunction with Douglas County EMA, the American Red Cross, community mental health agencies, and rehabilitation service offices.
5	Work with the American Red Cross on the identification of volunteers and provision of training.
6	Coordinate situational assessments to determine priorities regarding Health and Medical effects to the community.
7	Coordinate the integration of public and private services into the emergency or disaster response.
8	Establish procedures to obtain the names of those affected by the emergency or disaster event to facilitate health and welfare communications between appropriate agencies and members of the immediate family.
9	Ensure that healthcare facilities (i.e., hospitals, nursing homes, youth and adult medical care facilities) develop patient reduction, evacuation, and relocation procedures.

Coordinating: Cobb & Douglas Public Health	
10	Consider all needs, such as persons with physical disabilities, special medical needs, and communication disabilities, the elderly, and those with limited English proficiency, in the planning process.
11	Coordinate ESF meetings to ensure constant state of readiness.
12	Coordinate the provision of medical and dental care.
13	Develop emergency immunization procedures.
14	Develop evacuation and relocation procedures for persons with access and functional needs.
15	Develop procedures for identification of disease, vector, and epidemic control.
16	Develop procedures for rapidly providing crisis counseling and mental health/substance abuse assistance to individuals and families, to include organizing and training crisis counseling teams.
17	Develop procedures for the inspection of individual water supplies.
18	Develop procedures to monitor health information and records of persons being evacuated or relocated.
19	Develop procedures to monitor public health information.
20	Develop sanitation inspection procedures and protocols to control unsanitary conditions.
21	Establish a directory of health and medical resources.
22	Establish a protocol for prioritizing response actions.
23	Establish plan for evacuation and care of access and functional needs individuals in conjunction with State partners.
24	Identify and contact the access and functional needs populous along with assisted living facilities to coordinate assistance and conduct needs assessments.
25	Identify and coordinate the deployment of doctors, nurses, technicians, and other medical personnel to disaster areas.
26	Identify laboratory testing facilities.
27	Maintain a coordinated approach with state public health.
28	Maintain inventory lists of medical supplies, equipment, ambulance services, hospitals, clinics, and first aid units.
29	Plan for the establishment of staging areas for medical personnel, equipment, and supplies.
30	Plan for requesting medical assistance teams and coordinate their support while operating within the county.
31	Plan for the deployment of food or medical services to persons with limited mobility.
32	When emergency facilities are not available, plan for the establishment of emergency medical care centers.
33	Develop procedures to protect the public from communicable diseases and contamination of food, water, and drug supplies (including veterinary drugs).
34	Develop support relationships with government agencies, professional associations, private services, and volunteer organizations to provide mental health and substance abuse assistance during disasters.
Response (During Event) Actions for ESF-8 Public Health and Medical Services	
1	Arrange for the provision of medical personnel, equipment, pharmaceuticals, and supplies as well as special dietary and housing needs.

Coordinating: Cobb & Douglas Public Health	
2	Assist Douglas County EMA with health and medical resources, services, and personnel upon notification of an emergency or disaster.
3	Assist with hazardous materials response.
4	Continue service assistance throughout reentry and until all health and medical issues are resolved.
5	Coordinate and direct the activation and deployment of resources to include health/medical personnel, supplies, and equipment to support disaster response and recovery operations.
6	Coordinate the delivery of health and medical services.
7	Coordinate the release of boil water orders, safety issues, and other pertinent information for public health with ESF-15.
8	Determine the need for health surveillance programs throughout the county.
9	Manage public health and sanitation services.
10	Notify the State of any planning limitations regarding evacuation and core individuals with access and functional needs.
11	Provide informational support to emergency medical services.
12	Provide leadership in directing, coordinating, and integrating the overall countywide efforts to provide medical and public health assistance to disaster survivors.
13	Provide supplementary medical, nursing aid, and other health services upon request and in accordance with current capabilities.
14	Provide technical assistance in coordination to the response for hazardous materials incidents, safety of food and drugs, radiological hazards, vector control, mental health emergencies, potable water/wastewater/solid waste, and victim identification/mortuary services.
15	Support the American Red Cross with health and medical services during shelter operations, as requested upon opening.
Recovery (Post Event) Actions for ESF-8 Public Health and Medical Services	
1	Assist Douglas County EMA with health and medical resources, services, and personnel upon notification of an emergency or disaster.
2	Continue service assistance throughout reentry and until all health and medical issues are resolved.
3	Coordinate and direct the activation and deployment of resources to include health/medical personnel, supplies, and equipment to support disaster response and recovery operations.
4	Coordinate the release of boil water orders, safety issues, and other pertinent information for public health with ESF-15.
5	Provide informational support to emergency medical services.
6	Provide leadership in directing, coordinating, and integrating the overall countywide efforts to provide medical and public health assistance to disaster survivors.
7	Provide supplementary medical, nursing aid, and other health services upon request and in accordance with current capabilities.
8	Support the American Red Cross with health and medical services during shelter operations, as requested upon opening.
9	Assist with emergency pharmacy and laboratory services.
10	Assist with restoration of essential health and medical care systems.
11	Assist with restoration of permanent medical facilities to operational status.

Coordinating: Cobb & Douglas Public Health	
12	Assist with restoration of pharmacy services to operational status.
Mitigation Actions for ESF-8 Public Health and Medical Services	
1	Conduct a situational assessment to determine the health and medical needs associated with the emergency or disaster event.
2	Coordinate MOUs with all appropriate agencies and organizations for the provision of services to, or on the behalf of, affected individuals and families.
3	Coordinate the establishment of both active and passive surveillance systems to ensure the protection of public health.
4	Plan for the continuity of health and medical services in conjunction with Douglas County EMA, the American Red Cross, community mental health agencies, and rehabilitation service offices.
5	Work with the American Red Cross on the identification of volunteers and provision of training.

Primary: Cobb & Douglas Public Health	
Preparedness (Pre-Event) Actions for ESF-8 Public Health and Medical Services	
1	Conduct a situational assessment to determine the health and medical needs associated with the emergency or disaster event.
2	Coordinate MOUs with all appropriate agencies and organizations for the provision of services to, or on the behalf of, affected individuals and families.
3	Coordinate the establishment of both active and passive surveillance systems to ensure the protection of public health.
4	Plan for the continuity of health and medical services in conjunction with Douglas County EMA, the American Red Cross, community mental health agencies, and rehabilitation service offices.
5	Work with the American Red Cross on the identification of volunteers and provision of training.
6	Coordinate situational assessments to determine priorities regarding Health and Medical effects to the community.
7	Coordinate the integration of public and private services into the emergency or disaster response.
8	Establish procedures to obtain the names of those affected by the emergency or disaster event to facilitate health and welfare communications between appropriate agencies and members of the immediate family.
9	Ensure that healthcare facilities (i.e., hospitals, nursing homes, youth and adult medical care facilities) develop patient reduction, evacuation, and relocation procedures.
10	Consider all needs, such as persons with physical disabilities, special medical needs, and communication disabilities, the elderly, and those with limited English proficiency, in the planning process.
11	Coordinate ESF meetings to ensure constant state of readiness.
12	Coordinate the provision of medical and dental care.
13	Develop emergency immunization procedures.
14	Develop evacuation and relocation procedures for persons with access and functional needs.

Primary: Cobb & Douglas Public Health	
15	Develop procedures for identification of disease, vector, and epidemic control.
16	Develop procedures for rapidly providing crisis counseling and mental health/substance abuse assistance to individuals and families, to include organizing and training crisis counseling teams.
17	Develop procedures for the inspection of individual water supplies.
18	Develop procedures to monitor health information and records of persons being evacuated or relocated.
19	Develop procedures to monitor public health information.
20	Develop sanitation inspection procedures and protocols to control unsanitary conditions.
21	Establish a directory of health and medical resources.
22	Establish a protocol for prioritizing response actions.
23	Establish plan for evacuation and care of access and functional needs individuals in conjunction with State partners.
24	Identify and contact the access and functional needs populous along with assisted living facilities to coordinate assistance and conduct needs assessments.
25	Identify and coordinate the deployment of doctors, nurses, technicians, and other medical personnel to disaster areas.
26	Identify laboratory testing facilities.
27	Maintain a coordinated approach with state public health.
28	Maintain inventory lists of medical supplies, equipment, ambulance services, hospitals, clinics, and first aid units.
29	Plan for the establishment of staging areas for medical personnel, equipment, and supplies.
30	Plan for requesting medical assistance teams and coordinate their support while operating within the county.
31	Plan for the deployment of food or medical services to persons with limited mobility.
32	When emergency facilities are not available, plan for the establishment of emergency medical care centers.
33	Develop procedures to protect the public from communicable diseases and contamination of food, water, and drug supplies (including veterinary drugs).
34	Develop support relationships with government agencies, professional associations, private services, and volunteer organizations to provide mental health and substance abuse assistance during disasters.
Response (During Event) Actions for ESF-8 Public Health and Medical Services	
1	Arrange for the provision of medical personnel, equipment, pharmaceuticals, and supplies as well as special dietary and housing needs.
2	Assist Douglas County EMA with health and medical resources, services, and personnel upon notification of an emergency or disaster.
3	Assist with hazardous materials response.
4	Continue service assistance throughout reentry and until all health and medical issues are resolved.
5	Coordinate and direct the activation and deployment of resources to include health/medical personnel, supplies, and equipment to support disaster response and recovery operations.
6	Coordinate the delivery of health and medical services.

Primary: Cobb & Douglas Public Health	
7	Coordinate the release of boil water orders, safety issues, and other pertinent information for public health with ESF-15.
8	Determine the need for health surveillance programs throughout the county.
9	Manage public health and sanitation services.
10	Notify the State of any planning limitations regarding evacuation and core individuals with access and functional needs.
11	Provide informational support to emergency medical services.
12	Provide leadership in directing, coordinating, and integrating the overall countywide efforts to provide medical and public health assistance to disaster survivors.
13	Provide supplementary medical, nursing aid, and other health services upon request and in accordance with current capabilities.
14	Provide technical assistance in coordination to the response for hazardous materials incidents, safety of food and drugs, radiological hazards, vector control, mental health emergencies, potable water/wastewater/solid waste, and victim identification/mortuary services.
15	Support the American Red Cross with health and medical services during shelter operations, as requested upon opening.
Recovery (Post Event) Actions for ESF-8 Public Health and Medical Services	
1	Assist Douglas County EMA with health and medical resources, services, and personnel upon notification of an emergency or disaster.
2	Continue service assistance throughout reentry and until all health and medical issues are resolved.
3	Coordinate and direct the activation and deployment of resources to include health/medical personnel, supplies, and equipment to support disaster response and recovery operations.
4	Coordinate the release of boil water orders, safety issues, and other pertinent information for public health with ESF-15.
5	Provide informational support to emergency medical services.
6	Provide leadership in directing, coordinating, and integrating the overall countywide efforts to provide medical and public health assistance to disaster survivors.
7	Provide supplementary medical, nursing aid, and other health services upon request and in accordance with current capabilities.
8	Support the American Red Cross with health and medical services during shelter operations, as requested upon opening.
9	Assist with emergency pharmacy and laboratory services.
10	Assist with restoration of essential health and medical care systems.
11	Assist with restoration of permanent medical facilities to operational status.
12	Assist with restoration of pharmacy services to operational status.
Mitigation Actions for ESF-8 Public Health and Medical Services	
1	Conduct a situational assessment to determine the health and medical needs associated with the emergency or disaster event.
2	Coordinate MOUs with all appropriate agencies and organizations for the provision of services to, or on the behalf of, affected individuals and families.
3	Coordinate the establishment of both active and passive surveillance systems to ensure the protection of public health.

Primary: Cobb & Douglas Public Health	
4	Plan for the continuity of health and medical services in conjunction with Douglas County EMA, the American Red Cross, community mental health agencies, and rehabilitation service offices.
5	Work with the American Red Cross on the identification of volunteers and provision of training.

Supporting: American Red Cross - Greater Atlanta Chapter	
Preparedness (Pre-Event) Actions for ESF-8 Public Health and Medical Services	
1	Annually evaluate Critical Workforce staffing needs and report sheltering and/or equipment staging locations as requested.
2	Establish mental health crisis counseling center as appropriate.
3	Establish procedures to obtain the names of those affected by the emergency or disaster event to facilitate health and welfare communications between appropriate agencies and members of the immediate family.
4	Develop support relationships with government agencies, professional associations, private services, and volunteer organizations to provide mental health and substance abuse assistance during disasters.
Response (During Event) Actions for ESF-8 Public Health and Medical Services	
1	Coordinate pertinent disaster recovery information dissemination with the county's Joint Information Center (JIC).
2	Identify damages and/or losses and prepare an action plan for recovery activities.
3	Provide assistance to disaster survivors for the replacement of personal medical supplies, glasses, dentures, hearing aids, wheelchairs, and medications as appropriate.
4	Provide supplementary medical, nursing aid, and other health services upon request and in accordance with current capabilities.
5	Provide support for mental health counseling as available.
Recovery (Post Event) Actions for ESF-8 Public Health and Medical Services	
1	Coordinate pertinent disaster recovery information dissemination with the county's Joint Information Center (JIC).
2	Identify damages and/or losses and prepare an action plan for recovery activities.
3	Provide assistance to disaster survivors for the replacement of personal medical supplies, glasses, dentures, hearing aids, wheelchairs, and medications as appropriate.
4	Provide supplementary medical, nursing aid, and other health services upon request and in accordance with current capabilities.
5	Provide support for mental health counseling as available.
Mitigation Actions for ESF-8 Public Health and Medical Services	
1	Annually evaluate Critical Workforce staffing needs and report sheltering and/or equipment staging locations as requested.

Supporting: Douglas County Animal Services	
Preparedness (Pre-Event) Actions for ESF-8 Public Health and Medical Services	
1	Annually evaluate Critical Workforce staffing needs and report sheltering and/or equipment staging locations as requested.

Supporting: Douglas County Animal Services	
2	Establish procedures for the reunification of pets to their owners post event.
3	Develop procedures to protect the public from communicable diseases and contamination of food, water, and drug supplies (including veterinary drugs).
Response (During Event) Actions for ESF-8 Public Health and Medical Services	
1	Coordinate pertinent disaster recovery information dissemination with the county's Joint Information Center (JIC).
2	Identify damages and/or losses and prepare an action plan for recovery activities.
3	Provide support for the evacuation of pets during the evacuation of individuals with functional, access, and/or medical needs.
Recovery (Post Event) Actions for ESF-8 Public Health and Medical Services	
1	Coordinate pertinent disaster recovery information dissemination with the county's Joint Information Center (JIC).
2	Identify damages and/or losses and prepare an action plan for recovery activities.
Mitigation Actions for ESF-8 Public Health and Medical Services	
1	Annually evaluate Critical Workforce staffing needs and report sheltering and/or equipment staging locations as requested.

Supporting: Douglas County Connect Douglas	
Preparedness (Pre-Event) Actions for ESF-8 Public Health and Medical Services	
1	Annually evaluate Critical Workforce staffing needs and report sheltering and/or equipment staging locations as requested.
Response (During Event) Actions for ESF-8 Public Health and Medical Services	
1	Coordinate pertinent disaster recovery information dissemination with the county's Joint Information Center (JIC).
2	Identify damages and/or losses and prepare an action plan for recovery activities.
3	Provide transportation support in coordination with the evacuation of individuals with access and functional needs.
Recovery (Post Event) Actions for ESF-8 Public Health and Medical Services	
1	Coordinate pertinent disaster recovery information dissemination with the county's Joint Information Center (JIC).
2	Identify damages and/or losses and prepare an action plan for recovery activities.
Mitigation Actions for ESF-8 Public Health and Medical Services	
1	Annually evaluate Critical Workforce staffing needs and report sheltering and/or equipment staging locations as requested.

Supporting: Douglas County Coroner's Office	
Preparedness (Pre-Event) Actions for ESF-8 Public Health and Medical Services	
1	Annually evaluate Critical Workforce staffing needs and report sheltering and/or equipment staging locations as requested.
Response (During Event) Actions for ESF-8 Public Health and Medical Services	
1	Coordinate mortuary service operations to include the establishment and operation of a temporary morgue.
2	Coordinate pertinent disaster recovery information dissemination with the county's Joint Information Center (JIC).

Supporting: Douglas County Coroner's Office	
3	Identify damages and/or losses and prepare an action plan for recovery activities.
Recovery (Post Event) Actions for ESF-8 Public Health and Medical Services	
1	Coordinate mortuary service operations to include the establishment and operation of a temporary morgue.
2	Coordinate pertinent disaster recovery information dissemination with the county's Joint Information Center (JIC).
3	Identify damages and/or losses and prepare an action plan for recovery activities.
Mitigation Actions for ESF-8 Public Health and Medical Services	
1	Annually evaluate Critical Workforce staffing needs and report sheltering and/or equipment staging locations as requested.

Supporting: Douglas County Division of Family and Children Services	
Preparedness (Pre-Event) Actions for ESF-8 Public Health and Medical Services	
1	Annually evaluate Critical Workforce staffing needs and report sheltering and/or equipment staging locations as requested.
2	Establish mental health crisis counseling center as appropriate.
3	Develop support relationships with government agencies, professional associations, private services, and volunteer organizations to provide mental health and substance abuse assistance during disasters.
Response (During Event) Actions for ESF-8 Public Health and Medical Services	
1	Coordinate pertinent disaster recovery information dissemination with the county's Joint Information Center (JIC).
2	Identify damages and/or losses and prepare an action plan for recovery activities.
Recovery (Post Event) Actions for ESF-8 Public Health and Medical Services	
1	Coordinate pertinent disaster recovery information dissemination with the county's Joint Information Center (JIC).
2	Identify damages and/or losses and prepare an action plan for recovery activities.
Mitigation Actions for ESF-8 Public Health and Medical Services	
1	Annually evaluate Critical Workforce staffing needs and report sheltering and/or equipment staging locations as requested.

Supporting: Douglas County EMA	
Preparedness (Pre-Event) Actions for ESF-8 Public Health and Medical Services	
1	Annually evaluate Critical Workforce staffing needs and report sheltering and/or equipment staging locations as requested.
2	Coordinate situational assessments to determine priorities regarding Health and Medical effects to the community.
Response (During Event) Actions for ESF-8 Public Health and Medical Services	
1	Coordinate pertinent disaster recovery information dissemination with the county's Joint Information Center (JIC).
2	Identify damages and/or losses and prepare an action plan for recovery activities.
Recovery (Post Event) Actions for ESF-8 Public Health and Medical Services	
1	Coordinate pertinent disaster recovery information dissemination with the county's Joint Information Center (JIC).

Supporting: Douglas County EMA	
2	Identify damages and/or losses and prepare an action plan for recovery activities.
Mitigation Actions for ESF-8 Public Health and Medical Services	
1	Annually evaluate Critical Workforce staffing needs and report sheltering and/or equipment staging locations as requested.

Supporting: Douglas County Fire/EMS Department	
Preparedness (Pre-Event) Actions for ESF-8 Public Health and Medical Services	
1	Annually evaluate Critical Workforce staffing needs and report sheltering and/or equipment staging locations as requested.
Response (During Event) Actions for ESF-8 Public Health and Medical Services	
1	Assist with hazardous materials response.
2	Coordinate advanced life support/basic life support, emergency medical technicians, paramedics, procurement of emergency medical equipment, and air evacuation resources.
3	Coordinate critical incident stress debriefings for emergency responders.
4	Coordinate pertinent disaster recovery information dissemination with the county's Joint Information Center (JIC).
5	Coordinate the evacuation of patients from the disaster area.
6	Coordinate the transportation of patients to medical facilities outside of Douglas County in accordance with approved trauma transport protocols.
7	Identify damages and/or losses and prepare an action plan for recovery activities.
8	Provide transportation support in coordination with the evacuation of individuals with access and functional needs.
9	Resupply field emergency medical service units with consumable medical supplies as available.
Recovery (Post Event) Actions for ESF-8 Public Health and Medical Services	
1	Coordinate critical incident stress debriefings for emergency responders.
2	Coordinate pertinent disaster recovery information dissemination with the county's Joint Information Center (JIC).
3	Identify damages and/or losses and prepare an action plan for recovery activities.
4	Resupply field emergency medical service units with consumable medical supplies as available.
Mitigation Actions for ESF-8 Public Health and Medical Services	
1	Annually evaluate Critical Workforce staffing needs and report sheltering and/or equipment staging locations as requested.

Supporting: Douglas County School System	
Preparedness (Pre-Event) Actions for ESF-8 Public Health and Medical Services	
1	Annually evaluate Critical Workforce staffing needs and report sheltering and/or equipment staging locations as requested.
Response (During Event) Actions for ESF-8 Public Health and Medical Services	
1	Coordinate pertinent disaster recovery information dissemination with the county's Joint Information Center (JIC).
2	Identify damages and/or losses and prepare an action plan for recovery activities.
Recovery (Post Event) Actions for ESF-8 Public Health and Medical Services	

Supporting: Douglas County School System	
1	Coordinate pertinent disaster recovery information dissemination with the county's Joint Information Center (JIC).
2	Identify damages and/or losses and prepare an action plan for recovery activities.
Mitigation Actions for ESF-8 Public Health and Medical Services	
1	Annually evaluate Critical Workforce staffing needs and report sheltering and/or equipment staging locations as requested.

Supporting: Douglas County Senior Services	
Preparedness (Pre-Event) Actions for ESF-8 Public Health and Medical Services	
1	Annually evaluate Critical Workforce staffing needs and report sheltering and/or equipment staging locations as requested.
Response (During Event) Actions for ESF-8 Public Health and Medical Services	
1	Coordinate pertinent disaster recovery information dissemination with the county's Joint Information Center (JIC).
2	Identify damages and/or losses and prepare an action plan for recovery activities.
Recovery (Post Event) Actions for ESF-8 Public Health and Medical Services	
1	Coordinate pertinent disaster recovery information dissemination with the county's Joint Information Center (JIC).
2	Identify damages and/or losses and prepare an action plan for recovery activities.
Mitigation Actions for ESF-8 Public Health and Medical Services	
1	Annually evaluate Critical Workforce staffing needs and report sheltering and/or equipment staging locations as requested.

Supporting: Wellstar Douglas Medical Center	
Preparedness (Pre-Event) Actions for ESF-8 Public Health and Medical Services	
1	Annually evaluate Critical Workforce staffing needs and report sheltering and/or equipment staging locations as requested.
2	Develop support relationships with government agencies, professional associations, private services, and volunteer organizations to provide mental health and substance abuse assistance during disasters.
Response (During Event) Actions for ESF-8 Public Health and Medical Services	
1	Assess hospital capabilities and damages. Provide the results of these assessments to the EOC.
2	Assist with hazardous materials response.
3	Coordinate critical incident stress debriefings for emergency responders.
4	Coordinate pertinent disaster recovery information dissemination with the county's Joint Information Center (JIC).
5	Coordinate the evacuation of patients from the disaster area.
6	Coordinate the transportation of patients to medical facilities outside of Douglas County in accordance with approved trauma transport protocols.
7	Coordinate with emergency medical service units, surrounding hospitals, and incident response support personnel to ensure that casualties are transported to the appropriate medical facility.
8	Identify damages and/or losses and prepare an action plan for recovery activities.

Supporting: Wellstar Douglas Medical Center	
9	Mobilize hospital staff as available and necessary to provide teams to support field treatment and triage sites.
10	Provide patient identification information to the American Red Cross upon request and in accordance with appropriate procedures.
11	Provide supplementary medical, nursing aid, and other health services upon request and in accordance with current capabilities.
12	Resupply field emergency medical service units with consumable medical supplies as available.
13	Support the American Red Cross with health and medical services during shelter operations, as requested upon opening.
Recovery (Post Event) Actions for ESF-8 Public Health and Medical Services	
1	Coordinate critical incident stress debriefings for emergency responders.
2	Coordinate pertinent disaster recovery information dissemination with the county's Joint Information Center (JIC).
3	Identify damages and/or losses and prepare an action plan for recovery activities.
4	Provide supplementary medical, nursing aid, and other health services upon request and in accordance with current capabilities.
5	Resupply field emergency medical service units with consumable medical supplies as available.
6	Support the American Red Cross with health and medical services during shelter operations, as requested upon opening.
Mitigation Actions for ESF-8 Public Health and Medical Services	
1	Annually evaluate Critical Workforce staffing needs and report sheltering and/or equipment staging locations as requested.

IV. Financial Management

ESF-8 is responsible for coordinating with Douglas County Finance to manage expenses relevant to an incident.

During a response, each agency/department funds disaster operations from their current operating budget and are responsible for recording and tracking agency expenditures. If a Federally declared disaster exists, each agency is responsible for seeking reimbursement in accordance with the formulas developed and maintained by the Federal Emergency Management Agency (FEMA) via the FEMA/State Agreement.

Expenditures by support agencies will be documented by those agencies and submitted directly to Douglas County Finance or a designated Finance Service Officer as soon as possible.

V. References and Authorities

References:

1. Developing and Maintaining Emergency Operations Plans: Comprehensive Preparedness Guide (CPG) 101 - September 2021, Version 3.0
2. National Incident Management System, Third Edition - October 2017

3. National Response Framework, Fourth Edition - October 28, 2019

Authorities:

1. Robert T. Stafford Disaster Relief and Emergency Assistance Act, Public Law 93-288, as amended - https://www.fema.gov/sites/default/files/2020-03/stafford-act_2019.pdf
2. Georgia Emergency Management Act of 1981, as amended
3. Douglas County Board of Commissioners - Douglas County, Georgia - Code of Ordinances, Chapter 7.7 - Emergency Management
4. Code of Ordinances of the City of Douglasville, GA - Chapter 30 - Civil Emergencies

A Presidentially declared disaster is generally required for Federal agencies to become involved in disaster response and assistance. The Governor must declare a state of emergency and request a Presidential Disaster Declaration under the Robert T. Stafford Disaster Relief and Emergency Assistance Act, as amended, through the regional FEMA office. This request is evaluated and then forwarded to the national office and then on to the President's desk for approval. A more complete description can be found within the Department of Homeland Security's National Response Framework, Fourth Edition.

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ESF-9 Search & Rescue

Coordinating Agency:
Douglas County Sheriff's Office

Primary Agency:
Douglas County Sheriff's Office

Support Agencies:
City of Douglasville Police Department
Douglas County EMA
Douglas County Fire/EMS Department

I. Purpose and Scope

The emergency support function of search and rescue involves direction and coordination, operations, and follow-through during an emergency or disaster.

A. Purpose

ESF-9 Search and Rescue provides operational guidance to departments/organizations that are assigned to work within this ESF. The mission of ESF-9 is to rapidly deploy local search and rescue components to provide specialized life-saving assistance to municipal authorities during an emergency or disaster event. This, however, is not a tactical response document. ESF-9 serves as the mechanism to provide coordination and resource support for urban and non-urban search and rescue operations.

B. Scope

Urban Search and Rescue (SAR) activities include, but are not limited to, locating, extricating, and providing immediate medical assistance to victims trapped in collapsed structures. Non-urban SAR activities include, but are not limited to, emergency incidents that involve locating missing persons, locating downed aircraft, extrication if necessary, and treating any survivors upon their rescue.

The emergency operations necessary for the performance of this function include, but are not limited to:

1. Preparedness
    a. Maintain a current inventory of resources, including trained personnel, which could support search and rescue operations. Maintain records reflecting local capability.
    b. Participate in exercises and training to validate this annex and supporting SOPs.
    c. Maintain liaison with State Urban SAR assets and plan for the reception of external assets.
    d. Maintain personnel and equipment in a state of readiness appropriate to existing and anticipated emergency conditions to include mobilizing resources and staging them at various locations.

e. Assist local governments in training of personnel and rescue organizations for SAR operations.
f. Ensure all ESF-9 personnel integrate National Incident Management System (NIMS) and Incident Command System (ICS) principles in all planning and preparedness initiatives.

2. Response
    a. Support local agencies with appropriate resources, to include mobilizing and deploying teams and equipment as needed.
    b. Using the ICS, assume responsibility for coordinating and tracking all resources committed to an incident. Establish staging areas with the requesting group.
    c. Deploy liaison teams to Douglas County EOC or incident base of operations, as needed.
    d. Plan for and establish relief resources to replace or rotate with committed resources for extended operations.
    e. Coordinate other State and Federal support for SAR operations to include planning for reception and deployment to area of operations.
    f. Coordinate with ESF-1 Transportation for the use of buses to transport rescue teams or rescued survivors or persons evacuated from an emergency area to a safe location or emergency shelter.
3. Recovery
    a. Continue to support local operations and plan for a reduction of operations.
    b. Inventory any lost or damaged equipment and record any personnel injuries or equipment accidents.
    c. Anticipate and plan for the arrival of and coordinate with State ESF-9 personnel in the EOC and the Joint Field Office (JFO).
    d. Require all ESF-9 team members and their agencies to maintain appropriate records of costs incurred during the event.
4. Mitigation
    a. Support and plan for mitigation measures.
    b. Support requests and directives resulting from the Governor and/or GEMA/HS concerning mitigation and/or redevelopment measures.
    c. Document matters that may be needed for inclusion in county or state/federal briefings, situation reports, and action reports.

II. Concept of Operations

A. General

The ESF-9 coordinating agency will develop and maintain SOPs in cooperation with Douglas County EMA, primary, and support agencies. Periodic trainings and exercises will be used to enhance capabilities and effectiveness. ESF-9 will work with its support agency counterparts to seek and procure resources, plan, coordinate, and/or direct the use of any requested assets in the event an incident occurs that requires local or State mutual aid assistance.

Throughout the response and recovery periods, ESF-9 agencies will evaluate and analyze information regarding SAR needs in addition to developing and updating situational information and status in the impacted area and performing contingency planning to meet anticipated demands and/or needs.

Mitigation/Preparedness

1. Establish and maintain uniform SAR procedures.
2. Recruit, train, and certify SAR personnel.
3. Develop an inventory of resources, equipment, and personnel.
4. Enter into MOUs for additional assistance and/or logistical support.
5. Conduct and/or support community education programs on survival.
6. Establish a record keeping system.
7. Participate in drills and exercises to evaluate SAR response capability.

Response/Recovery

1. Respond to requests by Douglas County EMA.
2. Monitor response efforts.
3. Channel emergency SAR information to Douglas County EMA/Douglas County EOC.
4. Support requests from other community agencies and/or jurisdictions.
5. Maintain records, expenditures, and document resources utilized during recovery.

B. Direction and Control

Douglas County Sheriff's Office is the ESF-9 coordinating agency. The staff member serving as Coordinator is appointed by and located within Douglas County Sheriff's Office. When support is necessary, the Coordinator coordinates all aspects of ESF-9. ESF-9 is compliant with both the National Response Framework (NRF) and NIMS, and, as such, guides the direction and control system adopted by Douglas County EMA. Douglas County EMA functions as the official disaster prevention, protection, mitigation, response, and recovery organization within Douglas County.

ESF-9 may operate at two levels: 1) Douglas County EOC; and/or 2) field operations.

During emergency activations, all management decisions about search and rescue services are made at Douglas County EOC by the Coordinator. In accordance with mission assignment, each primary and/or support organization assisting in the deployment of ESF-9 will retain administrative control over its own resources and personnel but will remain under the operational control of ESF-9. Mission operational control may be delegated to the field by Douglas County EOC.

C. Organization

1. County
    a. When Douglas County EOC activates, personnel from both primary and support agencies are integrated with Douglas County Sheriff's Office staff to provide support.

b. During an emergency or disaster, ESF-9 falls under the purview of the Emergency Services Branch within the Operations Section.
c. During the response phase, Douglas County EOC evaluates and analyzes information about SAR requests. ESF-9 also develops and updates assessments of SAR status in the impacted area and undertakes contingency planning to meet any anticipated demands.
d. Douglas County EMA develops and maintains this Annex with input from Douglas County Sheriff's Office. Douglas County Sheriff's Office will also develop and maintain any accompanying appendices, annexes, and standard operating guidelines that govern response actions related to emergencies. Primary and support agencies should likewise develop and maintain their own similar documents for internal use. Such documents must also be NRF, NIMS, ICS, and EOC compliant.
e. Testing of this ESF is outlined in *Annex E: Testing, Training, and Exercises / Plan Maintenance*.

2. State of Georgia
    a. When the GEMA/HS State Operations Center activates, GEMA/HS is the designated lead agency for State SAR needs and may provide a liaison to local emergency operations centers to facilitate any resource requests for SAR.
    b. GEMA/HS develops and maintains ESF-9.

D. Alerts and Notifications

1. Douglas County Sheriff's Office will notify Douglas County EMA when information comes to their attention that indicates an incident is imminent or developing.
2. ESF-9 will activate or enter standby upon notification by Douglas County EOC. Representatives or designees from Douglas County Sheriff's Office will manage incident activities.
3. Once instructions are received to activate or place on standby, Douglas County Sheriff's Office will implement notification procedures and mobilize all personnel, facilities, and physical resources likely to be needed.

E. Actions

Any actions carried out are grouped into the phases of emergency management: Preparedness, Response, Recovery, and Mitigation. Each phase requires specific skills and knowledge to accomplish tasks and requires significant cooperation and collaboration between all agencies.

Overall Actions Assigned to All Members *Preparedness (Pre-Event) Actions for ESF-9 Search & Rescue*	
1	Annually evaluate Critical Workforce staffing needs and report sheltering and/or equipment staging locations as requested.
2	Develop appropriate plans, procedures, mutual aid agreements, checklists, go-kits, and other supporting documentation as needed to facilitate execution of the agency's responsibilities to this ESF.

Overall Actions Assigned to All Members *Preparedness (Pre-Event) Actions for ESF-9 Search & Rescue*	
3	Ensure all ESF-9 personnel integrate NIMS and ICS principles in all planning and preparedness initiatives.
4	Participate in drills and exercises to evaluate and validate search and response capability.
5	Recruit, train, and certify search and rescue personnel.

Overall Actions Assigned to All Members *Response (During Event) Actions for ESF-9 Search & Rescue*	
1	Channel emergency search and rescue information to the EMA/EOC.
2	Identify damages and/or losses and prepare an action plan for recovery activities.
3	Maintain records, expenditures, and document resources utilized during response.
4	Prepare to support the EOC as necessary.

Overall Actions Assigned to All Members *Recovery (Post Event) Actions for ESF-9 Search & Rescue*	
1	Channel emergency search and rescue information to the EMA/EOC.
2	Conduct recovery and restoration tasks in coordination with the EOC and federal assistance program guidance.
3	Continue to support local operations and plan for a reduction of operations.
4	Coordinate pertinent disaster recovery information with the county's Joint Information Center.
5	Inventory any lost or damaged equipment and record any personnel injuries or equipment accidents.
6	Maintain adequate resources to support local operations and plan for a reduction in resources.
7	Maintain records, expenditures, and document resources utilized during recovery.

Overall Actions Assigned to All Members *Mitigation Actions for ESF-9 Search & Rescue*	
1	Participate in drills and exercises to evaluate and validate search and response capability.
2	Recruit, train, and certify search and rescue personnel.

III. Responsibilities

A. ESF Role Aligned to Core Capabilities

The following table lists the response capability that ESF-9 directly supports, along with the related ESF-9 actions supporting the capability.

Core Capability	ESF-9 Search and Rescue
Mass Search and Rescue Operations	• Deliver traditional and atypical search and rescue capabilities, including personnel, services, animals, and assets to survivors in need, with the goal of saving the greatest number of endangered lives in the shortest time possible. This includes, but is not limited to: ○ Urban Search and Rescue

Core Capability	ESF-9 Search and Rescue
	○ Wilderness Search and Rescue
Situational Assessment	• Provide all decision-makers with decision-relevant information regarding the nature and extent of the hazard, any cascading effects, and the status of the response. This includes, but is not limited to: ○ Size, scope, and potential cascading effects.

B. Responsibilities

The ESF-9 Coordinator is Douglas County Sheriff's Office. Within the Douglas County EOC, the Douglas County Sheriff's Office Coordinator serves dual roles as both the Coordinating and Primary Agency Emergency Coordinator for search and rescue services.

The following table identifies the responsibilities delegated to each agency/organization with ESF-9. The Coordinating and Primary Agency's responsibilities are listed first. The Supporting Agencies follow in alphabetical order.

Coordinating: Douglas County Sheriff's Office	
Preparedness (Pre-Event) Actions for ESF-9 Search & Rescue	
1	Anticipate the mobilization of personnel and equipment during existing or anticipated emergencies and be prepared to stage those resources at assigned locations.
2	Assist local governments in training of personnel and rescue organizations for search and rescue operations.
3	Conduct and/or support community educations programs regarding survival skillsets.
4	Coordinate the development of MOA's with appropriate agencies/organizations for the provision of services to assist individuals and families affected by the emergency or disaster.
5	Coordinate with each supporting agency through at least quarterly ESF meetings to ensure planning functions are carried out to support this ESF.
6	Develop and maintain a current inventory of resources, including training personnel, which could support search and rescue operations. Maintain records reflecting local capability.
7	Establish a record keeping system.
8	Establish and maintain a liaison with state US&R assets and anticipate the arrival of external assets in support of operations as appropriate.
9	Establish and maintain uniform search and rescue procedures.
10	Establish procedures for the development and utilization of County search maps in support of operations.
11	Establish procedures for the incorporation of private sector assets to support operations.
12	Establish procedures for the prioritization of response actions.
13	Establish procedures for the reception and deployment of State and Federal resources in support of search and rescue operations.
14	Establish procedures for the recruitment, training, and certification of search and rescue personnel.
15	Establish procedures for the rotation of resources to provide relief to emergency responders during extended search and rescue operations.

Coordinating: Douglas County Sheriff's Office	
16	Maintain a current listing of available resources and trained personnel that could support search and rescue operations and ensure a state of readiness.
17	Maintain personnel and equipment in a state of readiness appropriate to existing and anticipated emergency conditions to include mobilizing resources and staging them at various locations.
18	Provide technical assistance concerning any potential policy changes.
Response (During Event) Actions for ESF-9 Search & Rescue	
1	Conduct a situational assessment to determine the need for search and rescue services based upon identified critical needs and available resources.
2	Coordinate the utilization of available resources to augment response agencies during search and rescue operations and request state and federal assistance as necessary.
3	Coordinate with ESF-1 Transportation and ESF-8 Public Health and Medical Services for the provision of medical assistance and the transportation of survivors beyond initial collection points.
4	Coordinate with ESF-1 Transportation for the utilization of available resources to transport emergency workers, evacuated persons, and rescued survivors from the emergency scene to an identified safe location or emergency shelter.
5	Coordinate with ESF-15 External Affairs for the dissemination of critical information to members of the general public and local media outlets.
6	Coordinate with ESF-3 Public Works and Engineering for debris removal and/or push back to allow search and rescue team movement.
7	Coordinate with ESF-3 Public Works and Engineering for the provision of technical assistance for the completion of structural shoring as required to ensure the safety of search and rescue teams.
8	Coordinate with other State and Federal agencies for search and rescue operations to include planning for reception and deployment to area of operations.
9	Deploy liaison teams to the Incident Command Post or county EOC as necessary to support operations.
10	Ensure all emergency search and rescue incident information is provided to the EOC to ensure the development of a common operating picture and to maintain situational awareness.
11	Monitor response efforts.
12	Plan for and establish relief resources to replace or rotate with committed resources for extended operations.
13	Provide an Incident Commander during searches for missing persons within an assigned jurisdiction.
14	Provide assistance and security during death investigations.
15	Provide assistance through utilizing available resources in the search of survivors.
16	Provide security for search and rescue teams and identified search areas.
17	Provide support staffing to the EOC.
18	Provide support to local agencies through the provision of necessary resources to include the mobilization and deployment of teams and equipment in support of search and rescue operations.
19	Respond to requests from the EMA.

Coordinating: Douglas County Sheriff's Office	
20	Support local agencies with appropriate resources, to include mobilizing and deploying teams and equipment as needed.
21	Support requests from other community agencies and/or jurisdictions.
22	Using ICS, assume responsibility for coordinating and tracking all resources committed to an incident. This may include placing personnel at a forward command post. Establish staging areas with the requesting group.
Recovery (Post Event) Actions for ESF-9 Search & Rescue	
1	Respond to requests from the EMA.
2	Support requests from other community agencies and/or jurisdictions.
3	Anticipate and plan for the arrival of and coordination with state ESF-9 personnel in the EOC and the Joint Field Office (JFO).
4	Conduct reviews of search and rescue operations with teams involved to improve future responses.
5	Monitor recovery efforts.
Mitigation Actions for ESF-9 Search & Rescue	
1	Conduct and/or support community educations programs regarding survival skillsets.
2	Develop and maintain a current inventory of resources, including training personnel, which could support search and rescue operations. Maintain records reflecting local capability.
3	Enter into MOUs for additional assistance and/or logistical support.
4	Establish a record keeping system.
5	Establish and maintain uniform search and rescue procedures.
6	Document matters that may be needed for inclusion in county or state/federal briefings, situation reports, and action plans.
7	Support and plan for mitigation measures.
8	Support requests and directives resulting from the governor and/or GEMA/HS concerning mitigation and/or redevelopment activities.

Primary: Douglas County Sheriff's Office	
Preparedness (Pre-Event) Actions for ESF-9 Search & Rescue	
1	Anticipate the mobilization of personnel and equipment during existing or anticipated emergencies and be prepared to stage those resources at assigned locations.
2	Assist local governments in training of personnel and rescue organizations for search and rescue operations.
3	Conduct and/or support community educations programs regarding survival skillsets.
4	Coordinate the development of MOA's with appropriate agencies/organizations for the provision of services to assist individuals and families affected by the emergency or disaster.
5	Coordinate with each supporting agency through at least quarterly ESF meetings to ensure planning functions are carried out to support this ESF.
6	Develop and maintain a current inventory of resources, including training personnel, which could support search and rescue operations. Maintain records reflecting local capability.

Primary: Douglas County Sheriff's Office	
7	Establish a record keeping system.
8	Establish and maintain a liaison with state US&R assets and anticipate the arrival of external assets in support of operations as appropriate.
9	Establish and maintain uniform search and rescue procedures.
10	Establish procedures for the development and utilization of County search maps in support of operations.
11	Establish procedures for the incorporation of private sector assets to support operations.
12	Establish procedures for the prioritization of response actions.
13	Establish procedures for the reception and deployment of State and Federal resources in support of search and rescue operations.
14	Establish procedures for the recruitment, training, and certification of search and rescue personnel.
15	Establish procedures for the rotation of resources to provide relief to emergency responders during extended search and rescue operations.
16	Maintain a current listing of available resources and trained personnel that could support search and rescue operations and ensure a state of readiness.
17	Maintain personnel and equipment in a state of readiness appropriate to existing and anticipated emergency conditions to include mobilizing resources and staging them at various locations.
18	Provide technical assistance concerning any potential policy changes.
Response (During Event) Actions for ESF-9 Search & Rescue	
1	Conduct a situational assessment to determine the need for search and rescue services based upon identified critical needs and available resources.
2	Coordinate the utilization of available resources to augment response agencies during search and rescue operations and request state and federal assistance as necessary.
3	Coordinate with ESF-1 Transportation and ESF-8 Public Health and Medical Services for the provision of medical assistance and the transportation of survivors beyond initial collection points.
4	Coordinate with ESF-1 Transportation for the utilization of available resources to transport emergency workers, evacuated persons, and rescued survivors from the emergency scene to an identified safe location or emergency shelter.
5	Coordinate with ESF-15 External Affairs for the dissemination of critical information to members of the general public and local media outlets.
6	Coordinate with ESF-3 Public Works and Engineering for debris removal and/or push back to allow search and rescue team movement.

Primary: Douglas County Sheriff's Office	
7	Coordinate with ESF-3 Public Works and Engineering for the provision of technical assistance for the completion of structural shoring as required to ensure the safety of search and rescue teams.
8	Coordinate with other State and Federal agencies for search and rescue operations to include planning for reception and deployment to area of operations.
9	Deploy liaison teams to the Incident Command Post or county EOC as necessary to support operations.
10	Ensure all emergency search and rescue incident information is provided to the EOC to ensure the development of a common operating picture and to maintain situational awareness.
11	Monitor response efforts.
12	Plan for and establish relief resources to replace or rotate with committed resources for extended operations.
13	Provide an Incident Commander during searches for missing persons within an assigned jurisdiction.
14	Provide assistance and security during death investigations.
15	Provide assistance through utilizing available resources in the search of survivors.
16	Provide security for search and rescue teams and identified search areas.
17	Provide support staffing to the EOC.
18	Provide support to local agencies through the provision of necessary resources to include the mobilization and deployment of teams and equipment in support of search and rescue operations.
19	Respond to requests from the EMA.
20	Support local agencies with appropriate resources, to include mobilizing and deploying teams and equipment as needed.
21	Support requests from other community agencies and/or jurisdictions.
22	Using ICS, assume responsibility for coordinating and tracking all resources committed to an incident. This may include placing personnel at a forward command post. Establish staging areas with the requesting group.
Recovery (Post Event) Actions for ESF-9 Search & Rescue	
1	Respond to requests from the EMA.
2	Support requests from other community agencies and/or jurisdictions.
3	Anticipate and plan for the arrival of and coordination with state ESF-9 personnel in the EOC and the Joint Field Office (JFO).

Primary: Douglas County Sheriff's Office	
4	Conduct reviews of search and rescue operations with teams involved to improve future responses.
5	Monitor recovery efforts.
Mitigation Actions for ESF-9 Search & Rescue	
1	Conduct and/or support community educations programs regarding survival skillsets.
2	Develop and maintain a current inventory of resources, including training personnel, which could support search and rescue operations. Maintain records reflecting local capability.
3	Enter into MOUs for additional assistance and/or logistical support.
4	Establish a record keeping system.
5	Establish and maintain uniform search and rescue procedures.
6	Document matters that may be needed for inclusion in county or state/federal briefings, situation reports, and action plans.
7	Support and plan for mitigation measures.
8	Support requests and directives resulting from the governor and/or GEMA/HS concerning mitigation and/or redevelopment activities.

Supporting: City of Douglasville Police Department	
Preparedness (Pre-Event) Actions for ESF-9 Search & Rescue	
1	Attend at least quarterly meetings to ensure planning functions are carried out to support this ESF.
2	Ensure the presence of resources (human and physical) are in sufficient numbers to support the agency's responsibilities to this ESF.
3	Identify agency staff representatives to support this ESF and other operational practices during emergency and disaster operations.
4	Maintain a current listing of available resources and trained personnel that could support search and rescue operations and ensure a state of readiness.
5	Maintain personnel and equipment in a state of readiness appropriate to existing and anticipated emergency conditions to include mobilizing resources and staging them at various locations.
Response (During Event) Actions for ESF-9 Search & Rescue	
1	Provide an Incident Commander during searches for missing persons within an assigned jurisdiction.
2	Provide assistance and security during death investigations.
3	Provide assistance through utilizing available resources in the search of survivors.
4	Provide security for search and rescue teams and identified search areas.
5	Provide support staffing to the EOC.

Supporting: Douglas County EMA	
Preparedness (Pre-Event) Actions for ESF-9 Search & Rescue	
1	Assist local governments in training of personnel and rescue organizations for search and rescue operations.
2	Attend at least quarterly meetings to ensure planning functions are carried out to support this ESF.
3	Conduct and/or support community educations programs regarding survival skillsets.
4	Coordinate a situational assessment to determine priorities regarding search and rescue operations within the community.
5	Ensure agencies providing search and rescue services have adequate support and all necessary resources are identified.
6	Ensure the presence of resources (human and physical) are in sufficient numbers to support the agency's responsibilities to this ESF.
7	Establish and maintain appropriate volunteer team standard operating procedures.
8	Identify agency staff representatives to support this ESF and other operational practices during emergency and disaster operations.
Response (During Event) Actions for ESF-9 Search & Rescue	
1	Implement volunteer search and rescue resources as needed.
Mitigation Actions for ESF-9 Search & Rescue	
1	Conduct and/or support community educations programs regarding survival skillsets.

Supporting: Douglas County Fire/EMS Department	
Preparedness (Pre-Event) Actions for ESF-9 Search & Rescue	
1	Attend at least quarterly meetings to ensure planning functions are carried out to support this ESF.
2	Ensure the presence of resources (human and physical) are in sufficient numbers to support the agency's responsibilities to this ESF.
3	Identify agency staff representatives to support this ESF and other operational practices during emergency and disaster operations.
4	Maintain a current listing of available resources and trained personnel that could support search and rescue operations and ensure a state of readiness.
5	Maintain personnel and equipment in a state of readiness appropriate to existing and anticipated emergency conditions to include mobilizing resources and staging them at various locations.
Response (During Event) Actions for ESF-9 Search & Rescue	
1	Provide assistance through utilizing available resources for the treatment and transport of survivors in accordance with local protocols.
2	Provide assistance through utilizing available resources in the search of survivors.
3	Provide support staffing to the EOC.

IV. Financial Management

ESF-9 is responsible for coordinating with Douglas County Finance to manage expenses relevant to an incident.

During a response, each agency/department funds disaster operations from their current operating budget and are responsible for recording and tracking agency expenditures. If a Federally declared disaster exists, each agency is responsible for seeking reimbursement in accordance with the formulas developed and maintained by the Federal Emergency Management Agency (FEMA) via the FEMA/State Agreement.

Expenditures by support agencies will be documented by those agencies and submitted directly to Douglas County Finance or a designated Finance Service Officer as soon as possible.

V. References and Authorities

References:

1. Developing and Maintaining Emergency Operations Plans: Comprehensive Preparedness Guide (CPG) 101 - September 2021, Version 3.0
2. National Incident Management System, Third Edition - October 2017
3. National Response Framework, Fourth Edition - October 28, 2019

Authorities:

1. Robert T. Stafford Disaster Relief and Emergency Assistance Act, Public Law 93-288, as amended - https://www.fema.gov/sites/default/files/2020-03/stafford-act_2019.pdf
2. Georgia Emergency Management Act of 1981, as amended
3. Douglas County Board of Commissioners - Douglas County, Georgia - Code of Ordinances, Chapter 7.7 - Emergency Management
4. Code of Ordinances of the City of Douglasville, GA - Chapter 30 - Civil Emergencies

A Presidentially declared disaster is generally required for Federal agencies to become involved in disaster response and assistance. The Governor must declare a state of emergency and request a Presidential Disaster Declaration under the Robert T. Stafford Disaster Relief and Emergency Assistance Act, as amended, through the regional FEMA office. This request is evaluated and then forwarded to the national office and then on to the President's desk for approval. A more complete description can be found within the Department of Homeland Security's National Response Framework, Fourth Edition.

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ESF-10 Oil and Hazardous Materials Response

Coordinating Agency:
Douglas County Fire/EMS Department

Primary Agency:
Douglas County Fire/EMS Department

Support Agencies:
City of Douglasville Police Department
Douglas County EMA
Douglas County Sheriff's Office

I. Purpose and Scope

The emergency support function of hazardous materials response involves direction and coordination, operations, and follow-through during an emergency or disaster.

A. Purpose

ESF-10 Oil and Hazardous Materials Response provides operational guidance to departments/organizations that are assigned to work within this ESF. The mission of ESF-10 is to provide a comprehensive mechanism to ensure the appropriate utilization of hazardous materials resources in response to an actual or potential discharge and/or uncontrolled release of oil or hazardous materials during disasters or emergencies. This, however, is not a tactical response document. ESF-10 serves as the mechanism to provide support to local jurisdictions during hazardous materials operations.

B. Scope

ESF-10 acts to meet the hazardous materials and essential elements of information needs of operations by assessing potential impacts to the health of individuals and the environment. Additionally, ESF-10 describes the actions unique to oil and hazardous materials response by addressing:

- Response to oil and hazardous materials incidents at both fixed sites and on transportation routes.
- Specialized local, regional, state, and federal mutual aid resources.
- Hazardous materials planning and reporting requirements.
- Short- and long-term environmental remediation.

The emergency operations necessary for the performance of this function include, but are not limited to:

1. Preparedness
    a. Prepare an inventory of existing threats using SARA Title III and Tier II information.
    b. Plan for response to hazardous materials incidents.
    c. Develop plans for communications, warning, and public information.

d. Develop procedures for identification, control, and clean-up of hazardous materials.
e. Provide, obtain, or recommend training for response personnel using courses made available by the Federal Emergency Management Agency (FEMA), Department of Energy (DOE), Nuclear Regulatory Commission (NRC), the Georgia Public Safety Training Center (GPSTC), Environmental Protection Agency (EPA), and manufacturers and transporters of hazardous materials, as well as training based on Occupational Safety and Health Administration (OSHA) requirements for each duty position.
f. Maintain a listing of private contractors capable of performing emergency and/or remedial actions associated with a hazardous materials incident.
g. Maintain an inventory of local assets capable of responding to a hazardous materials incident.
h. Develop plans and/or mutual aid agreements regarding hazardous materials incidents with local agencies, other county agencies, contiguous states, federal agencies, and private organizations, as required.
i. Collect and utilize licensing, permitting, monitoring, and/or transportation information from the appropriate local, county, state, or federal agencies and/or private organizations to facilitate emergency response.
j. Participate in exercises and training to validate this annex and supporting Standard Operating Procedures (SOPs).
k. Ensure all ESF-10 personnel integrate National Incident Management System (NIMS) and Incident Command System (ICS) principles in all planning and preparedness initiatives.

2. Response
    a. ESF-10 will coordinate, with Unified/Incident Command, all hazardous substance response specific efforts and provide information to the Emergency Operations Center (EOC) for coordination with all other municipal efforts.
    b. Provide 24-hour response capability and dispatch personnel to an incident scene as necessary.
    c. ESF-10 will assess the situation to include:
        i. The nature, amount and location of real or potential releases of hazardous materials.
        ii. Pathways to human and environmental exposure.
        iii. Probable direction and time of travel of the materials.
        iv. Potential impact on human health, welfare, safety, and the environment.
        v. Types, availability, and location of response resources, technical support, and cleanup services.
        vi. Priorities for protecting human health, welfare, and the environment.

d. After reviewing reports, gathering and analyzing information and consulting with appropriate agencies, determine and provide, as available, the necessary level of assistance.
e. Provide protective action recommendations, as the incident requires.
f. Provide for monitoring to determine the extent of the contaminated area and consult with appropriate support agencies to provide access and egress control to contaminated areas.
g. Consult with appropriate local, state, or federal agencies and/or private organizations with regard to the need for decontamination. Coordinate with ESF-8 Public Health and Medical Services regarding decontamination of injured or deceased personnel.
h. Coordinate decontamination activities with appropriate local, state, and federal agencies.
i. Coordinate with appropriate local, state, and federal agencies to ensure the proper disposal of wastes associated with hazardous materials incidents; and assist in monitoring or tracking such shipments to appropriate disposal facilities.
j. Coordinate with ESF-1 Transportation for the use of staging areas and air assets, and technical advice and assistance of regulated rail.
k. Coordinate with ESF-3 Public Works and Engineering for technical assistance on water, wastewater, solid waste, and disposal.
l. Coordinate with ESF-12 Energy for technical advice and assistance on intra-County pipelines.
m. Coordinate with GEMA/HS for use of state assets.

3. Recovery
    a. Terminate operations when the emergency phase is over and when the area has been stabilized by responsible personnel.
    b. Request and maintain documented records of all expenditures, money, and physical resources of the various governmental departments/agencies involved in emergency operations. Ensure that ESF-10 team members or their agencies maintain appropriate records of costs incurred during the event.
    c. Anticipate and plan for arrival of, and coordination with, state ESF-10 personnel in the EOC and the Joint Field Office (JFO).
4. Mitigation
    a. Support and plan for mitigation measures.
    b. Support requests and directives resulting form the Governor and/or GEMA/HS concerning mitigation and/or redevelopment activities.
    c. Document matters that may be needed for inclusion in agency or state/federal briefings, situation reports, and action plans.

II. Concept of Operations

A. General

The ESF-10 coordinating agency will develop and maintain SOPs in cooperation with Douglas County EMA, primary, and support agencies. Periodic training and exercises will be used to enhance capabilities and effectiveness. ESF-10 will work with its support agency counterparts to seek and procure resources, plan, coordinate, and/or direct the use of any requested assets in the event an incident occurs that requires local or State mutual aid assistance.

Throughout the response and recovery periods, ESF-10 agencies will evaluate and analyze information regarding hazardous materials incident response needs in addition to developing and updating situational information and status in the impacted area and performing contingency planning to meet anticipated demands and/or needs.

The Georgia Environmental Protection Division, the EPA, and the National Response Center (1-800-424-8802) will be notified of hazardous materials incidents, as required.

Mitigation/Preparedness Responsibilities

1. Prepare a facility profile and inventory of potential hazardous materials.
2. Identify potential contacts and resources in order to conduct a community vulnerability analysis to determine potential hazardous materials threats and on-site inspections.
3. Plan for response to hazardous materials incidents and coordinate with Douglas County EMA and other first responders.
4. Develop procedures for identification, communications, warning, public information, evacuation, control, and monitoring and/or supervising cleanup of hazardous materials.
5. Obtain training for response personnel available through GEMA/HS, Georgia Fire Academy, manufacturers and shippers of hazardous materials, and/or other sources.
6. Participate in drills and exercises to evaluate hazardous materials response capabilities.

Response/Recovery Responsibilities:

1. Verify incident information and notify Douglas County EMA and other applicable agencies.
2. Establish a command post at a safe distance near the scene or staff the EOC if the situation becomes excessive.
3. Provide further information on the situation to Douglas County EMA and convey warnings for dissemination to the public.
4. Request assistance for emergency health and medical, as well as mass care, if the situation warrants.
5. Ensure availability of expertise and equipment to manage the incident.
6. Utilize proper procedures for containment to prevent additional dangers.
7. Support response teams, owner, shipper, state, and/or federal environmental personnel during cleanup.
8. Establish area security and prohibit all unauthorized personnel from entering the containment area.

9. Terminate cleanup operations after dangerous situation subsides.
10. Maintain records, expenditures, and document resources utilized during recovery.

B. Direction and Control

Douglas County Fire/EMS Department is the ESF-10 coordinating agency. The staff member serving as Coordinator is appointed by and located within Douglas County Fire/EMS Department. When support is necessary, the Coordinator coordinates all aspects of ESF-10. ESF-10 is compliant with both the National Response Framework (NRF) and NIMS, and, as such, guides the direction and control system adopted by Douglas County EMA. Douglas County EMA functions as the official disaster prevention, protection, mitigation, response, and recovery organization within Douglas County.

ESF-10 may operate at two levels: 1) Douglas County EOC; and/or 2) field operations.

During emergency activations, all management decisions about hazardous materials services are made at Douglas County EOC by the Coordinator. In accordance with mission assignment, each primary and/or support organization assisting in the deployment of ESF-10 will retain administrative control over its own resources and personnel but will remain under the operational control of ESF-10. Mission operational control may be delegated to the field by Douglas County EOC.

C. Organization

1. County
    a. When Douglas County EOC activates, all personnel from both primary and support agencies are integrated with Douglas County Fire/EMS Department staff to provide support.
    b. During an emergency or disaster, ESF-10 falls under the purview of the Emergency Services Branch within the Operations Section.
    c. During the response phase, Douglas County EOC evaluates and analyzes information about hazardous materials resource requests. ESF-10 also develops and updates assessments of hazardous materials status in the impacted area and undertakes contingency planning to meet any anticipated demands.
    d. Douglas County EMA develops and maintains this Annex with input from Douglas County Fire/EMS Department. Douglas County Fire/EMS Department will also develop and maintain any accompanying appendices, annexes, and standard operating guidelines that govern response actions related to emergencies. Primary and support agencies should likewise develop and maintain their own similar documents for internal use. Such documents must also be NRF, NIMS, ICS, and EOC compliant.
    e. Testing of this ESF is outlined in *Annex E: Testing, Training, and Exercises / Plan Maintenance*.
2. State of Georgia
    a. When the GEMA/HS State Operations Center activates, the Department of Natural Resources Environmental Protection Division is the designated lead agency for

State Hazardous Materials incident response and may provide a liaison to local EOCs to facilitate any resource requests for hazardous materials.

D. Alerts and Notifications

1. Douglas County Fire/EMS Department will notify Douglas County EMA when information arises that indicates an incident is imminent or developing.
2. ESF-10 will activate or enter standby upon notification by Douglas County EOC. Representatives or designees from Douglas County Fire/EMS Department will manage incident activities.
3. Once instructions are received to activate or place on standby, Douglas County Fire/EMS Department will implement notification procedures and mobilize all personnel, facilities, and physical resources likely to be needed.

E. Actions

Any actions carried out are grouped into the phases of emergency management: preparedness, response, recovery, and mitigation. Each phase requires specific skills and knowledge to accomplish tasks and requires significant cooperation and collaboration between all agencies.

Overall Actions Assigned to All Members *Preparedness (Pre-Event) Actions for ESF-10 Oil and Hazardous Materials Response*	
1	Develop appropriate plans, procedures, mutual aid agreements, checklists, go-kits, and other supporting documentation as needed to facilitate execution of the agency's responsibilities to this ESF.
2	Ensure all ESF-10 personnel integrate NIMS and ICS principles in all planning and preparedness initiatives.
3	Identify agency staff representatives to support this ESF and other operational practices during emergency and disaster operations.
4	Participate in drills, exercises, and other preparedness events to test and validate hazardous materials response capabilities.

Overall Actions Assigned to All Members *Response (During Event) Actions for ESF-10 Oil and Hazardous Materials Response*	
1	Document disaster-related activities related to this ESF.
2	Ensure availability of expertise and equipment to manage the incident.
3	Identify damages and/or losses and prepare an action plan for recovery activities.
4	Maintain records, expenditures, and document resources utilized during response operations.
5	Make initial assessments as to the severity/magnitude of the situation.
6	Prepare to collect and maintain records of expenditures and document resources utilized during response and recovery operations.
7	Provide support staffing to the EOC.
8	Respond to hazardous material incidents of all types and sizes that warrant a response.

Overall Actions Assigned to All Members *Recovery (Post Event) Actions for ESF-10 Oil and Hazardous Materials Response*	
1	Ensure availability of expertise and equipment to manage the incident.
2	Coordinate pertinent disaster recovery information with the County Joint Information Center (JIC).
3	Maintain records, expenditures, and document resources utilized during recovery operations.
4	Request and maintain documented records of all expenditures, money, and physical resources of the various governmental departments/agencies involved in emergency operations. Ensure that ESF-10 team members or their agencies maintain appropriate records of costs incurred during the event.

Overall Actions Assigned to All Members *Mitigation Actions for ESF-10 Oil and Hazardous Materials Response*	
1	Participate in drills, exercises, and other preparedness events to test and validate hazardous materials response capabilities.

III. Responsibilities

A. ESF Role Aligned to Core Capabilities

The following table lists the response capability that ESF-10 more directly supports, along with the related ESF-10 actions supporting the capability.

Core Capability	ESF-10 Oil and Hazardous Materials Response
Environmental Response/Health and Safety	• Conduct appropriate measures to ensure the protection of the health and safety of the public and workers, as well as the environment, from all-hazards in support of responder operations and the affected communities. This includes, among other things: o Fixed site hazardous materials incidents o Environmental contamination
Situational Assessment	• Provide all decision makers with decision-relevant information regarding the nature and extent of the hazard, any cascading effects and the status of the response. This includes, among other things: o Size, scope, and potential cascading effects

B. Responsibilities

The ESF-10 Coordinating Agency is Douglas County Fire/EMS Department. Within the Douglas County EOC, the Douglas County Fire/EMS Department Coordinator serves dual roles as both the Coordinating and Primary Agency Coordinator for search and rescue services.

The following table identifies the responsibilities delegated to each agency/organization with ESF-10. The Coordinating and Primary Agency's responsibilities are listed first. The Supporting Agencies follow in alphabetical order.

Coordinating: Douglas County Fire/EMS Department	
Preparedness (Pre-Event) Actions for ESF-10 Oil and Hazardous Materials Response	
1	Collect and utilize licensing, permitting, monitoring, and/or transportation information from the appropriate local, county, state, or federal agencies and/or private organizations to facilitate emergency response.
2	Conduct a needs analysis and prioritize the deployment of services based on available resources and critical needs.
3	Coordinate a situational assessment to determine incident priorities in support of firefighting operations.
4	Coordinate appropriate decontamination efforts, as needed.
5	Coordinate the development of MOA's with appropriate agencies/organizations for the provision of hazardous materials personnel and resources to support an emergency or disaster response.
6	Coordinate the planning required to identify and plan for known risks within the community, and provide education to the public and continually improve the reaction capabilities of local emergency response agencies.
7	Coordinate the training of all first responder agency personnel in basic hazmat awareness to assist in recognition of and first-step protection measures for response to hazmat incidents.
8	Coordinate with each supporting agency through at least quarterly ESF meetings to ensure planning functions are carried out to support this ESF.
9	Develop and maintain a listing of private contractors capable of performing emergency and/or remedial actions associated with a hazardous materials incident.
10	Develop plans and/or mutual aid agreements regarding hazardous materials incidents with local agencies, other county agencies, contiguous states federal agencies, and private organizations as required.
11	Develop plans for communications, warning, and public information.
12	Develop procedures for identification, communications, warning, public information, evacuation, control, and monitoring and/or supervising cleanup of hazardous materials.
13	Establish a protocol for prioritizing hazmat responses.
14	Establish a structure for reliable communications between supporting entities and the EOC.
15	Maintain a current list of available hazardous materials resources within the area that may be available for response and coordinate this information with the EOC.
16	Maintain an inventory of local assets capable of responding to a hazardous materials incident.
17	Maintain contact with municipal liaisons to collect and relay information.
18	Obtain training for response personnel available through GEMA/HS, Georgia Fire Academy, manufacturers and shippers of hazardous materials, and/or other sources.
19	Plan for response to hazardous materials incidents and coordinate with the EMA and other first responders.
20	Provide, obtain, or recommend training for response personnel using courses made available by FEMA, Department of Energy (DOE), Nuclear Regulatory Commission (NRC), the Georgia Public Safety Training Center, EPA , and manufacturers and transporters of hazardous materials, as well as training based on OSHA requirements for each duty position.
21	Update private contractor clean-up contact information, as needed.
Response (During Event) Actions for ESF-10 Oil and Hazardous Materials Response	

Coordinating: Douglas County Fire/EMS Department	
1	After reviewing reports, gathering and analyzing information and consulting with appropriate agencies, determine and provide, as available, the necessary level of assistance.
2	Consult with appropriate local, state, or federal agencies and/or private organizations with regard to the need for decontamination. Coordinate with ESF-8 Public Health and Medical Services regarding decontamination of injured or deceased personnel.
3	Coordinate decontamination activities with appropriate local, state, and federal agencies.
4	Coordinate with appropriate local, state, and federal agencies to ensure the proper disposal of wastes associated with hazardous materials incidents; and assist in monitoring or tracking such shipments to appropriate disposal facilities.
5	Coordinate with ESF-1 Transportation for the use of staging areas and air assets, and technical advice and assistance on regulated rail.
6	Coordinate with ESF-12 Energy for technical advice and assistance on intra-County pipelines.
7	Coordinate with ESF-3 Public Works and Engineering for technical assistance on water, wastewater, solid waste, and disposal.
8	Coordinate with other ESFs to consolidate reports of hazmat responses.
9	ESF-10 will assess the situation to include: the nature, amount and location of real or potential releases of hazardous materials; pathways to human and environmental exposure; probable direction and time of travel of the materials; potential impact on human health, welfare, safety, and the environment; types, availability, and location of response resources; technical support and cleanup services; and priorities for protecting human health, welfare, and the environment.
10	ESF-10 will coordinate, with the Unified/Incident Command, all hazardous substance response specific efforts and provide information to the EOC for coordination of all other municipal efforts.
11	Establish a command post a safe distance from the scene or staff the EOC, if the situation becomes excessive.
12	Forward requests for mutual aid relating to hazardous materials incident assistance to the EOC (when activated).
13	Maintain a current listing of available fire service agencies and resource capabilities.
14	Plan for, coordinate with, and assign responding mutual aid resources as appropriate.
15	Provide 24-hour response capability and dispatch personnel to an incident scene as necessary.
16	Provide for monitoring to determine the extent of the contaminated area and consult with appropriate support agencies to provide access and egress control to contaminated area.
17	Provide further information on the situation to the EMA and convey warnings for dissemination to the public.
18	Request assistance for emergency health and medical, as well as mass care, if the situation warrants.
19	Support response teams, owner, shipper, state, and/or federal environmental personnel during cleanup.
20	Terminate cleanup operations after dangerous situation subsides.
21	Utilize proper procedures for containment to prevent additional dangers.
22	Verify incident information and notify the EMA and other applicable agencies.
Recovery (Post Event) Actions for ESF-10 Oil and Hazardous Materials Response	

Coordinating: Douglas County Fire/EMS Department	
1	Establish a command post a safe distance from the scene or staff the EOC, if the situation becomes excessive.
2	Provide further information on the situation to the EMA and convey warnings for dissemination to the public.
3	Request assistance for emergency health and medical, as well as mass care, if the situation warrants.
4	Support response teams, owner, shipper, state, and/or federal environmental personnel during cleanup.
5	Terminate cleanup operations after dangerous situation subsides.
6	Utilize proper procedures for containment to prevent additional dangers.
7	Verify incident information and notify the EMA and other applicable agencies.
8	Anticipate and plan for the arrival of, and coordination with, state ESF-10 personnel in the EOC and the Joint Field Office (JFO).
9	Inventory lost or damaged equipment and record any personnel injuries or equipment accidents.
10	Terminate operations when the emergency phase is over and when the area has been stabilized by responsible personnel.
Mitigation Actions for ESF-10 Oil and Hazardous Materials Response	
1	Develop procedures for identification, communications, warning, public information, evacuation, control, and monitoring and/or supervising cleanup of hazardous materials.
2	Obtain training for response personnel available through GEMA/HS, Georgia Fire Academy, manufacturers and shippers of hazardous materials, and/or other sources.
3	Plan for response to hazardous materials incidents and coordinate with the EMA and other first responders.
4	Document matters that may be needed for inclusion in agency or state/federal briefings, situation reports, and action plans.
5	Support and plan for mitigation measures.

Primary: Douglas County Fire/EMS Department	
Preparedness (Pre-Event) Actions for ESF-10 Oil and Hazardous Materials Response	
1	Collect and utilize licensing, permitting, monitoring, and/or transportation information from the appropriate local, county, state, or federal agencies and/or private organizations to facilitate emergency response.
2	Conduct a needs analysis and prioritize the deployment of services based on available resources and critical needs.
3	Coordinate a situational assessment to determine incident priorities in support of firefighting operations.
4	Coordinate appropriate decontamination efforts, as needed.
5	Coordinate the development of MOA's with appropriate agencies/organizations for the provision of hazardous materials personnel and resources to support an emergency or disaster response.
6	Coordinate the planning required to identify and plan for known risks within the community, and provide education to the public and continually improve the reaction capabilities of local emergency response agencies.

Primary: Douglas County Fire/EMS Department	
7	Coordinate the training of all first responder agency personnel in basic hazmat awareness to assist in recognition of and first-step protection measures for response to hazmat incidents.
8	Coordinate with each supporting agency through at least quarterly ESF meetings to ensure planning functions are carried out to support this ESF.
9	Develop and maintain a listing of private contractors capable of performing emergency and/or remedial actions associated with a hazardous materials incident.
10	Develop plans and/or mutual aid agreements regarding hazardous materials incidents with local agencies, other county agencies, contiguous states federal agencies, and private organizations as required.
11	Develop plans for communications, warning, and public information.
12	Develop procedures for identification, communications, warning, public information, evacuation, control, and monitoring and/or supervising cleanup of hazardous materials.
13	Establish a protocol for prioritizing hazmat responses.
14	Establish a structure for reliable communications between supporting entities and the EOC.
15	Maintain a current list of available hazardous materials resources within the area that may be available for response and coordinate this information with the EOC.
16	Maintain an inventory of local assets capable of responding to a hazardous materials incident.
17	Maintain contact with municipal liaisons to collect and relay information.
18	Obtain training for response personnel available through GEMA/HS, Georgia Fire Academy, manufacturers and shippers of hazardous materials, and/or other sources.
19	Plan for response to hazardous materials incidents and coordinate with the EMA and other first responders.
20	Provide, obtain, or recommend training for response personnel using courses made available by FEMA, Department of Energy (DOE), Nuclear Regulatory Commission (NRC), the Georgia Public Safety Training Center, EPA , and manufacturers and transporters of hazardous materials, as well as training based on OSHA requirements for each duty position.
21	Update private contractor clean-up contact information, as needed.
Response (During Event) Actions for ESF-10 Oil and Hazardous Materials Response	
1	After reviewing reports, gathering and analyzing information and consulting with appropriate agencies, determine and provide, as available, the necessary level of assistance.
2	Consult with appropriate local, state, or federal agencies and/or private organizations with regard to the need for decontamination. Coordinate with ESF-8 Public Health and Medical Services regarding decontamination of injured or deceased personnel.
3	Coordinate decontamination activities with appropriate local, state, and federal agencies.
4	Coordinate with appropriate local, state, and federal agencies to ensure the proper disposal of wastes associated with hazardous materials incidents; and assist in monitoring or tracking such shipments to appropriate disposal facilities.
5	Coordinate with ESF-1 Transportation for the use of staging areas and air assets, and technical advice and assistance on regulated rail.
6	Coordinate with ESF-12 Energy for technical advice and assistance on intra-County pipelines.
7	Coordinate with ESF-3 Public Works and Engineering for technical assistance on water, wastewater, solid waste, and disposal.

Primary: Douglas County Fire/EMS Department	
8	Coordinate with other ESFs to consolidate reports of hazmat responses.
9	ESF-10 will assess the situation to include: the nature, amount and location of real or potential releases of hazardous materials; pathways to human and environmental exposure; probable direction and time of travel of the materials; potential impact on human health, welfare, safety, and the environment; types, availability, and location of response resources; technical support and cleanup services; and priorities for protecting human health, welfare, and the environment.
10	ESF-10 will coordinate, with the Unified/Incident Command, all hazardous substance response specific efforts and provide information to the EOC for coordination of all other municipal efforts.
11	Establish a command post a safe distance from the scene or staff the EOC, if the situation becomes excessive.
12	Forward requests for mutual aid relating to hazardous materials incident assistance to the EOC (when activated).
13	Maintain a current listing of available fire service agencies and resource capabilities.
14	Plan for, coordinate with, and assign responding mutual aid resources as appropriate.
15	Provide 24-hour response capability and dispatch personnel to an incident scene as necessary.
16	Provide for monitoring to determine the extent of the contaminated area and consult with appropriate support agencies to provide access and egress control to contaminated area.
17	Provide further information on the situation to the EMA and convey warnings for dissemination to the public.
18	Request assistance for emergency health and medical, as well as mass care, if the situation warrants.
19	Support response teams, owner, shipper, state, and/or federal environmental personnel during cleanup.
20	Terminate cleanup operations after dangerous situation subsides.
21	Utilize proper procedures for containment to prevent additional dangers.
22	Verify incident information and notify the EMA and other applicable agencies.
Recovery (Post Event) Actions for ESF-10 Oil and Hazardous Materials Response	
1	Establish a command post a safe distance from the scene or staff the EOC, if the situation becomes excessive.
2	Provide further information on the situation to the EMA and convey warnings for dissemination to the public.
3	Request assistance for emergency health and medical, as well as mass care, if the situation warrants.
4	Support response teams, owner, shipper, state, and/or federal environmental personnel during cleanup.
5	Terminate cleanup operations after dangerous situation subsides.
6	Utilize proper procedures for containment to prevent additional dangers.
7	Verify incident information and notify the EMA and other applicable agencies.
8	Anticipate and plan for the arrival of, and coordination with, state ESF-10 personnel in the EOC and the Joint Field Office (JFO).
9	Inventory lost or damaged equipment and record any personnel injuries or equipment accidents.

Primary: Douglas County Fire/EMS Department	
10	Terminate operations when the emergency phase is over and when the area has been stabilized by responsible personnel.
Mitigation Actions for ESF-10 Oil and Hazardous Materials Response	
1	Develop procedures for identification, communications, warning, public information, evacuation, control, and monitoring and/or supervising cleanup of hazardous materials.
2	Obtain training for response personnel available through GEMA/HS, Georgia Fire Academy, manufacturers and shippers of hazardous materials, and/or other sources.
3	Plan for response to hazardous materials incidents and coordinate with the EMA and other first responders.
4	Document matters that may be needed for inclusion in agency or state/federal briefings, situation reports, and action plans.
5	Support and plan for mitigation measures.

Supporting: City of Douglasville Police Department	
Preparedness (Pre-Event) Actions for ESF-10 Oil and Hazardous Materials Response	
1	Attend ESF meetings to ensure planning and coordination functions are carried out to support this ESF.
Response (During Event) Actions for ESF-10 Oil and Hazardous Materials Response	
1	Create traffic plan if incident involves closing roadways.
2	Establish area security and prohibit all unauthorized personnel from entering the containment area.
3	Provide 24-hour response capability and dispatch personnel to an incident scene as necessary.
4	Provide additional resources as available to support ESF-10 response and recovery efforts.
5	Provide coordination and support for incident as needed or requested.
6	Provide investigation assistance for hazardous materials incidents, if needed.
7	Provide protective action recommendations, as the incident requires.
8	Utilize proper procedures for containment to prevent additional dangers.
9	Verify incident information and notify the EMA and other applicable agencies.
Recovery (Post Event) Actions for ESF-10 Oil and Hazardous Materials Response	
1	Establish area security and prohibit all unauthorized personnel from entering the containment area.
2	Utilize proper procedures for containment to prevent additional dangers.
3	Verify incident information and notify the EMA and other applicable agencies.

Supporting: Douglas County EMA	
Preparedness (Pre-Event) Actions for ESF-10 Oil and Hazardous Materials Response	
1	Attend ESF meetings to ensure planning and coordination functions are carried out to support this ESF.
2	Coordinate the planning required to identify and plan for known risks within the community, and provide education to the public and continually improve the reaction capabilities of local emergency response agencies.

Supporting: Douglas County EMA	
3	Coordinate the training of all first responder agency personnel in basic hazmat awareness to assist in recognition of and first-step protection measures for response to hazmat incidents.
4	Develop plans and/or mutual aid agreements regarding hazardous materials incidents with local agencies, other county agencies, contiguous states federal agencies, and private organizations as required.
5	Establish a structure for reliable communications between supporting entities and the EOC.
6	Identify potential contacts and resources in order to conduct a community vulnerability analysis to determine potential hazardous materials threats and on-site inspections.
7	Obtain training for response personnel available through GEMA/HS, Georgia Fire Academy, manufacturers and shippers of hazardous materials, and/or other sources.
8	Prepare a facility profile and inventory of potential hazardous materials.
9	Prepare an inventory of existing threats using SARA Title III and Tier II information.
10	Provide, obtain, or recommend training for response personnel using courses made available by FEMA, Department of Energy (DOE), Nuclear Regulatory Commission (NRC), the Georgia Public Safety Training Center, EPA , and manufacturers and transporters of hazardous materials, as well as training based on OSHA requirements for each duty position.
Response (During Event) Actions for ESF-10 Oil and Hazardous Materials Response	
1	After reviewing reports, gathering and analyzing information and consulting with appropriate agencies, determine and provide, as available, the necessary level of assistance.
2	Coordinate with GEMA/HS for use of state assets.
3	Provide additional resources as available to support ESF-10 response and recovery efforts.
4	Provide coordination and support as appropriate for each incident.
5	Request assistance for emergency health and medical, as well as mass care, if the situation warrants.
6	Request state mutual aid resources through the Georgia State Operations Center and/or GEMA/HS.
Recovery (Post Event) Actions for ESF-10 Oil and Hazardous Materials Response	
1	Request assistance for emergency health and medical, as well as mass care, if the situation warrants.
2	Request state mutual aid resources through the Georgia State Operations Center and/or GEMA/HS.
Mitigation Actions for ESF-10 Oil and Hazardous Materials Response	
1	Obtain training for response personnel available through GEMA/HS, Georgia Fire Academy, manufacturers and shippers of hazardous materials, and/or other sources.
2	Prepare a facility profile and inventory of potential hazardous materials.
3	Identify potential contacts and resources in order to conduct a community vulnerability analysis to determine potential hazardous materials threats and on-site inspections.
4	Support and plan for mitigation measures.
5	Support requests and directives resulting from the Governor and/or GEMA/HS concerning mitigation and/or redevelopment activities.

Supporting: Douglas County Sheriff's Office	
Preparedness (Pre-Event) Actions for ESF-10 Oil and Hazardous Materials Response	
1	Attend ESF meetings to ensure planning and coordination functions are carried out to support this ESF.
Response (During Event) Actions for ESF-10 Oil and Hazardous Materials Response	
1	Create traffic plan if incident involves closing roadways.
2	Establish area security and prohibit all unauthorized personnel from entering the containment area.
3	Provide 24-hour response capability and dispatch personnel to an incident scene as necessary.
4	Provide additional resources as available to support ESF-10 response and recovery efforts.
5	Provide coordination and support for incident as needed or requested.
6	Provide investigation assistance for hazardous materials incidents, if needed.
7	Provide protective action recommendations, as the incident requires.
8	Utilize proper procedures for containment to prevent additional dangers.
9	Verify incident information and notify the EMA and other applicable agencies.
Recovery (Post Event) Actions for ESF-10 Oil and Hazardous Materials Response	
1	Establish area security and prohibit all unauthorized personnel from entering the containment area.
2	Utilize proper procedures for containment to prevent additional dangers.
3	Verify incident information and notify the EMA and other applicable agencies.

IV. Financial Management

ESF-10 is responsible for coordinating with Douglas County Finance to manage expenses relevant to an incident.

During a response, each agency/department funds disaster operations from their current operating budget and are responsible for recording and tracking agency expenditures. If a Federally declared disaster exists, each agency is responsible for seeking reimbursement in accordance with the formulas developed and maintained by the Federal Emergency Management Agency (FEMA) via the FEMA/State Agreement.

Expenditures by support agencies will be documented by those agencies and submitted directly to Douglas County Finance or a designated Finance Service Officer as soon as possible.

V. References and Authorities

References:

1. Developing and Maintaining Emergency Operations Plans: Comprehensive Preparedness Guide (CPG) 101 - September 2021, Version 3.0
2. National Incident Management System, Third Edition - October 2017
3. National Response Framework, Fourth Edition - October 28, 2019

Authorities:

1. Robert T. Stafford Disaster Relief and Emergency Assistance Act, Public Law 93-288, as amended - https://www.fema.gov/sites/default/files/2020-03/stafford-act_2019.pdf
2. Georgia Emergency Management Act of 1981, as amended
3. Douglas County Board of Commissioners - Douglas County, Georgia - Code of Ordinances, Chapter 7.7 - Emergency Management
4. Code of Ordinances of the City of Douglasville, GA - Chapter 30 - Civil Emergencies

A Presidentially declared disaster is generally required for Federal agencies to become involved in disaster response and assistance. The Governor must declare a state of emergency and request a Presidential Disaster Declaration under the Robert T. Stafford Disaster Relief and Emergency Assistance Act, as amended, through the regional FEMA office. This request is evaluated and then forwarded to the national office and then on to the President's desk for approval. A more complete description can be found within the Department of Homeland Security's National Response Framework, Fourth Edition.

ESF-11 Agriculture, Natural Resources, and Animal Services

Coordinating Agency:
Douglas County Animal Services

Primary Agency:
Douglas County Animal Services

Support Agencies:
Cobb & Douglas Public Health
Douglas County EMA
Extension Service/UGA

I. Purpose and Scope

The emergency support function of Agriculture, Natural Resources, and Animal Services involves direction and coordination, operations, and follow-through during an emergency or disaster.

A. Purpose

ESF-11 Agriculture, Natural Resources, and Animal Services provides operational guidance to departments/organizations that are assigned to work within this ESF. This ESF has been established to support the provision of nutrition assistance, management of diseases, food safety, and to protect significant properties.

1. Actions undertaken through ESF-11 are coordinated with and conducted cooperatively with state and local incident management officials and with private entities.
2. Each supporting agency is responsible for managing its respective assets and resources after receiving direction from the coordinating/primary agency for the incident.
3. Food Safety and Inspections are activated upon notification of the occurrence of a potential or actual disaster or emergency by Cobb & Douglas Public Health.
4. Actions undertaken are guided by and coordinated with County and local emergency preparedness and response officials and State and Federal officials and include existing USDA internal policies and procedures.
5. Actions undertaken under ESF-11 to protect, conserve, rehabilitate, recover, and restore resources are guided by the existing internal policies and procedures of the primary agency for each incident.
6. The primary agency for each incident coordinates with appropriate ESFs and other annexes to ensure the appropriate use of volunteers and their health and safety and to ensure appropriate measures are in place to protect the health and safety of all workers.
7. Control and eradication of an outbreak of a highly contagious or economically devastating animal/zoonotic disease, highly infective exotic plant disease, or economically devastating plant pest infestation.
8. Assurance of food safety and food security.
9. Protection of natural and cultural resources and historic property resources before, during, and/or after a disaster or emergency.

B. Scope

ESF-11 acts to provide for the following functional responsibilities:

- Identify, secure, and distribute food, bottled beverages, and supplies in addition to supporting the provision for sanitary food storage, distribution, and preparation during an emergency or disaster;
- Provide for mitigation, response, and recovery to natural disasters, and/or acts of terrorism affecting animals, agriculture production, and the food sector;
- Assist agriculture in an outbreak of a highly infectious/contagious or economically devastating animal/zoonotic disease or a highly ineffective or economically devastating plant pest disease or infestation;
- Assist with agriculture production, animal industry, and wildlife adversely affected by a disaster, either natural or man-made; and,
- Conserve, rehabilitate, recover, and restore natural, cultural, and historic properties prior to, during, and after a man-made or natural disaster.

To that end, ESF-11 serves to meet the Agriculture, Natural Resources, and Animal Services essential elements of information needs through the four phases of the disaster management cycle - Preparedness, Response, Recovery, and Mitigation.

1. Preparedness
    a. Maintain an accurate roster of personnel assigned to perform ESF-11 duties during a disaster.
    b. Identify and schedule disaster response training for ESF-11 personnel.
    c. Maintain current food resource directories to include maintaining points of contact.
    d. Identify likely transportation needs and coordinate with ESF-1 Transportation.
    e. Ensure all ESF-11 personnel integrate National Incident Management System (NIMS) and Incident Command System (ICS) principles in all planning and preparedness initiatives.
2. Response
    a. Lead support agencies will maintain a roster of personnel assigned to perform ESF-11 duties during a disaster.
    b. Coordinate with ESF-5 Emergency Management and ESF-6 Mass Care, Emergency Assistance, Housing, and Human Services regarding mass feeding sites established by responding emergency management agencies.
    c. ESF-11 will coordinate with EMA and Public Health to update lists of all available provision of medical services with appropriate agencies.
    d. ESF-6 will provide a list of mass care sites requiring restoration of services to EOC Operations.
    e. ESF-6 will coordinate with ESF-13 Public Safety and Security regarding additional security resources, if needed, at mass care sites.
3. Recovery

a. ESF-11 will coordinate with ESF-5, ESF-6, and ESF-8 Public Health and Medical Services to establish or support existing mass feeding sites operated to ensure optimal access for public service based on emergency needs.
b. ESF-11 will coordinate with State agencies for the provision of food and water to mass feeding sites, if necessary.

4. Mitigation
    a. Support and plan for mitigation measures.
    b. Support requests and directives resulting from GEMA/HS and/or other state agencies and federal partners concerning mitigation and/or redevelopment activities.
    c. Document matters that may be needed for inclusion in agency, county, or state/federal briefings, situation reports, and action plans.
    d. Work to educate citizens on disaster preparedness and disaster mitigation activities.

II. Concept of Operations

A. Natural Disaster and Animals, Animal Industry, and Wildlife

Strategy

The agency assigned primary responsibility for ESF-11 will coordinate with appropriate agencies and organizations to ensure operational readiness. Agencies with responsibilities for this section of ESF-11 will coordinate with the Georgia Department of Agriculture (GDA), the Georgia Department of Natural Resources (DNR), and the lead state agencies for ESF-11. GDA will develop and maintain Standard Operating Procedures (SOPs) to include, but not limited to, poultry, cattle, swine, dairy, equine, goats, sheep, and companion animal industries for a natural disaster. DNR will develop and maintain SOPs regarding aquaculture, seafood, wildlife, and exotic animals for natural disasters and the preservation of natural, cultural, and historic resources.

Mitigation/Preparedness

1. Develop mutual aid agreements with professional associations and private agencies/organizations.
2. Coordinate with ESF-6 in identifying potential pet friendly shelters near approved emergency American Red Cross shelters.
3. Participate in and/or conduct exercises or tests regularly to validate this ESF and related SOPs.
4. Prepare, in conjunction with GEMA/HS, public service announcements (PSAs) to increase public awareness regarding pet options and animal directives.
5. Participate in drills and exercises to evaluate animal and animal industry response capability.

Response/Recovery

1. Support the EMA/EOC with all available resources.

2. Coordinate local emergency response with regional and state systems.
3. Request additional personnel and equipment for triage and shelter facilities, when necessary.
4. Manage and direct evacuation of animals from risk areas and provide technical assistance to prevent animal injury and disease dissemination.
5. Obtain additional supplies, equipment, personnel, and technical assistance from support agencies and the private sector.
6. Provide assistance and care for livestock and other animals impacted by the disaster. If this assistance and care cannot be provided locally, request assistance from the State's ESF-11 via the State Operations Center (SOC).
7. Provide information to State ESF-11 on all available animal shelter facilities and confinement areas identified before, during, and after the disaster.
8. Assist with the evacuation of animals from risk areas and provide technical assistance to prevent animal injury and disease dissemination. Request additional assistance from State ESF-11 as needed.
9. Support State Agriculture Response Teams (GA-SARTs) as necessary.
10. Coordinate with supporting agencies and Volunteer Agencies Active in Disaster (VOAD) for additional animal emergency sheltering and stabling for both large and small animals.
11. Restore equipment and supplies to a normal state or operational readiness.
12. Maintain financial records on personnel, supplies, and other resources utilized. Report to EMA upon request.
13. Resume day-to-day operations.

B. Nutrition Assistance and Food Safety

Strategy

The agency assigned primary responsibility for ESF-11 will coordinate with appropriate agencies and organizations to ensure operational readiness. Agencies will responsibilities for the section of the ESF will coordinate with EMA, GDA, and DNR. This function will be coordinated with and involve other support agencies and organizations.

Mitigation/Preparedness

1. Identify agencies and organizations responsible for food safety inspections and monitoring and coordinate Memorandums of Understanding (MOUs) with appropriate entities.
2. Maintain procedures and responsibilities for food inspection and response to threatened food supplies.
3. Establish a system for the notification process of suspected or adulterated food supplies.
4. Participate in tests and exercises to evaluate communication with other agencies with food safety and security duties.
5. Coordinate the response to mass food distribution from secured sources with ESF-6.
6. Coordinate the development of an operational plan that will ensure timely distribution of food and drinking water.

7. Assess the availability of food supplies and storage facilities capable of storing dry, chilled, or frozen food.
8. Assess the availability of handling equipment and personnel for support.
9. Develop notification procedures for mobilizing food services, personnel, and resources.

Response/Recovery

1. Coordinate with state and local agencies and authorities for requested support if county agencies are overwhelmed.
2. Identify proper state and federal agencies to contact in the event of suspicious activity contributing to adulterated food supplies.
3. Provide guidance for immediate local protective actions and reports and establish communication with GDA and the Department of Human Resources (DHR).
4. Work with local EMA to determine critical food needs of the affected population in terms of numbers of people and their locations.
5. Coordinate community resources and personnel to assist with delivery services and/or distribution as necessary for secured food supplies.
6. Support ESF-6 in establishing distribution sites and requirements for distribution.
7. Establish linkages with volunteer and private agencies/organizations involved in congregate meal services.
8. Secure food, transportation, equipment, storage, and distribution facilities.
9. Initiate procurement of essential food and supplies not available from existing inventories.
10. Refer survivors needed additional food to volunteer and private agencies/organizations.
11. Coordinate with appropriate law enforcement in events where food supply contamination by chemical or biological agents are suspected or confirmed.
12. Designate certain individuals to serve as expert points of contact for law enforcement.
13. Provide for communication, surveillance, and response with all appropriate agencies in response to an act of agro-terrorism.
14. Coordinate public information and provide updates for ESF-15 External Affairs to distribute to the public and media.
15. Maintain financial records on personnel, supplies, and resources utilized, and report expenditures to local EMA and GEMA/HS upon request.
16. Resume day-to-day operations.

C. Animal and Plant Diseases and Pests

Strategy

The agency assigned primary responsibility for ESF-11 will coordinate with appropriate agencies and organizations to ensure operational readiness. Agencies with responsibilities for this section of the ESF will coordinate with EMA, GDA, and DNR. This function will be coordinated with and involve other support agencies and organizations.

Mitigation/Preparedness

1. Develop mutual aid agreements with government agencies, professional associations, and private agencies/organizations.
2. Work with GDA and DNR to train first responders, community leaders, and the agricultural industry at the awareness level in agro-security and agro-terrorism.
3. Work with GDA and DNR to provide for surveillance of foreign animal diseases or an animal disease, syndrome, chemical, poison, or toxin that may pose a substantial threat to the animal industries, aquaculture or seafood industries, the economy, or public health of the state.
4. Provide for surveillance of pests which may pose a potential or substantial threat to agriculture, horticulture, the economy, or the public health of the state.
5. Develop local plans and resources to enhance awareness of surveillance for early detection of animal health emergencies and agro-terrorism.
6. Conduct and/or participate in exercises, training sessions, and workshops to assist local communities and support agencies/organizations.
7. Encourage support agencies to develop emergency operations plans that detail their support functions for ESF-11.

Response/Recovery

1. Work with GDA and other appropriate state agencies to coordinate the collection of samples, ensure proper packaging and handling, and delivery to designated laboratories for testing.
2. Coordinate the crisis response and the resulting consequences as well as cooperate with law enforcement officials and the State of Georgia in criminal investigations if a terrorist act is suspected in connection with an agriculture, animal, or food incident.
3. Work with GDA to coordinate the decontamination and/or destruction of animals, plants, cultured aquatic products, food, and their associated facilities as determined necessary.
4. Support GDA's efforts to quarantine, stop sales, stop movement, and place other restrictions under GDA's authority of animals, plants, equipment, and products as necessary to control and eradicate diseases and pests.
5. Secure supplies, equipment, personnel, and technical assistance from support agencies/organizations, and other resources to carry out the response plans associated with animal health emergency management or any act of agro-terrorism that may pose a substantial threat to the state.
6. Manage and direct the evacuation of animals from risk areas and provide technical assistance to prevent animal injury and disease dissemination.
7. Support any identified County Agriculture Response Teams (CARTs) and other local emergency response teams with statewide support network and the GA-SARTs.
8. Determine the need for mutual aid assistance and implement requests for assistance through local mutual aid agreements, through GEMA/HS for state assistance, or mutual aid

assistance through agreements such as the Emergency Management Assistance Compact (EMAC).
9. Request Veterinary Medical Assistance Team (VMAT) assistance through the SOC if needed.
10. Coordinate operations to assure occupational safety measures are followed.
11. Coordinate damage assessments as necessary.
12. Restore equipment and supplies to a normal state of operational readiness.
13. Coordinate public information updates with ESF-15.
14. Maintain financial records on personnel, supplies, and other resources utilized and report to local EMA and GEMA/HS upon request.
15. Resume day-to-day operations.

D. Resource Protection

Strategy

The agency assigned primary responsibility for ESF-11 will coordinate with appropriate agencies and organizations to ensure operational readiness. Agencies with responsibilities for the section of the ESF will coordinate with EMA, GDA, and DNR. This function will be coordinated with and involve other support agencies and organizations.

ESF-11 agencies will coordinate with public natural, cultural, and historic properties and state agencies will develop SOPs for disaster prevention, preparedness, and recovery. On the state level, the Georgia Archives will manage, monitor, and assist in or conduct response and recovery actions to minimize damage to natural, cultural, or historic property resources, including essential government and historical records. ESF-11 agencies will request assistance for this resource through the SOC.

Mitigation/Preparedness

1. Participate in mutual aid agreements with government agencies, professional organizations, private agencies, and organizations.
2. Develop inventory of natural, cultural, and historic resources that will be covered by this plan.
3. Participate in and/or conduct workshops for historical and cultural properties to encourage developmental plans for disaster prevention, preparedness, and recovery.

Response/Recovery

1. Support the disaster recovery with all available resources.
2. Cooperate with the appropriate law enforcement agencies if criminal activity is suspected.
3. Coordinate public information updates with ESF-15 for release to the public and media.
4. Provide technical assistance to public natural, historic, and cultural properties in damage assessment. Request additional technical assistance and damage assessment support through the SOC if needed.
5. Work with the state to reopen public natural, historic, and cultural properties to the public as soon as safely possible.

6. Request assistance from the state for the preservation, scientific/technical, and records and archival management advice and information for stabilization, security, logistics, and contracting for recovery services of damaged natural, historic, or cultural resources pertaining to documentary and archival records and historic documents.
7. Maintain financial records on personnel, supplies, and other resources utilized and report to local EMA and GEMA/HS upon request.
8. Resume day-to-day operations.

E. Direction and Control

Douglas County Animal Services is the ESF-11 coordinating agency. The staff member serving as Coordinator is appointed by and located within Douglas County Animal Services. When support is necessary, the Coordinator coordinates all aspects of ESF-11. ESF-11 is compliant with both the National Response Framework (NRF) and NIMS, and, as such, guides the direction and control system adopted by Douglas County EMA. Douglas County EMA functions as the official disaster prevention, mitigation, response, and recovery organization within Douglas County.

ESF-11 may operate at two levels: 1) Douglas County EOC; and/or 2) field operations.

During emergency activations, all management decisions about agriculture, natural resources, and animal services are made at the Douglas County EOC by the Coordinator. In accordance with mission assignment, each primary and/or support organization assisting in the deployment of ESF-11 will retain administrative control over its own resources and personnel but will remain under the operational control of ESF-11. Mission operational control may be delegated to the field by Douglas County EOC.

F. Organization

1. County
    a. When Douglas County EOC activates, personnel from both primary and support agencies are integrated with Douglas County Animal Services staff to provide support.
    b. During an emergency or disaster, ESF-11 falls under the purview of the Operations Section.
    c. During the response phase, Douglas County EOC evaluates and analyzes information about agriculture, natural resource, and animal services requests. ESF-11 also develops and updates agriculture, natural resource, and animal service assessments of the impacted area, undertakes contingency planning, and takes action if other agencies require assistance in obtaining necessary resources.
    d. Douglas County EMA develops and maintains this Annex. Douglas County Animal Services will also develop and maintain any accompanying appendices, annexes, and standard operating guidelines that govern response actions related to emergencies. Primary and support agencies should likewise develop and maintain their own similar documents for internal use. Such documents must also be NRF, NIMS, ICS, and EOP compliant.

e. Testing of the ESF is outlined in *Annex E: Testing, Training, and Exercises / Plan Maintenance*.

2. State of Georgia
    a. When the GEMA/HS State Operations Center activates, the Georgia Department of Agriculture (GDA) and the Department of Natural Resources (DNR) are the designated lead agencies for State Agriculture and Natural Resources support and may provide a liaison to local emergency operations centers to facilitate any requests for agriculture and natural resources requests.
    b. GEMA/HS develops and maintains ESF-11.

G. Alerts and Notifications

1. ESF-11 will activate or enter standby upon notification by Douglas County EOC. Representatives or designees from Douglas County Animal Services will manage incident activities.
2. Once instructions are received to activate or place staff on standby, Douglas County Animal Services will implement notification procedures and mobilize all personnel, facilities, and physical resources likely to be needed.

H. Actions

Any actions carried out are grouped into the phases of emergency management: Preparedness, Response, Recovery, and Mitigation. Each phase requires specific skills and knowledge to accomplish tasks and requires significant cooperation and collaboration between all agencies.

Overall Actions Assigned to All Members *Preparedness (Pre-Event) Actions for ESF-11 Agriculture, Natural Resources, and Animal Services*	
1	Assess the need for and prioritize the deployment of services based on available resources and critical needs as they relate to your area of responsibility.
2	Develop procedures to obtain telecommunications industry support as required.
3	Attend at least quarterly meetings to ensure planning functions are carried out to support this ESF.
4	Participate in drills and exercises to evaluate local communications capabilities.
5	Conduct and/or participate in exercises, training sessions, and workshops to assist local communities and support agencies/organizations.
6	Coordinate with the private sector, municipal, state, and federal government GIS resources to maintain accurate mapping.

Overall Actions Assigned to All Members *Response (During Event) Actions for ESF-11 Agriculture, Natural Resources, and Animal Services*	
1	Maintain financial records on personnel, supplies, and other resources utilized and report to Douglas County EMA and GEMA/HS upon request.
2	Evaluate the availability, operational conditions, and duration of need as well as logistical requirements necessary to obtain critically needed equipment.
3	Request volunteer agencies and industrial resources with communications assets to contribute to the response effort.

Overall Actions Assigned to All Members *Recovery (Post Event) Actions for ESF-11 Agriculture, Natural Resources, and Animal Services*	
1	Assemble a list of assets available to support the recovery and coordinate with information with the EOC.
2	Maintain financial records on personnel, supplies, and other resources utilized and report to Douglas County EMA and GEMA/HS upon request.
3	Restore equipment and supplies to a normal state of operational readiness.
4	Resume day-to-day operations.
5	Coordinate with the private sector, municipal, state, and federal government GIS resources to maintain accurate mapping.

Overall Actions Assigned to All Members *Mitigation Actions for ESF-11 Agriculture, Natural Resources, and Animal Services*	
1	Participate in drills and exercises to evaluate local communications capabilities.
2	Support and plan for mitigation measures.
3	Work to educate citizens on disaster preparedness and disaster mitigation activities.

III. Responsibilities

A. ESF Role Aligned to Core Capabilities

The following table lists the response capability that ESF-11 most directly supports, along with the related ESF-11 actions supporting the capability.

Core Capability	ESF-11 Agriculture, Natural Resources, and Animal Services
Environmental Response/Health and Safety	• Conduct appropriate measures to ensure the protection of the health and safety of the public and workers, as well as the environment, from all-hazards in support of responder operations and the affected communities. This includes but is not limited to: o Food and Water distribution o Bulk Food Storage

B. Responsibilities

The ESF-11 Coordinator is Douglas County Animal Services. Within the Douglas County EOC, the Douglas County Animal Services Coordinator serves dual roles as both the Coordinating and Primary Agency Emergency Coordinator for agriculture, natural resources, and animal services.

The following table identifies the responsibilities delegated to each agency/organization with ESF-11. The Coordinating and Primary Agency's responsibilities are listed first. The Supporting Agencies follow in alphabetical order.

Coordinating: Douglas County Animal Services	
Preparedness (Pre-Event) Actions for ESF-11 Agriculture, Natural Resources, and Animal Services	
1	**General Actions:**
2	Ensure that all ESF-11 personnel integrate NIMS and ICS principles in all planning and preparedness initiatives.
3	Identify and schedule disaster response training for ESF-11 personnel.
4	Identify likely transportation needs and coordinate with ESF-1.
5	Maintain an accurate roster of personnel assigned to perform ESF-11 duties during a disaster.
6	Develop mutual aid agreements with government agencies, professional associations, and private agencies/organizations.
7	Participate with Georgia Voluntary Organizations Active in Disasters (GA-VOAD).
8	**Natural Disaster and Animals, Animal Industry, and Wildlife:**
9	Coordinate with ESF-6 in identifying pet friendly shelters near approved emergency American Red Cross shelters.
10	Participate in and/or conduct exercises or tests regularly to validate this ESF and related SOPs.
11	Participate in drills and exercises to evaluate animal and animal industry response capability.
12	Prepare, in conjunction with GEMA/HS, public service announcements to increase public awareness regarding pet options and animal directives.
13	**Nutrition Assistance and Food Safety:**
14	Assess the availability of handling equipment and personnel for support.
15	**Animal and Plant Disease and Pests:**
16	Develop local plans and resources to enhance awareness of surveillance for the early detection of animal health emergencies and agro-terrorism.
17	Encourage support agencies to develop emergency operations plans that detail their support for ESF-11.
18	Work with the Georgia Department of Agriculture (GDA) and the Department of Natural Resources (DNR) to provide for the surveillance of foreign animal diseases or an animal disease, syndrome, chemical, poison, or toxin that may pose a substantial threat to the animal industries, aquaculture or seafood industries, the economy, or the public health of the state.
Response (During Event) Actions for ESF-11 Agriculture, Natural Resources, and Animal Services	
1	**General Actions:**
2	Coordinate with EMA and Public Health to update lists of all available provision of medical services with appropriate agencies.
3	Lead support agencies will maintain a roster of personnel assigned to perform ESF-11 duties during a disaster.
4	Support Douglas County EMA/EOC with all available resources.
5	Coordinate public information and provide updates to ESF-15 to distribute to the public and media.
6	Cooperate with governmental authorities in matters of equipment use.

Coordinating: Douglas County Animal Services	
7	Coordinate with governmental authorities in evacuation matters.
8	**Natural Disaster and Animals, Animal Industry, and Wildlife:**
9	Assist with the evacuation of animals from risk areas and provide technical assistance to prevent animal injury and disease dissemination. Request additional assistance from state ESF-11 as needed.
10	Coordinate local emergency response with regional and state systems.
11	Coordinate with supporting agencies and Volunteer Agencies Active in Disaster (VOAD) for additional animal emergency sheltering and stabling for both large and small animals.
12	Obtain additional supplies, equipment, personnel, and technical assistance from support agencies and the private sector.
13	Provide assistance and care for livestock and other animals impacted by the disaster. If this assistance and care cannot be provided locally, request assistance from ESF-11 through the SOC.
14	Provide information to state ESF-11 on all available animal shelter facilities and confinement areas identified before, during, and after the disaster.
15	Request additional personnel and equipment for triage and shelter facilities, when necessary.
16	Coordinate with local government authorities to establish veterinary aid stations and emergency relief staging areas.
17	Coordinate the security of veterinary medical facilities and supplies.
18	**Nutrition Assistance and Food Safety:**
19	Designate individuals to serve as expert points of contact for law enforcement.
20	**Animal and Plant Diseases and Pests:**
21	Manage and direct animal evacuations from risk areas and provide technical assistance to prevent animal injury and disease dissemination.
22	Coordinate damage assessment as necessary.
23	Coordinate operations to ensure occupational safety measures are followed.
24	Coordinate the crisis response and resulting consequences, as well as cooperate with law enforcement officials and the State of Georgia in criminal investigations, if a terrorist act is suspected in connection with an agricultural, animal, or food incident.
25	Determine the need for mutual aid assistance and implement requests for assistance through local mutual aid agreements or through GEMA/HS for state assistance or assistance through mutual aid assistance agreements such as the Emergency Management Assistance Compact (EMAC).
26	Request Veterinary Medical Assistance Team (VMAT) assistance through the SOC if needed.
27	Secure supplies, equipment, personnel, and technical assistance from support agencies/organizations and other resources to respond to incidents requiring animal health emergency management or any act of agro-terrorism that may pose a substantial threat to the state.
28	Support any identified County Agriculture Response Teams (CARTs) and other local emergency response teams with the statewide support network and the State Agriculture Response Teams (GA-SARTs).
29	Support GDA's efforts to quarantine, stop sales, stop movement, and place other restrictions under GDA authority of animals, plants, equipment, and products as necessary to control and eradicate diseases and pests.

Coordinating: Douglas County Animal Services	
30	Work with GDA and other appropriate state agencies to coordinate the collection of samples, ensure proper packaging and handling, and deliver them to designated laboratories for testing.
31	Work with GDA to coordinate the decontamination and/or destruction of animals, plants, cultured aquatic products, food, and their associated facilities as determined as necessary.
32	**Resource Protection:**
33	If criminal activity is suspected, cooperate with the criminal investigation jointly with appropriate state and federal law enforcement agencies.
Recovery (Post Event) Actions for ESF-11 Agriculture, Natural Resources, and Animal Services	
1	**General Actions:**
2	Coordinate public information and provide updates to ESF-15 to distribute to the public and media.
3	**Natural Disaster and Animals, Animal Industry, and Wildlife:**
4	Coordinate with supporting agencies and Volunteer Agencies Active in Disaster (VOAD) for additional animal emergency sheltering and stabling for both large and small animals.
5	Obtain additional supplies, equipment, personnel, and technical assistance from support agencies and the private sector.
6	Provide assistance and care for livestock and other animals impacted by the disaster. If this assistance and care cannot be provided locally, request assistance from ESF-11 through the SOC.
7	Provide information to state ESF-11 on all available animal shelter facilities and confinement areas identified before, during, and after the disaster.
8	Request additional personnel and equipment for triage and shelter facilities, when necessary.
9	**Animal and Plant Diseases and Pests:**
10	Coordinate damage assessment as necessary.
11	Coordinate operations to ensure occupational safety measures are followed.
12	Determine the need for mutual aid assistance and implement requests for assistance through local mutual aid agreements or through GEMA/HS for state assistance or assistance through mutual aid assistance agreements such as the Emergency Management Assistance Compact (EMAC).
13	Request Veterinary Medical Assistance Team (VMAT) assistance through the SOC if needed.
14	Support any identified County Agriculture Response Teams (CARTs) and other local emergency response teams with the statewide support network and the State Agriculture Response Teams (GA-SARTs).
15	Support GDA's efforts to quarantine, stop sales, stop movement, and place other restrictions under GDA authority of animals, plants, equipment, and products as necessary to control and eradicate diseases and pests.
16	Work with GDA and other appropriate state agencies to coordinate the collection of samples, ensure proper packaging and handling, and deliver them to designated laboratories for testing.
17	Work with GDA to coordinate the decontamination and/or destruction of animals, plants, cultured aquatic products, food, and their associated facilities as determined as necessary.
18	**Resource Protection:**

Coordinating: Douglas County Animal Services	
19	Support the disaster recovery with all available resources.
Mitigation Actions for ESF-11 Agriculture, Natural Resources, and Animal Services	
1	**General Actions:**
2	Document matters that may be needed for inclusion in agency, county, or state/federal briefings, situation reports, and action plans.
3	Participate with Georgia Voluntary Organizations Active in Disasters (GA-VOAD).
4	Support requests and directives resulting from GEMA/HS and/or other state agencies and federal partners concerning mitigation and/or redevelopment activities.
5	**Natural Disaster and Animals, Animal Industry, and Wildlife:**
6	Coordinate with ESF-6 in identifying pet friendly shelters near approved emergency American Red Cross shelters.
7	Participate in and/or conduct exercises or tests regularly to validate this ESF and related SOPs.
8	Participate in drills and exercises to evaluate animal and animal industry response capability.
9	**Animal and Plant Diseases and Pests:**
10	Develop local plans and resources to enhance awareness of surveillance for the early detection of animal health emergencies and agro-terrorism.
11	Encourage support agencies to develop emergency operations plans that detail their support for ESF-11.

Primary: Douglas County Animal Services	
Preparedness (Pre-Event) Actions for ESF-11 Agriculture, Natural Resources, and Animal Services	
1	**General Actions:**
2	Ensure that all ESF-11 personnel integrate NIMS and ICS principles in all planning and preparedness initiatives.
3	Identify and schedule disaster response training for ESF-11 personnel.
4	Identify likely transportation needs and coordinate with ESF-1.
5	Maintain an accurate roster of personnel assigned to perform ESF-11 duties during a disaster.
6	Develop mutual aid agreements with government agencies, professional associations, and private agencies/organizations.
7	Participate with Georgia Voluntary Organizations Active in Disasters (GA-VOAD).
8	**Natural Disaster and Animals, Animal Industry, and Wildlife:**
9	Coordinate with ESF-6 in identifying pet friendly shelters near approved emergency American Red Cross shelters.
10	Participate in and/or conduct exercises or tests regularly to validate this ESF and related SOPs.
11	Participate in drills and exercises to evaluate animal and animal industry response capability.
12	Prepare, in conjunction with GEMA/HS, public service announcements to increase public awareness regarding pet options and animal directives.
13	**Nutrition Assistance and Food Safety:**

Primary: Douglas County Animal Services	
14	Assess the availability of handling equipment and personnel for support.
15	**Animal and Plant Disease and Pests:**
16	Develop local plans and resources to enhance awareness of surveillance for the early detection of animal health emergencies and agro-terrorism.
17	Encourage support agencies to develop emergency operations plans that detail their support for ESF-11.
18	Work with the Georgia Department of Agriculture (GDA) and the Department of Natural Resources (DNR) to provide for the surveillance of foreign animal diseases or an animal disease, syndrome, chemical, poison, or toxin that may pose a substantial threat to the animal industries, aquaculture or seafood industries, the economy, or the public health of the state.
Response (During Event) Actions for ESF-11 Agriculture, Natural Resources, and Animal Services	
1	**General Actions:**
2	Coordinate with EMA and Public Health to update lists of all available provision of medical services with appropriate agencies.
3	Lead support agencies will maintain a roster of personnel assigned to perform ESF-11 duties during a disaster.
4	Support Douglas County EMA/EOC with all available resources.
5	Coordinate public information and provide updates to ESF-15 to distribute to the public and media.
6	Cooperate with governmental authorities in matters of equipment use.
7	Coordinate with governmental authorities in evacuation matters.
8	**Natural Disaster and Animals, Animal Industry, and Wildlife:**
9	Assist with the evacuation of animals from risk areas and provide technical assistance to prevent animal injury and disease dissemination. Request additional assistance from state ESF-11 as needed.
10	Coordinate local emergency response with regional and state systems.
11	Coordinate with supporting agencies and Volunteer Agencies Active in Disaster (VOAD) for additional animal emergency sheltering and stabling for both large and small animals.
12	Obtain additional supplies, equipment, personnel, and technical assistance from support agencies and the private sector.
13	Provide assistance and care for livestock and other animals impacted by the disaster. If this assistance and care cannot be provided locally, request assistance from ESF-11 through the SOC.
14	Provide information to state ESF-11 on all available animal shelter facilities and confinement areas identified before, during, and after the disaster.
15	Request additional personnel and equipment for triage and shelter facilities, when necessary.
16	Coordinate with local government authorities to establish veterinary aid stations and emergency relief staging areas.
17	Coordinate the security of veterinary medical facilities and supplies.
18	**Nutrition Assistance and Food Safety:**
19	Designate individuals to serve as expert points of contact for law enforcement.

Primary: Douglas County Animal Services	
20	**Animal and Plant Diseases and Pests:**
21	Manage and direct animal evacuations from risk areas and provide technical assistance to prevent animal injury and disease dissemination.
22	Coordinate damage assessment as necessary.
23	Coordinate operations to ensure occupational safety measures are followed.
24	Coordinate the crisis response and resulting consequences, as well as cooperate with law enforcement officials and the State of Georgia in criminal investigations, if a terrorist act is suspected in connection with an agricultural, animal, or food incident.
25	Determine the need for mutual aid assistance and implement requests for assistance through local mutual aid agreements or through GEMA/HS for state assistance or assistance through mutual aid assistance agreements such as the Emergency Management Assistance Compact (EMAC).
26	Request Veterinary Medical Assistance Team (VMAT) assistance through the SOC if needed.
27	Secure supplies, equipment, personnel, and technical assistance from support agencies/organizations and other resources to respond to incidents requiring animal health emergency management or any act of agro-terrorism that may pose a substantial threat to the state.
28	Support any identified County Agriculture Response Teams (CARTs) and other local emergency response teams with the statewide support network and the State Agriculture Response Teams (GA-SARTs).
29	Support GDA's efforts to quarantine, stop sales, stop movement, and place other restrictions under GDA authority of animals, plants, equipment, and products as necessary to control and eradicate diseases and pests.
30	Work with GDA and other appropriate state agencies to coordinate the collection of samples, ensure proper packaging and handling, and deliver them to designated laboratories for testing.
31	Work with GDA to coordinate the decontamination and/or destruction of animals, plants, cultured aquatic products, food, and their associated facilities as determined as necessary.
32	**Resource Protection:**
33	If criminal activity is suspected, cooperate with the criminal investigation jointly with appropriate state and federal law enforcement agencies.
Recovery (Post Event) Actions for ESF-11 Agriculture, Natural Resources, and Animal Services	
1	**General Actions:**
2	Coordinate public information and provide updates to ESF-15 to distribute to the public and media.
3	**Natural Disaster and Animals, Animal Industry, and Wildlife:**
4	Coordinate with supporting agencies and Volunteer Agencies Active in Disaster (VOAD) for additional animal emergency sheltering and stabling for both large and small animals.
5	Obtain additional supplies, equipment, personnel, and technical assistance from support agencies and the private sector.
6	Provide assistance and care for livestock and other animals impacted by the disaster. If this assistance and care cannot be provided locally, request assistance from ESF-11 through the SOC.

Primary: Douglas County Animal Services	
7	Provide information to state ESF-11 on all available animal shelter facilities and confinement areas identified before, during, and after the disaster.
8	Request additional personnel and equipment for triage and shelter facilities, when necessary.
9	**Animal and Plant Diseases and Pests:**
10	Coordinate damage assessment as necessary.
11	Coordinate operations to ensure occupational safety measures are followed.
12	Determine the need for mutual aid assistance and implement requests for assistance through local mutual aid agreements or through GEMA/HS for state assistance or assistance through mutual aid assistance agreements such as the Emergency Management Assistance Compact (EMAC).
13	Request Veterinary Medical Assistance Team (VMAT) assistance through the SOC if needed.
14	Support any identified County Agriculture Response Teams (CARTs) and other local emergency response teams with the statewide support network and the State Agriculture Response Teams (GA-SARTs).
15	Support GDA's efforts to quarantine, stop sales, stop movement, and place other restrictions under GDA authority of animals, plants, equipment, and products as necessary to control and eradicate diseases and pests.
16	Work with GDA and other appropriate state agencies to coordinate the collection of samples, ensure proper packaging and handling, and deliver them to designated laboratories for testing.
17	Work with GDA to coordinate the decontamination and/or destruction of animals, plants, cultured aquatic products, food, and their associated facilities as determined as necessary.
18	**Resource Protection:**
19	Support the disaster recovery with all available resources.
Mitigation Actions for ESF-11 Agriculture, Natural Resources, and Animal Services	
1	**General Actions:**
2	Document matters that may be needed for inclusion in agency, county, or state/federal briefings, situation reports, and action plans.
3	Participate with Georgia Voluntary Organizations Active in Disasters (GA-VOAD).
4	Support requests and directives resulting from GEMA/HS and/or other state agencies and federal partners concerning mitigation and/or redevelopment activities.
5	**Natural Disaster and Animals, Animal Industry, and Wildlife:**
6	Coordinate with ESF-6 in identifying pet friendly shelters near approved emergency American Red Cross shelters.
7	Participate in and/or conduct exercises or tests regularly to validate this ESF and related SOPs.
8	Participate in drills and exercises to evaluate animal and animal industry response capability.
9	**Animal and Plant Diseases and Pests:**
10	Develop local plans and resources to enhance awareness of surveillance for the early detection of animal health emergencies and agro-terrorism.
11	Encourage support agencies to develop emergency operations plans that detail their support for ESF-11.

Primary: Douglas County Animal Services

Supporting: Cobb & Douglas Public Health	
Preparedness (Pre-Event) Actions for ESF-11 Agriculture, Natural Resources, and Animal Services	
1	**General Actions:**
2	Maintain current food resource directories to include maintaining points of contact.
3	**Nutrition Assistance and Food Safety:**
4	Assess the availability of food supplies and storage facilities capable of storing dry, chilled, or frozen food.
5	Assess the availability of handling equipment and personnel for support.
6	Coordinate the development of an operational plan that will ensure timely distribution of food and drinking water.
7	Coordinate the response to mass food distribution from secured sources with ESF-6.
8	Develop notification procedures for mobilizing food services, personnel, and resources.
9	Establish a system for the notification process of suspected or adulterated food supplies.
10	Identify agencies and organizations responsible for food safety inspections and monitoring and coordinate MOUs with appropriate entities.
11	Maintain procedures and responsibilities for food inspection and response to threatened food supplies.
12	Participate in tests and exercises to evaluate communication with other agencies with food safety and security duties.
Response (During Event) Actions for ESF-11 Agriculture, Natural Resources, and Animal Services	
1	**General Actions:**
2	Coordinate with ESF-5 and ESF-6 regarding mass feeding sites established by responding emergency management agencies.
3	Support Douglas County EMA/EOC with all available resources.
4	**Nutrition Assistance and Food Safety:**
5	Coordinate community resources and personnel to assist with delivery services and/or distribution as necessary for secured food supplies.
6	Coordinate with appropriate law enforcement in events where food supply contamination by chemical or biological agents is suspected or confirmed.
7	Coordinate support with state and local agencies and authorities if county agencies and resources are overwhelmed.
8	Designate individuals to serve as expert points of contact for law enforcement.
9	Establish linkages with volunteer and private agencies/organizations involved in congregate meal services.
10	Identify proper state and federal agencies to contact in the event of suspicious activity contributing to adulterated food supplies.
11	Initiate procurement of essential food supplies not available from existing inventories.
12	Provide assistance to ESF-6 by establishing distribution sites and requirements for distribution.

Supporting: Cobb & Douglas Public Health	
13	Provide guidance for immediate local protective actions and reports, and establish communication with GDA and the Department of Human Resources (DHR).
14	Refer survivors needed additional food to volunteer and private agencies/organizations.
15	Secure food, transportation, equipment, storage, and distribution facilities.
16	Work with Douglas County EMA to determine critical food needs of the affected population in terms of numbers of people and their locations.
17	**Animal and Plant Diseases and Pests:**
18	Coordinate the crisis response and resulting consequences, as well as cooperate with law enforcement officials and the State of Georgia in criminal investigations, if a terrorist act is suspected in connection with an agricultural, animal, or food incident.
19	Work with GDA to coordinate the decontamination and/or destruction of animals, plants, cultured aquatic products, food, and their associated facilities as determined as necessary.
20	**Resource Protection:**
21	If criminal activity is suspected, cooperate with the criminal investigation jointly with appropriate state and federal law enforcement agencies.
Recovery (Post Event) Actions for ESF-11 Agriculture, Natural Resources, and Animal Services	
1	**General Actions:**
2	ESF-11 will coordinate with ESF-5, ESF-6, and ESF-8 to establish or support existing mass feeding sites operating to ensure optimal access for public service based on emergency needs.
3	ESF-11 will coordinate with State agencies for the provision of food and water to mass feeding sites, if necessary.
4	**Nutrition Assistance and Food Safety:**
5	Coordinate community resources and personnel to assist with delivery services and/or distribution as necessary for secured food supplies.
6	Coordinate support with state and local agencies and authorities if county agencies and resources are overwhelmed.
7	Establish linkages with volunteer and private agencies/organizations involved in congregate meal services.
8	Refer survivors needed additional food to volunteer and private agencies/organizations.
9	Secure food, transportation, equipment, storage, and distribution facilities.
10	Work with Douglas County EMA to determine critical food needs of the affected population in terms of numbers of people and their locations.
11	**Animal and Plant Diseases and Pests:**
12	Work with GDA to coordinate the decontamination and/or destruction of animals, plants, cultured aquatic products, food, and their associated facilities as determined as necessary.
13	**Resource Protection:**
14	Support the disaster recovery with all available resources.
Mitigation Actions for ESF-11 Agriculture, Natural Resources, and Animal Services	
1	**Nutrition Assistance and Food Safety:**
2	Coordinate the development of an operational plan that will ensure timely distribution of food and drinking water.

Supporting: Cobb & Douglas Public Health	
3	Identify agencies and organizations responsible for food safety inspections and monitoring and coordinate MOUs with appropriate entities.
4	Participate in tests and exercises to evaluate communication with other agencies with food safety and security duties.

Supporting: Douglas County EMA	
Preparedness (Pre-Event) Actions for ESF-11 Agriculture, Natural Resources, and Animal Services	
1	**General Actions:**
2	Ensure that all ESF-11 personnel integrate NIMS and ICS principles in all planning and preparedness initiatives.
3	Identify and schedule disaster response training for ESF-11 personnel.
4	**Natural Disaster and Animals, Animal Industry, and Wildlife:**
5	Participate in and/or conduct exercises or tests regularly to validate this ESF and related SOPs.
6	Prepare, in conjunction with GEMA/HS, public service announcements to increase public awareness regarding pet options and animal directives.
7	**Nutrition Assistance and Food Safety:**
8	Coordinate the development of an operational plan that will ensure timely distribution of food and drinking water.
9	**Resource Protection:**
10	Develop an inventory of natural, cultural, and historic resources that will be covered by this plan.
11	Participate in and/or conduct workshops for historical and cultural properties to encourage developmental plans for disaster prevention, preparedness, and recovery.
Response (During Event) Actions for ESF-11 Agriculture, Natural Resources, and Animal Services	
1	**General Actions:**
2	Coordinate public information and provide updates to ESF-15 to distribute to the public and media.
3	**Natural Disaster and Animals, Animal Industry, and Wildlife:**
4	Obtain additional supplies, equipment, personnel, and technical assistance from support agencies and the private sector.
5	Provide information to state ESF-11 on all available animal shelter facilities and confinement areas identified before, during, and after the disaster.
6	**Nutrition Assistance and Food Safety:**
7	Coordinate support with state and local agencies and authorities if county agencies and resources are overwhelmed.
8	**Animal and Plant Diseases and Pests:**
9	Determine the need for mutual aid assistance and implement requests for assistance through local mutual aid agreements or through GEMA/HS for state assistance or assistance through mutual aid assistance agreements such as the Emergency Management Assistance Compact (EMAC).

Supporting: Douglas County EMA	
Recovery (Post Event) Actions for ESF-11 Agriculture, Natural Resources, and Animal Services	
1	**General Actions:**
2	Coordinate public information and provide updates to ESF-15 to distribute to the public and media.
3	ESF-11 will coordinate with State agencies for the provision of food and water to mass feeding sites, if necessary.
4	**Natural Disaster and Animals, Animal Industry, and Wildlife:**
5	Obtain additional supplies, equipment, personnel, and technical assistance from support agencies and the private sector.
6	Provide information to state ESF-11 on all available animal shelter facilities and confinement areas identified before, during, and after the disaster.
7	**Nutrition Assistance and Food Safety:**
8	Coordinate support with state and local agencies and authorities if county agencies and resources are overwhelmed.
9	**Animal and Plant Diseases and Pests:**
10	Determine the need for mutual aid assistance and implement requests for assistance through local mutual aid agreements or through GEMA/HS for state assistance or assistance through mutual aid assistance agreements such as the Emergency Management Assistance Compact (EMAC).
Mitigation Actions for ESF-11 Agriculture, Natural Resources, and Animal Services	
1	**Natural Disaster and Animals, Animal Industry, and Wildlife:**
2	Participate in and/or conduct exercises or tests regularly to validate this ESF and related SOPs.
3	**Nutrition Assistance and Food Safety:**
4	Coordinate the development of an operational plan that will ensure timely distribution of food and drinking water.
5	**Resource Protection:**
6	Develop an inventory of natural, cultural, and historic resources that will be covered by this plan.
7	Participate in and/or conduct workshops for historical and cultural properties to encourage developmental plans for disaster prevention, preparedness, and recovery.

Supporting: Extension Service/UGA	
Preparedness (Pre-Event) Actions for ESF-11 Agriculture, Natural Resources, and Animal Services	
1	**Natural Disaster and Animals, Animal Industry, and Wildlife:**
2	Participate in drills and exercises to evaluate animal and animal industry response capability.
3	**Animal and Plant Disease and Pests:**
4	Develop local plans and resources to enhance awareness of surveillance for the early detection of animal health emergencies and agro-terrorism.
5	Provide for surveillance of pests which may pose a potential or substantial threat to agriculture, horticulture, the economy, or the public health of the state.

Supporting: Extension Service/UGA	
6	Work with the Georgia Department of Agriculture (GDA) and the Department of Natural Resources (DNR) to provide for the surveillance of foreign animal diseases or an animal disease, syndrome, chemical, poison, or toxin that may pose a substantial threat to the animal industries, aquaculture or seafood industries, the economy, or the public health of the state.
7	Work with GDA and DNR to train first responders, community leaders, and the agriculture industry at the awareness level in agro-security and agro-terrorism.
8	**Resource Protection:**
9	Develop an inventory of natural, cultural, and historic resources that will be covered by this plan.
10	Participate in and/or conduct workshops for historical and cultural properties to encourage developmental plans for disaster prevention, preparedness, and recovery.
Response (During Event) Actions for ESF-11 Agriculture, Natural Resources, and Animal Services	
1	**General Actions:**
2	Support Douglas County EMA/EOC with all available resources.
3	**Natural Disaster and Animals, Animal Industry, and Wildlife:**
4	Assist with the evacuation of animals from risk areas and provide technical assistance to prevent animal injury and disease dissemination. Request additional assistance from state ESF-11 as needed.
5	Coordinate with supporting agencies and Volunteer Agencies Active in Disaster (VOAD) for additional animal emergency sheltering and stabling for both large and small animals.
6	Provide assistance and care for livestock and other animals impacted by the disaster. If this assistance and care cannot be provided locally, request assistance from ESF-11 through the SOC.
7	Request additional personnel and equipment for triage and shelter facilities, when necessary.
8	**Nutrition Assistance and Food Safety:**
9	Coordinate with appropriate law enforcement in events where food supply contamination by chemical or biological agents is suspected or confirmed.
10	Designate individuals to serve as expert points of contact for law enforcement.
11	Identify proper state and federal agencies to contact in the event of suspicious activity contributing to adulterated food supplies.
12	Provide all appropriate agencies with communication, surveillance, and response to an act of agro-terrorism.
13	Provide guidance for immediate local protective actions and reports, and establish communication with GDA and the Department of Human Resources (DHR).
14	**Animal and Plant Diseases and Pests:**
15	Manage and direct animal evacuations from risk areas and provide technical assistance to prevent animal injury and disease dissemination.
16	Coordinate the crisis response and resulting consequences, as well as cooperate with law enforcement officials and the State of Georgia in criminal investigations, if a terrorist act is suspected in connection with an agricultural, animal, or food incident.
17	Request Veterinary Medical Assistance Team (VMAT) assistance through the SOC if needed.

Supporting: Extension Service/UGA	
18	Secure supplies, equipment, personnel, and technical assistance from support agencies/organizations and other resources to respond to incidents requiring animal health emergency management or any act of agro-terrorism that may pose a substantial threat to the state.
19	Support any identified County Agriculture Response Teams (CARTs) and other local emergency response teams with the statewide support network and the State Agriculture Response Teams (GA-SARTs).
20	Support GDA's efforts to quarantine, stop sales, stop movement, and place other restrictions under GDA authority of animals, plants, equipment, and products as necessary to control and eradicate diseases and pests.
21	Work with GDA and other appropriate state agencies to coordinate the collection of samples, ensure proper packaging and handling, and deliver them to designated laboratories for testing.
22	Work with GDA to coordinate the decontamination and/or destruction of animals, plants, cultured aquatic products, food, and their associated facilities as determined as necessary.
23	**Resource Protection:**
24	If criminal activity is suspected, cooperate with the criminal investigation jointly with appropriate state and federal law enforcement agencies.
25	Provide technical assistance to public natural, historic, and cultural properties in damage assessments. Request needed technical assistance and damage assessment support from the state or federal government through the SOC.
26	Request assistance from the state for preservation, scientific/technical, and records and archival management advice and information for stabilization, security, logistics, and contracting for recovery services of damaged natural, historic, or cultural resources pertaining to documentary and archival records and historic documents.
27	Work with the state to reopen public natural, historic, and cultural properties to the public as soon as safely possible.
Recovery (Post Event) Actions for ESF-11 Agriculture, Natural Resources, and Animal Services	
1	**Natural Disaster and Animals, Animal Industry, and Wildlife:**
2	Coordinate with supporting agencies and Volunteer Agencies Active in Disaster (VOAD) for additional animal emergency sheltering and stabling for both large and small animals.
3	Provide assistance and care for livestock and other animals impacted by the disaster. If this assistance and care cannot be provided locally, request assistance from ESF-11 through the SOC.
4	Request additional personnel and equipment for triage and shelter facilities, when necessary.
5	**Animal and Plant Diseases and Pests:**
6	Request Veterinary Medical Assistance Team (VMAT) assistance through the SOC if needed.
7	Support any identified County Agriculture Response Teams (CARTs) and other local emergency response teams with the statewide support network and the State Agriculture Response Teams (GA-SARTs).
8	Support GDA's efforts to quarantine, stop sales, stop movement, and place other restrictions under GDA authority of animals, plants, equipment, and products as necessary to control and eradicate diseases and pests.

Supporting: Extension Service/UGA	
9	Work with GDA and other appropriate state agencies to coordinate the collection of samples, ensure proper packaging and handling, and deliver them to designated laboratories for testing.
10	Work with GDA to coordinate the decontamination and/or destruction of animals, plants, cultured aquatic products, food, and their associated facilities as determined as necessary.
11	**Resource Protection:**
12	Request assistance from the state for preservation, scientific/technical, and records and archival management advice and information for stabilization, security, logistics, and contracting for recovery services of damaged natural, historic, or cultural resources pertaining to documentary and archival records and historic documents.
13	Support the disaster recovery with all available resources.
14	Work with the state to reopen public natural, historic, and cultural properties to the public as soon as safely possible.
Mitigation Actions for ESF-11 Agriculture, Natural Resources, and Animal Services	
1	**Natural Disaster and Animals, Animal Industry, and Wildlife:**
2	Participate in drills and exercises to evaluate animal and animal industry response capability.
3	**Animal and Plant Diseases and Pests:**
4	Develop local plans and resources to enhance awareness of surveillance for the early detection of animal health emergencies and agro-terrorism.
5	Work with GDA and DNR to train first responders, community leaders, and the agriculture industry at the awareness level in agro-security and agro-terrorism.
6	**Resource Protection:**
7	Develop an inventory of natural, cultural, and historic resources that will be covered by this plan.
8	Participate in and/or conduct workshops for historical and cultural properties to encourage developmental plans for disaster prevention, preparedness, and recovery.

IV. Financial Management

ESF-11 is responsible for coordinating with Douglas County Finance to manage expenses relevant to an incident.

During a response, each agency/department funds disaster operations from their current operating budget and are responsible for recording and tracking agency expenditures. If a Federally declared disaster exists, each agency is responsible for seeking reimbursement in accordance with the formulas developed and maintained by the Federal Emergency Management Agency (FEMA) via the FEMA/State Agreement.

Expenditures by support agencies will be documented by those agencies and submitted directly to Douglas County Finance or a designated Finance Service Officer as soon as possible.

V. References and Authorities

References:

1. Developing and Maintaining Emergency Operations Plans: Comprehensive Preparedness Guide (CPG) 101 - September 2021, Version 3.0
2. National Incident Management System, Third Edition - October 2017
3. National Response Framework, Fourth Edition - October 28, 2019

Authorities:

1. Robert T. Stafford Disaster Relief and Emergency Assistance Act, Public Law 93-288, as amended - https://www.fema.gov/sites/default/files/2020-03/stafford-act_2019.pdf
2. Georgia Emergency Management Act of 1981, as amended
3. Douglas County Board of Commissioners - Douglas County, Georgia - Code of Ordinances, Chapter 7.7 - Emergency Management
4. Code of Ordinances of the City of Douglasville, GA - Chapter 30 - Civil Emergencies

A Presidentially declared disaster is generally required for Federal agencies to become involved in disaster response and assistance. The Governor must declare a state of emergency and request a Presidential Disaster Declaration under the Robert T. Stafford Disaster Relief and Emergency Assistance Act, as amended, through the regional FEMA office. This request is evaluated and then forwarded to the national office and then on to the President's desk for approval. A more complete description can be found within the Department of Homeland Security's National Response Framework, Fourth Edition.

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ESF-12 Energy

Coordinating Agency:
Atlanta Gas Light
Austell Natural Gas
Douglas County EMA
Georgia Power
GreyStone Power Corporation

Support Agencies:
Georgia Public Service Commission
Kinder Morgan Pipeline
Plantation Pipe Line Company

I. Purpose and Scope

The emergency support function of Energy involves direction and coordination, operations, and follow-through during an emergency or disaster.

A. Purpose

ESF-12 Energy provides operational guidance to those who are assigned to work in this ESF. This ESF has been established to coordinate and support the response activities of energy and utility organizations in responding to and recovering from fuel shortages, power outages, and capacity shortages which impact or threaten to impact Douglas County citizens and visitors during and after a potential or actual disaster or emergency.

This ESF will:

1. Coordinate providing sufficient fuel supplies to emergency response organizations and areas along evacuation routes.
2. Coordinate the provision of materials, supplies, and personnel for the support of emergency activities being conducted.
3. Maintain communication with utility representatives to determine emergency response and recovery needs.
4. Coordinate with critical facilities within the county to identify emergency shelter power generation status/needs and coordinate with other ESFs with assistance in providing resources for emergency power generation.
5. Maintain lists of energy-centric critical assets and infrastructures and continuously monitor those resources to identify and correct vulnerabilities to energy facilities.
6. Address significant disruptions in energy supplies for any reason, whether caused by physical disruption of energy transmission and distribution systems, unexpected operational failure of such systems, or unusual economic or political events.

B. Scope

This ESF is structured to coordinate the provision of emergency supply and transportation of fuel and the provision of emergency power to support immediate response operations as well as restoring the normal supply of power to normalize community functioning. This ESF will work closely with local and state agencies, energy offices, energy suppliers, and distributors.

The emergency operations necessary for the performance of this function include but are not limited to:

1. Preparedness
    a. Develop and maintain current directories of suppliers of services and products associated with this function.
    b. Establish liaison with support agencies and energy-related organizations.
    c. In coordination with public and private utilities, ensure plans for restoring and repairing damaged energy systems are updated.
    d. In coordination with public and private utilities, establish priorities to repair damaged energy systems and coordinate the provision of temporary, alternate, or interim sources of natural gas supply, petroleum fuels, and electric power.
    e. Promote and assist in developing mutual assistance compacts with the suppliers of all power resources.
    f. Develop energy conservation protocols.
    g. Ensure all ESF-12 personnel integrate National Incident Management System (NIMS) and Incident Command System (ICS) principles in all planning and preparedness initiatives.
2. Response
    a. Analyze affected areas to determine operational priorities and emergency repair procedures with utility field personnel. Provide status of energy resources to the EOC Operations Section as required and, when possible, provide data by county.
    b. In coordination with public and private utilities, prioritize rebuilding processes, if necessary, to restore power to affected areas.
    c. Locate fuel for emergency operations.
    d. Administer, as needed, statutory authorities for energy priorities and allocations.
    e. Apply necessary County resources, to include debris removal, in accordance with established priorities in response to an emergency.
    f. Provide energy emergency information, education, and conservation guidance to the public in coordination with ESF-15 External Affairs.
    g. Coordinate with ESF-1 Transportation for information regarding transport of critical energy supplies.
    h. Plan for and coordinate the security of vital energy supplies with ESF-13 Public Safety and Security.
    i. Maintain continual status of energy systems and restoration progress.

j. Utility repair and restoration activities to include collecting and providing energy damage assessment data to ESF-3 Public Works and Engineering.
k. Recommend energy conservation measures.

3. Recovery
    a. Maintain coordination with all supporting agencies and organizations on operational priorities and emergency repair and restoration.
    b. Continue to provide energy emergency information, education, and conservation guidance to the public in coordination with ESF-15.
    c. Anticipate and plan for arrival of and coordinate with state ESF-12 personnel in the EOC and the Joint Field Office (JFO).
    d. Continue to conduct restoration operations until all services have been restored.
    e. Ensure that ESF-12 team members or their support agencies maintain appropriate records of costs incurred during the event.
4. Mitigation
    a. Anticipate and plan for mitigation measures.
    b. Support requests and directives resulting from the Governor and/or the state concerning mitigation and/or redevelopment activities.
    c. Document matters that may be needed for inclusion in agency or state/federal briefings, situation reports, and action plans.

II. Concept of Operations

A. General

The ESF-12 coordinating agencies will develop and maintain standard operating procedures (SOPs) in cooperation with Douglas County EMA, primary, and support agencies. Periodic training and exercises will be used to enhance capabilities and effectiveness. ESF-12 will work with its support agency counterparts to seek and procure resources, plan, coordinate, and/or direct the use of any requested assets in the event an incident occurs that requires local or State mutual aid assistance.

Throughout the response and recovery periods, ESF-12 agencies will evaluate and analyze information regarding energy incident response needs in addition to developing and updating situational information and status in the impacted area and performing contingency planning to meet anticipated demands and/or needs.

<u>Mitigation/Preparedness Actions</u>

1. Establish liaison support to ensure responsiveness, in conjunction with Douglas County EMA and the private sector.
2. Identify additional resources and assistance teams.
3. Develop emergency response support plans.
4. Prepare damage assessment, repair and restoration procedures, and reporting mechanisms.
5. Recommend actions to conserve energy and conservation guidance.
6. Participate in drills and exercises to evaluate energy response capabilities.

Response/Recovery Actions

1. Determine critical energy supply needs of priority populations (e.g., infants, the elderly, and other persons with access and functional needs).
2. Gather, assess, and share information on energy system damage, as well as estimate repair and restoration time.
3. Activate assistance teams and obtain necessary resources to assist in the recovery.
4. Serve as the focal point for Douglas County EMA and Douglas County EOC in order to protect the health and safety of affected persons.
5. Work with Douglas County EMA to provide public service announcements on energy conservation, mitigation impacts, and restoration forecasts.
6. Coordinate with other affected areas to maximize resources and information exchange.
7. Conduct repair and maintenance operations until all services are restored.
8. Maintain records, expenditures, and document resources utilized during recovery.

B. Direction and Control

Atlanta Gas Light / Austell Natural Gas / Douglas County EMA / Georgia Power / GreyStone Power Corporation are the ESF-12 coordinating agencies. The staff member serving as Coordinator is appointed by and located within Atlanta Gas Light / Austell Natural Gas / Douglas County EMA / Georgia Power / GreyStone Power Corporation. When support is necessary, the Coordinator coordinates all aspects of ESF-12. ESF-12 is compliant with both the National Response Framework (NRF) and NIMS, and, as such, guides the direction and control system adopted by Douglas County EMA. Douglas County EMA functions as the official disaster prevention, protection, mitigation, response, and recovery organization within Atlanta Gas Light / Austell Natural Gas / Douglas County EMA / Georgia Power / GreyStone Power Corporation.

ESF-12 may operate at two levels: 1) Douglas County EOC; and/or 2) field operations.

During emergency activations, all management decisions about energy services are made at Douglas County EOC by the Coordinator. In accordance with mission assignment, each primary and/or support organization assisting in the deployment of ESF-12 will retain administrative control over its own resources and personnel but will remain under the operational control of ESF-12. Mission operational control may be delegated to the field by Douglas County EOC.

C. Organization

1. County
    a. When Douglas County EOC activates, personnel from both primary and support agencies are integrated with Atlanta Gas Light / Austell Natural Gas / Douglas County EMA / Georgia Power / GreyStone Power Corporation staff to provide support.
    b. During an emergency or disaster, ESF-12 falls under the purview of the Infrastructure Support Branch within the Operations Section.
    c. During the response phase, Douglas County EOC evaluates and analyzes information about energy-related requests. ESF-12 also develops and updates

assessments of energy infrastructure status in the impacted area and undertakes contingency planning to meet any anticipated needs.

d. Douglas County EMA develops and maintains this Annex with input from Atlanta Gas Light / Austell Natural Gas / Douglas County EMA / Georgia Power / GreyStone Power Corporation. Atlanta Gas Light / Austell Natural Gas / Douglas County EMA / Georgia Power / GreyStone Power Corporation will also develop and maintain any accompanying appendices, annexes, and standard operating guidelines that govern response actions related to emergencies. Primary and support agencies should likewise develop and maintain their own similar documents for internal use. Such documents must also be NRF, NIMS, ICS, and EOC compliant.

e. Testing of the ESF is outlined in Annex E: Testing, Training, and Exercises / Plan Maintenance.

2. State of Georgia
    a. When the GEMA/HS State Operations Center activates, the Georgia Environmental Finance Authority (GEFA) is the designated lead agency for State energy needs and may provide a liaison to local emergency operations centers to facilitate any resource requests for energy infrastructure needs.
    b. GEMA/HS develops and maintains ESF-12.

D. Alerts and Notifications

1. Atlanta Gas Light / Austell Natural Gas / Douglas County EMA / Georgia Power / GreyStone Power Corporation will notify Douglas County EMA when information comes to their attention that indicates an incident is imminent or developing.
2. ESF-12 will activate or enter standby upon notification by Douglas County EOC. Representatives or designees from Atlanta Gas Light / Austell Natural Gas / Douglas County EMA / Georgia Power / GreyStone Power Corporation will manage incident activities.
3. Once instructions are received to activate or place on standby, Atlanta Gas Light / Austell Natural Gas / Douglas County EMA / Georgia Power / GreyStone Power Corporation will implement notification procedures and mobilize all personnel, facilities, and physical resources likely to be needed.

E. Actions

Any actions carried out are grouped into the phases of emergency management: Preparedness, Response, Recovery, and Mitigation. Each phase requires specific skills and knowledge to accomplish tasks and requires significant cooperation and collaboration between all agencies.

Overall Actions Assigned to All Members *Preparedness (Pre-Event) Actions for ESF-12 Energy*	
1	Attend ESF meetings to ensure planning and coordination functions are carried out to support this ESF.
2	Develop and maintain resource lists to support ESF-12 operations utilizing both public and private sector entities.

Overall Actions Assigned to All Members *Preparedness (Pre-Event) Actions for ESF-12 Energy*	
3	Develop appropriate plans, policies, procedures, mutual aid agreements, and other supporting documentation as needed to facilitate execution of responsibilities to this ESF.
4	Develop emergency response support plans.
5	Ensure that all ESF-12 personnel integrate NIMS and ICS principles in all planning and preparedness initiatives.
6	Establish and maintain contact with the State and adjacent county public works officials.
7	Participate in drills and exercises to evaluate local energy response capabilities and to measure the agency's readiness to support this ESF.

Overall Actions Assigned to All Members *Response (During Event) Actions for ESF-12 Energy*	
1	Activate contracts to support operations, as needed.
2	Document disaster related activities related to this ESF.
3	Document matters that may be needed for inclusion in briefings, situation reports, and action plans.
4	Immediately following an emergency or disaster, assess the overall status of the energy infrastructure within the area of responsibility, determine potential needs and resources, and report status to the ESF-12 Coordinator.
5	Maintain records, expenditures, and document resources utilized during response.
6	Provide additional resources as available to support ESF-12 response and recovery efforts.
7	Provide coordination, information exchange, and documentation as required and appropriate for each incident.

Overall Actions Assigned to All Members *Recovery (Post Event) Actions for ESF-12 Energy*	
1	Document disaster related activities in support of this ESF.
2	Ensure that all ESF-12 team members or their support agencies maintain appropriate records of costs incurred during the event.
3	Maintain records, expenditures, and document resources utilized during recovery.
4	Provide additional resources as available to support ESF-12 response and recovery actions.

Overall Actions Assigned to All Members *Mitigation Actions for ESF-12 Energy*	
1	Develop appropriate plans, policies, procedures, mutual aid agreements, and other supporting documentation as needed to facilitate the execution of responsibilities to this ESF.
2	Develop emergency response support plans.
3	Document matters that may be needed for inclusion in agency or state/federal briefings, situation reports, and action plans.
4	Participate in drills and exercises to evaluate local energy response capabilities and to measure the agency's readiness to support this ESF.

III. Responsibilities

A. ESF Role Aligned to Core Capabilities

The following table lists the response capability that ESF-12 most directly supports, along with the related ESF-12 actions supporting the capability.

Core Capability	ESF-12 Energy
Infrastructure Systems	• Stabilize critical infrastructure functions, minimize health and safety threats, and efficiently restore and revitalize systems and services to include a viable, resilient community. This includes, among other things: ○ Energy network assessment ○ Restoration of energy services

B. Responsibilities

The ESF-12 Coordinators are Atlanta Gas Light / Austell Natural Gas / Douglas County EMA / Georgia Power / GreyStone Power Corporation. Within the Douglas County EOC, the Atlanta Gas Light / Austell Natural Gas / Douglas County EMA / Georgia Power / GreyStone Power Corporation Coordinator serves dual roles as both the Coordinating and Primary Agency Emergency Coordinator for energy.

The following table identifies the responsibilities delegated to each agency/organization within ESF-12. The Coordinating and Primary Agencies' responsibilities are listed first. The Supporting Agencies follow in alphabetical order.

Coordinating: Atlanta Gas Light	
Preparedness (Pre-Event) Actions for ESF-12 Energy	
1	Attend ESF meetings to ensure planning and coordination functions are carried out to support this ESF.
2	Coordinate with each support agency through at least quarterly meetings to ensure planning functions are carried out to support this ESF.
3	Develop and maintain resource lists to support ESF-12 operations utilizing both public and private sector entities.
4	Develop appropriate plans, policies, procedures, mutual aid agreements, and other supporting documentation as needed to facilitate execution of responsibilities to this ESF.
5	Develop emergency response support plans.
6	Develop energy conservation protocols
7	Develop maintenance and protection arrangements for consolidated energy and utility response and recovery.
8	Develop procedures to obtain additional private sector support required.
9	Ensure that all ESF-12 personnel integrate NIMS and ICS principles in all planning and preparedness initiatives.
10	Establish and maintain contact with the State and adjacent county public works officials.
11	Establish liaison support to ensure responsiveness, in conjunction with EMA and the private sector.

Coordinating: Atlanta Gas Light	
12	Establish priorities to repair damaged energy systems and coordinate the provision of temporary, alternate, or interim sources of natural gas supplies, petroleum fuels, and electric power in coordination with public and private utilities.
13	Estimate logistical requirements (personnel, supplies, equipment, facilities, and communications) during the planning process and through exercises.
14	Identify additional resources and assistance teams.
15	Participate in drills and exercises to evaluate local energy response capabilities and to measure the agency's readiness to support this ESF.
16	Prepare damage assessment, repair and restoration procedures, and reporting mechanisms.
17	Recommend actions to conserve energy and conservation guidance.
Response (During Event) Actions for ESF-12 Energy	
1	Activate assistance teams and obtain necessary resources to assist in recovery.
2	Activate contracts to support operations, as needed.
3	Administer, as needed, statutory authorities for energy priorities and allocations.
4	Analyze affected areas to determine operational priorities and emergency repair procedures with utility field personnel. Provide status of energy resources to the EOC Operations Section as required and, when possible, provide data by county.
5	Assess the need for and prioritize the deployment of services based on available resources and critical needs as they relate to your responsibility.
6	Communicate with the EOC regularly during activations and/or provide representation in the EOC if requested.
7	Conduct a needs assessment and prioritize the deployment of services based on available resources and critical needs as they relate to your responsibilities.
8	Conduct repair and maintenance operations until the restoration of all services.
9	Coordinate with ESF-1 Transportation for information regarding transport of critical energy supplies.
10	Coordinate with industry trade groups and associations to obtain needed fuel resources.
11	Coordinate with other affected areas to maximize resources and information exchange.
12	Determine critical energy supply needs of priority populations (e.g., infants, the elderly, and other people with access and functional needs).
13	Document disaster related activities related to this ESF.
14	Document matters that may be needed for inclusion in briefings, situation reports, and action plans.
15	Evaluate the availability, operational condition, and duration of need as well as logistical requirements necessary to obtain critically needed equipment.
16	Gather, assess, and share information on energy system damage, as well as estimated repair and restoration times.
17	Immediately following an emergency or disaster, assess the overall status of the energy infrastructure within the area of responsibility, determine potential needs and resources, and report status to the ESF-12 Coordinator.
18	Locate fuel for emergency operations.
19	Maintain continual status updates about energy systems and restoration progress.
20	Maintain records, expenditures, and document resources utilized during response.

Coordinating: Atlanta Gas Light	
21	Make contact with electric, gas, telephone, water, utilities, and industry coordinating groups serving the emergency area to obtain information about damage and/or assistance needed in their areas of operation.
22	Monitor the procedures followed by individual utilities during a generating capacity shortage on their systems and the procedures followed by all utilities to ensure coordinated statewide action and communication.
23	Oversee the coordination management of resources, facilities, and equipment.
24	Plan for and coordinate security of vital energy supplies with ESF-13 Public Safety and Security.
25	Prepare to support the EOC as needed.
26	Prioritize rebuilding processes, if necessary, to restore power to affected areas in coordination with public and private utilities.
27	Provide additional resources as available to support ESF-12 response and recovery efforts.
28	Provide coordination, information exchange, and documentation as required and appropriate for each incident.
29	Provide status of infrastructure updates to the EOC as needed.
30	Provide utility repair and restoration activities to include collecting and providing energy damage assessment data to ESF-3 Public Works and Engineering.
31	Recommend energy conservation measures.
32	Report the locations of utility infrastructure damage, degree of damage, and other available information to the EOC.
33	Request volunteer agencies and private resources with assets to contribute those assets to the response effort.
34	Serve as the EMA and EOC focal point in order to protect the health and safety of affected persons.
35	Support county and local governments with resources and technical support, as needed.
36	Work with EMA to provide public service announcements on energy conservation, mitigation impacts, and restoration forecasts.
Recovery (Post Event) Actions for ESF-12 Energy	
1	Assemble a list of energy and utility related assets available to support recovery and coordinate this information with the EOC.
2	Communicate with the EOC regularly during activations and/or provide representation in the EOC if requested.
3	Conduct repair and maintenance operations until all services are restored.
4	Continue to conduct restoration operations until all services have been restored.
5	Continue to provide energy emergency information, education, and conservation guidance to the public in coordination with ESF-15.
6	Coordinate with industry trade groups and associations to obtain needed fuel supplies.
7	Coordinate with other affected areas to maximize resources and information exchange.
8	Document disaster related activities in support of this ESF.
9	Ensure that all ESF-12 team members or their support agencies maintain appropriate records of costs incurred during the event.
10	Gather, assess, and share energy system damage as well as provide estimates of repair and restoration time.

Coordinating: Atlanta Gas Light	
11	Maintain coordination with all supporting agencies and organizations on operational priorities and emergency repair and restoration.
12	Maintain records, expenditures, and document resources utilized during recovery.
13	Prepare to support the EOC as needed.
14	Provide additional resources as available to support ESF-12 response and recovery actions.
15	Provide infrastructure status to the EOC as needed.
16	Serve as the focal point for the EMA and EOC in order to protect the health and safety of affected persons.
17	Support county and local governments with resources and technical support, as needed.
18	Coordinate public service announcements about energy conservation, mitigation impacts, and restoration forecasts with EMA.
Mitigation Actions for ESF-12 Energy	
1	Anticipate and plan for mitigation measures.
2	Develop appropriate plans, policies, procedures, mutual aid agreements, and other supporting documentation as needed to facilitate the execution of responsibilities to this ESF.
3	Develop emergency response support plans.
4	Document matters that may be needed for inclusion in agency or state/federal briefings, situation reports, and action plans.
5	Establish liaison support to ensure responsiveness, in conjunction with EMA and the private sector.
6	Participate in drills and exercises to evaluate local energy response capabilities and to measure the agency's readiness to support this ESF.
7	Support requests and directives resulting from the Governor and/or the state concerning mitigation and/or redevelopment activities.

Coordinating: Austell Natural Gas	
Preparedness (Pre-Event) Actions for ESF-12 Energy	
1	Attend ESF meetings to ensure planning and coordination functions are carried out to support this ESF.
2	Coordinate with each support agency through at least quarterly meetings to ensure planning functions are carried out to support this ESF.
3	Develop and maintain resource lists to support ESF-12 operations utilizing both public and private sector entities.
4	Develop appropriate plans, policies, procedures, mutual aid agreements, and other supporting documentation as needed to facilitate execution of responsibilities to this ESF.
5	Develop emergency response support plans.
6	Develop energy conservation protocols
7	Develop maintenance and protection arrangements for consolidated energy and utility response and recovery.
8	Develop procedures to obtain additional private sector support required.
9	Ensure that all ESF-12 personnel integrate NIMS and ICS principles in all planning and preparedness initiatives.
10	Establish and maintain contact with the State and adjacent county public works officials.

Coordinating: Austell Natural Gas	
11	Establish liaison support to ensure responsiveness, in conjunction with EMA and the private sector.
12	Establish priorities to repair damaged energy systems and coordinate the provision of temporary, alternate, or interim sources of natural gas supplies, petroleum fuels, and electric power in coordination with public and private utilities.
13	Estimate logistical requirements (personnel, supplies, equipment, facilities, and communications) during the planning process and through exercises.
14	Identify additional resources and assistance teams.
15	Participate in drills and exercises to evaluate local energy response capabilities and to measure the agency's readiness to support this ESF.
16	Prepare damage assessment, repair and restoration procedures, and reporting mechanisms.
17	Recommend actions to conserve energy and conservation guidance.
Response (During Event) Actions for ESF-12 Energy	
1	Activate assistance teams and obtain necessary resources to assist in recovery.
2	Activate contracts to support operations, as needed.
3	Administer, as needed, statutory authorities for energy priorities and allocations.
4	Analyze affected areas to determine operational priorities and emergency repair procedures with utility field personnel. Provide status of energy resources to the EOC Operations Section as required and, when possible, provide data by county.
5	Assess the need for and prioritize the deployment of services based on available resources and critical needs as they relate to your responsibility.
6	Communicate with the EOC regularly during activations and/or provide representation in the EOC if requested.
7	Conduct a needs assessment and prioritize the deployment of services based on available resources and critical needs as they relate to your responsibilities.
8	Conduct repair and maintenance operations until the restoration of all services.
9	Coordinate with ESF-1 Transportation for information regarding transport of critical energy supplies.
10	Coordinate with industry trade groups and associations to obtain needed fuel resources.
11	Coordinate with other affected areas to maximize resources and information exchange.
12	Determine critical energy supply needs of priority populations (e.g., infants, the elderly, and other people with access and functional needs).
13	Document disaster related activities related to this ESF.
14	Document matters that may be needed for inclusion in briefings, situation reports, and action plans.
15	Evaluate the availability, operational condition, and duration of need as well as logistical requirements necessary to obtain critically needed equipment.
16	Gather, assess, and share information on energy system damage, as well as estimated repair and restoration times.
17	Immediately following an emergency or disaster, assess the overall status of the energy infrastructure within the area of responsibility, determine potential needs and resources, and report status to the ESF-12 Coordinator.
18	Locate fuel for emergency operations.

Coordinating: Austell Natural Gas	
19	Maintain continual status updates about energy systems and restoration progress.
20	Maintain records, expenditures, and document resources utilized during response.
21	Make contact with electric, gas, telephone, water, utilities, and industry coordinating groups serving the emergency area to obtain information about damage and/or assistance needed in their areas of operation.
22	Monitor the procedures followed by individual utilities during a generating capacity shortage on their systems and the procedures followed by all utilities to ensure coordinated statewide action and communication.
23	Oversee the coordination management of resources, facilities, and equipment.
24	Plan for and coordinate security of vital energy supplies with ESF-13 Public Safety and Security.
25	Prepare to support the EOC as needed.
26	Prioritize rebuilding processes, if necessary, to restore power to affected areas in coordination with public and private utilities.
27	Provide additional resources as available to support ESF-12 response and recovery efforts.
28	Provide coordination, information exchange, and documentation as required and appropriate for each incident.
29	Provide status of infrastructure updates to the EOC as needed.
30	Provide utility repair and restoration activities to include collecting and providing energy damage assessment data to ESF-3 Public Works and Engineering.
31	Recommend energy conservation measures.
32	Report the locations of utility infrastructure damage, degree of damage, and other available information to the EOC.
33	Request volunteer agencies and private resources with assets to contribute those assets to the response effort.
34	Serve as the EMA and EOC focal point in order to protect the health and safety of affected persons.
35	Support county and local governments with resources and technical support, as needed.
36	Work with EMA to provide public service announcements on energy conservation, mitigation impacts, and restoration forecasts.
Recovery (Post Event) Actions for ESF-12 Energy	
1	Assemble a list of energy and utility related assets available to support recovery and coordinate this information with the EOC.
2	Communicate with the EOC regularly during activations and/or provide representation in the EOC if requested.
3	Conduct repair and maintenance operations until all services are restored.
4	Continue to conduct restoration operations until all services have been restored.
5	Continue to provide energy emergency information, education, and conservation guidance to the public in coordination with ESF-15.
6	Coordinate with industry trade groups and associations to obtain needed fuel supplies.
7	Coordinate with other affected areas to maximize resources and information exchange.
8	Document disaster related activities in support of this ESF.
9	Ensure that all ESF-12 team members or their support agencies maintain appropriate records of costs incurred during the event.

Coordinating: Austell Natural Gas	
10	Gather, assess, and share energy system damage as well as provide estimates of repair and restoration time.
11	Maintain coordination with all supporting agencies and organizations on operational priorities and emergency repair and restoration.
12	Maintain records, expenditures, and document resources utilized during recovery.
13	Prepare to support the EOC as needed.
14	Provide additional resources as available to support ESF-12 response and recovery actions.
15	Provide infrastructure status to the EOC as needed.
16	Serve as the focal point for the EMA and EOC in order to protect the health and safety of affected persons.
17	Support county and local governments with resources and technical support, as needed.
18	Coordinate public service announcements about energy conservation, mitigation impacts, and restoration forecasts with EMA.
Mitigation Actions for ESF-12 Energy	
1	Anticipate and plan for mitigation measures.
2	Develop appropriate plans, policies, procedures, mutual aid agreements, and other supporting documentation as needed to facilitate the execution of responsibilities to this ESF.
3	Develop emergency response support plans.
4	Document matters that may be needed for inclusion in agency or state/federal briefings, situation reports, and action plans.
5	Establish liaison support to ensure responsiveness, in conjunction with EMA and the private sector.
6	Participate in drills and exercises to evaluate local energy response capabilities and to measure the agency's readiness to support this ESF.
7	Support requests and directives resulting from the Governor and/or the state concerning mitigation and/or redevelopment activities.

Coordinating: Douglas County EMA	
Preparedness (Pre-Event) Actions for ESF-12 Energy	
1	Attend ESF meetings to ensure planning and coordination functions are carried out to support this ESF.
2	Develop and maintain resource lists to support ESF-12 operations utilizing both public and private sector entities.
3	Develop appropriate plans, policies, procedures, mutual aid agreements, and other supporting documentation as needed to facilitate execution of responsibilities to this ESF.
4	Develop emergency response support plans.
5	Develop energy conservation protocols
6	Ensure that all ESF-12 personnel integrate NIMS and ICS principles in all planning and preparedness initiatives.
7	Establish and maintain contact with the State and adjacent county public works officials.
8	Participate in drills and exercises to evaluate local energy response capabilities and to measure the agency's readiness to support this ESF.

Coordinating: Douglas County EMA	
9	Promote and assist in developing mutual assistance compacts with the suppliers of all power resources.
Response (During Event) Actions for ESF-12 Energy	
1	Activate contracts to support operations, as needed.
2	Apply necessary County resources, to include debris removal, in accordance with established priorities in emergency response.
3	Communicate with support partners regularly during EOC activations and/or request representation from support agencies in the EOC as needed.
4	Determine critical energy supply needs of priority populations (e.g., infants, the elderly, and other people with access and functional needs).
5	Document disaster related activities related to this ESF.
6	Document matters that may be needed for inclusion in briefings, situation reports, and action plans.
7	Evaluate the availability, operational condition, and duration of need as well as logistical requirements necessary to obtain critically needed equipment.
8	Immediately following an emergency or disaster, assess the overall status of the energy infrastructure within the area of responsibility, determine potential needs and resources, and report status to the ESF-12 Coordinator.
9	Maintain records, expenditures, and document resources utilized during response.
10	Provide additional resources as available to support ESF-12 response and recovery efforts.
11	Provide coordination, information exchange, and documentation as required and appropriate for each incident.
12	Provide energy emergency information, education, and conservation guidance to the public in coordination with ESF-15 External Affairs.
13	Provide ESF-12 Coordinator with guidance and support required to accomplish assigned tasks.
14	Request volunteer agencies and private resources with assets to contribute those assets to the response effort.
Recovery (Post Event) Actions for ESF-12 Energy	
1	Anticipate and plan for the arrival of State ESF-12 personnel and coordinate their presence in the EOC and Joint Field Office (JFO).
2	Assemble a list of energy and utility related assets available to support recovery and coordinate this information with the EOC.
3	Communicate with support partners regularly during EOC activations and/or request representation from support agencies in the EOC as needed.
4	Document disaster related activities in support of this ESF.
5	Ensure that all ESF-12 team members or their support agencies maintain appropriate records of costs incurred during the event.
6	Maintain records, expenditures, and document resources utilized during recovery.
7	Provide additional resources as available to support ESF-12 response and recovery actions.
8	Provide coordination, information exchange, and documentation as required and appropriate for each incident.
9	Provide ESF-12 Coordinator with guidance and support required to accomplish assigned tasks.

Coordinating: Douglas County EMA	
Mitigation Actions for ESF-12 Energy	
1	Anticipate and plan for mitigation measures.
2	Develop appropriate plans, policies, procedures, mutual aid agreements, and other supporting documentation as needed to facilitate the execution of responsibilities to this ESF.
3	Develop emergency response support plans.
4	Document matters that may be needed for inclusion in agency or state/federal briefings, situation reports, and action plans.
5	Participate in drills and exercises to evaluate local energy response capabilities and to measure the agency's readiness to support this ESF.
6	Support requests and directives resulting from the Governor and/or the state concerning mitigation and/or redevelopment activities.

Coordinating: Georgia Power	
Preparedness (Pre-Event) Actions for ESF-12 Energy	
1	Attend ESF meetings to ensure planning and coordination functions are carried out to support this ESF.
2	Coordinate with each support agency through at least quarterly meetings to ensure planning functions are carried out to support this ESF.
3	Develop and maintain resource lists to support ESF-12 operations utilizing both public and private sector entities.
4	Develop appropriate plans, policies, procedures, mutual aid agreements, and other supporting documentation as needed to facilitate execution of responsibilities to this ESF.
5	Develop emergency response support plans.
6	Develop energy conservation protocols
7	Develop maintenance and protection arrangements for consolidated energy and utility response and recovery.
8	Develop procedures to obtain additional private sector support required.
9	Ensure that all ESF-12 personnel integrate NIMS and ICS principles in all planning and preparedness initiatives.
10	Ensure plans for restoring and repairing damaged energy systems are updated in coordination with public and private utilities.
11	Establish and maintain contact with the State and adjacent county public works officials.
12	Establish liaison support to ensure responsiveness, in conjunction with EMA and the private sector.
13	Establish priorities to repair damaged energy systems and coordinate the provision of temporary, alternate, or interim sources of natural gas supplies, petroleum fuels, and electric power in coordination with public and private utilities.
14	Estimate logistical requirements (personnel, supplies, equipment, facilities, and communications) during the planning process and through exercises.
15	Identify additional resources and assistance teams.
16	Participate in drills and exercises to evaluate local energy response capabilities and to measure the agency's readiness to support this ESF.

Coordinating: Georgia Power	
17	Prepare damage assessment, repair and restoration procedures, and reporting mechanisms.
18	Recommend actions to conserve energy and conservation guidance.
Response (During Event) Actions for ESF-12 Energy	
1	Activate assistance teams and obtain necessary resources to assist in recovery.
2	Activate contracts to support operations, as needed.
3	Administer, as needed, statutory authorities for energy priorities and allocations.
4	Analyze affected areas to determine operational priorities and emergency repair procedures with utility field personnel. Provide status of energy resources to the EOC Operations Section as required and, when possible, provide data by county.
5	Assess the need for and prioritize the deployment of services based on available resources and critical needs as they relate to your responsibility.
6	Communicate with the EOC regularly during activations and/or provide representation in the EOC if requested.
7	Conduct a needs assessment and prioritize the deployment of services based on available resources and critical needs as they relate to your responsibilities.
8	Conduct repair and maintenance operations until the restoration of all services.
9	Coordinate power restoration, as needed.
10	Coordinate the following: • Electric generating capacity • Expected electric peak load • Geographic areas and numbers of customers that are expected to be most severely impacted, if available • Status of major generating unit outages • Expected duration of event • Explanations of utility planned actions and recommendations of agency actions in support of the utilities
11	Coordinate with ESF-1 Transportation for information regarding transport of critical energy supplies.
12	Coordinate with other affected areas to maximize resources and information exchange.
13	Determine critical energy supply needs of priority populations (e.g., infants, the elderly, and other people with access and functional needs).
14	Document disaster related activities related to this ESF.
15	Document matters that may be needed for inclusion in briefings, situation reports, and action plans.
16	Evaluate the availability, operational condition, and duration of need as well as logistical requirements necessary to obtain critically needed equipment.
17	Gather, assess, and share information on energy system damage, as well as estimated repair and restoration times.
18	Immediately following an emergency or disaster, assess the overall status of the energy infrastructure within the area of responsibility, determine potential needs and resources, and report status to the ESF-12 Coordinator.
19	Maintain continual status updates about energy systems and restoration progress.
20	Maintain records, expenditures, and document resources utilized during response.

Coordinating: Georgia Power	
21	Make contact with electric, gas, telephone, water, utilities, and industry coordinating groups serving the emergency area to obtain information about damage and/or assistance needed in their areas of operation.
22	Monitor the procedures followed by individual utilities during a generating capacity shortage on their systems and the procedures followed by all utilities to ensure coordinated statewide action and communication.
23	Oversee the coordination management of resources, facilities, and equipment.
24	Plan for and coordinate security of vital energy supplies with ESF-13 Public Safety and Security.
25	Prepare to support the EOC as needed.
26	Prioritize rebuilding processes, if necessary, to restore power to affected areas in coordination with public and private utilities.
27	Provide additional resources as available to support ESF-12 response and recovery efforts.
28	Provide coordination, information exchange, and documentation as required and appropriate for each incident.
29	Provide status of infrastructure updates to the EOC as needed.
30	Provide utility repair and restoration activities to include collecting and providing energy damage assessment data to ESF-3 Public Works and Engineering.
31	Recommend energy conservation measures.
32	Render downed powerlines safe to be cleared from roadways.
33	Report the locations of utility infrastructure damage, degree of damage, and other available information to the EOC.
34	Request volunteer agencies and private resources with assets to contribute those assets to the response effort.
35	Serve as the EMA and EOC focal point in order to protect the health and safety of affected persons.
36	Support county and local governments with resources and technical support, as needed.
37	Work with EMA to provide public service announcements on energy conservation, mitigation impacts, and restoration forecasts.
Recovery (Post Event) Actions for ESF-12 Energy	
1	Assemble a list of energy and utility related assets available to support recovery and coordinate this information with the EOC.
2	Communicate with the EOC regularly during activations and/or provide representation in the EOC if requested.
3	Conduct repair and maintenance operations until all services are restored.
4	Continue to conduct restoration operations until all services have been restored.
5	Continue to provide energy emergency information, education, and conservation guidance to the public in coordination with ESF-15.
6	Continue to coordinate power restoration, as needed.
7	Coordinate the following: • Electric generating capacity • Expected electric peak load • Geographic areas and numbers of customers that are most severely impacted, if available • Status of major generating unit outages

Coordinating: Georgia Power	
	• Expected duration of event • Explanations of utilities planned actions and recommendations of agency actions
8	Coordinate with other affected areas to maximize resources and information exchange.
9	Document disaster related activities in support of this ESF.
10	Ensure that all ESF-12 team members or their support agencies maintain appropriate records of costs incurred during the event.
11	Gather, assess, and share energy system damage as well as provide estimates of repair and restoration time.
12	Maintain coordination with all supporting agencies and organizations on operational priorities and emergency repair and restoration.
13	Maintain records, expenditures, and document resources utilized during recovery.
14	Prepare to support the EOC as needed.
15	Provide additional resources as available to support ESF-12 response and recovery actions.
16	Provide infrastructure status to the EOC as needed.
17	Render downed powerlines safe to be cleared from roadways.
18	Serve as the focal point for the EMA and EOC in order to protect the health and safety of affected persons.
19	Support county and local governments with resources and technical support, as needed.
20	Coordinate public service announcements about energy conservation, mitigation impacts, and restoration forecasts with EMA.
Mitigation Actions for ESF-12 Energy	
1	Anticipate and plan for mitigation measures.
2	Develop appropriate plans, policies, procedures, mutual aid agreements, and other supporting documentation as needed to facilitate the execution of responsibilities to this ESF.
3	Develop emergency response support plans.
4	Document matters that may be needed for inclusion in agency or state/federal briefings, situation reports, and action plans.
5	Establish liaison support to ensure responsiveness, in conjunction with EMA and the private sector.
6	Participate in drills and exercises to evaluate local energy response capabilities and to measure the agency's readiness to support this ESF.
7	Support requests and directives resulting from the Governor and/or the state concerning mitigation and/or redevelopment activities.

Coordinating: GreyStone Power Corporation	
Preparedness (Pre-Event) Actions for ESF-12 Energy	
1	Attend ESF meetings to ensure planning and coordination functions are carried out to support this ESF.
2	Coordinate with each support agency through at least quarterly meetings to ensure planning functions are carried out to support this ESF.
3	Develop and maintain resource lists to support ESF-12 operations utilizing both public and private sector entities.

Coordinating: GreyStone Power Corporation	
4	Develop appropriate plans, policies, procedures, mutual aid agreements, and other supporting documentation as needed to facilitate execution of responsibilities to this ESF.
5	Develop emergency response support plans.
6	Develop energy conservation protocols
7	Develop maintenance and protection arrangements for consolidated energy and utility response and recovery.
8	Develop procedures to obtain additional private sector support required.
9	Ensure that all ESF-12 personnel integrate NIMS and ICS principles in all planning and preparedness initiatives.
10	Ensure plans for restoring and repairing damaged energy systems are updated in coordination with public and private utilities.
11	Establish and maintain contact with the State and adjacent county public works officials.
12	Establish liaison support to ensure responsiveness, in conjunction with EMA and the private sector.
13	Establish priorities to repair damaged energy systems and coordinate the provision of temporary, alternate, or interim sources of natural gas supplies, petroleum fuels, and electric power in coordination with public and private utilities.
14	Estimate logistical requirements (personnel, supplies, equipment, facilities, and communications) during the planning process and through exercises.
15	Identify additional resources and assistance teams.
16	Participate in drills and exercises to evaluate local energy response capabilities and to measure the agency's readiness to support this ESF.
17	Prepare damage assessment, repair and restoration procedures, and reporting mechanisms.
18	Recommend actions to conserve energy and conservation guidance.
Response (During Event) Actions for ESF-12 Energy	
1	Activate assistance teams and obtain necessary resources to assist in recovery.
2	Activate contracts to support operations, as needed.
3	Administer, as needed, statutory authorities for energy priorities and allocations.
4	Analyze affected areas to determine operational priorities and emergency repair procedures with utility field personnel. Provide status of energy resources to the EOC Operations Section as required and, when possible, provide data by county.
5	Assess the need for and prioritize the deployment of services based on available resources and critical needs as they relate to your responsibility.
6	Communicate with the EOC regularly during activations and/or provide representation in the EOC if requested.
7	Conduct a needs assessment and prioritize the deployment of services based on available resources and critical needs as they relate to your responsibilities.
8	Conduct repair and maintenance operations until the restoration of all services.
9	Coordinate power restoration, as needed.
10	Coordinate the following: • Electric generating capacity • Expected electric peak load

Coordinating: GreyStone Power Corporation	
	• Geographic areas and numbers of customers that are expected to be most severely impacted, if available • Status of major generating unit outages • Expected duration of event • Explanations of utility planned actions and recommendations of agency actions in support of the utilities
11	Coordinate with ESF-1 Transportation for information regarding transport of critical energy supplies.
12	Coordinate with other affected areas to maximize resources and information exchange.
13	Determine critical energy supply needs of priority populations (e.g., infants, the elderly, and other people with access and functional needs).
14	Document disaster related activities related to this ESF.
15	Document matters that may be needed for inclusion in briefings, situation reports, and action plans.
16	Evaluate the availability, operational condition, and duration of need as well as logistical requirements necessary to obtain critically needed equipment.
17	Gather, assess, and share information on energy system damage, as well as estimated repair and restoration times.
18	Immediately following an emergency or disaster, assess the overall status of the energy infrastructure within the area of responsibility, determine potential needs and resources, and report status to the ESF-12 Coordinator.
19	Maintain continual status updates about energy systems and restoration progress.
20	Maintain records, expenditures, and document resources utilized during response.
21	Make contact with electric, gas, telephone, water, utilities, and industry coordinating groups serving the emergency area to obtain information about damage and/or assistance needed in their areas of operation.
22	Monitor the procedures followed by individual utilities during a generating capacity shortage on their systems and the procedures followed by all utilities to ensure coordinated statewide action and communication.
23	Oversee the coordination management of resources, facilities, and equipment.
24	Plan for and coordinate security of vital energy supplies with ESF-13 Public Safety and Security.
25	Prepare to support the EOC as needed.
26	Prioritize rebuilding processes, if necessary, to restore power to affected areas in coordination with public and private utilities.
27	Provide additional resources as available to support ESF-12 response and recovery efforts.
28	Provide coordination, information exchange, and documentation as required and appropriate for each incident.
29	Provide status of infrastructure updates to the EOC as needed.
30	Provide utility repair and restoration activities to include collecting and providing energy damage assessment data to ESF-3 Public Works and Engineering.
31	Recommend energy conservation measures.
32	Render downed powerlines safe to be cleared from roadways.
33	Report the locations of utility infrastructure damage, degree of damage, and other available information to the EOC.

Coordinating: GreyStone Power Corporation	
34	Request volunteer agencies and private resources with assets to contribute those assets to the response effort.
35	Serve as the EMA and EOC focal point in order to protect the health and safety of affected persons.
36	Support county and local governments with resources and technical support, as needed.
37	Work with EMA to provide public service announcements on energy conservation, mitigation impacts, and restoration forecasts.
Recovery (Post Event) Actions for ESF-12 Energy	
1	Assemble a list of energy and utility related assets available to support recovery and coordinate this information with the EOC.
2	Communicate with the EOC regularly during activations and/or provide representation in the EOC if requested.
3	Conduct repair and maintenance operations until all services are restored.
4	Continue to conduct restoration operations until all services have been restored.
5	Continue to provide energy emergency information, education, and conservation guidance to the public in coordination with ESF-15.
6	Continue to coordinate power restoration, as needed.
7	Coordinate the following: • Electric generating capacity • Expected electric peak load • Geographic areas and numbers of customers that are most severely impacted, if available • Status of major generating unit outages • Expected duration of event • Explanations of utilities planned actions and recommendations of agency actions
8	Coordinate with other affected areas to maximize resources and information exchange.
9	Document disaster related activities in support of this ESF.
10	Ensure that all ESF-12 team members or their support agencies maintain appropriate records of costs incurred during the event.
11	Gather, assess, and share energy system damage as well as provide estimates of repair and restoration time.
12	Maintain coordination with all supporting agencies and organizations on operational priorities and emergency repair and restoration.
13	Maintain records, expenditures, and document resources utilized during recovery.
14	Prepare to support the EOC as needed.
15	Provide additional resources as available to support ESF-12 response and recovery actions.
16	Provide infrastructure status to the EOC as needed.
17	Render downed powerlines safe to be cleared from roadways.
18	Serve as the focal point for the EMA and EOC in order to protect the health and safety of affected persons.
19	Support county and local governments with resources and technical support, as needed.
20	Coordinate public service announcements about energy conservation, mitigation impacts, and restoration forecasts with EMA.
Mitigation Actions for ESF-12 Energy	

Coordinating: GreyStone Power Corporation	
1	Anticipate and plan for mitigation measures.
2	Develop appropriate plans, policies, procedures, mutual aid agreements, and other supporting documentation as needed to facilitate the execution of responsibilities to this ESF.
3	Develop emergency response support plans.
4	Document matters that may be needed for inclusion in agency or state/federal briefings, situation reports, and action plans.
5	Establish liaison support to ensure responsiveness, in conjunction with EMA and the private sector.
6	Participate in drills and exercises to evaluate local energy response capabilities and to measure the agency's readiness to support this ESF.
7	Support requests and directives resulting from the Governor and/or the state concerning mitigation and/or redevelopment activities.

Supporting: Kinder Morgan Pipeline	
Preparedness (Pre-Event) Actions for ESF-12 Energy	
1	Attend ESF meetings to ensure planning and coordination functions are carried out to support this ESF.
2	Develop and maintain resource lists to support ESF-12 operations utilizing both public and private sector entities.
3	Develop appropriate plans, policies, procedures, mutual aid agreements, and other supporting documentation as needed to facilitate execution of responsibilities to this ESF.
4	Develop emergency response support plans.
5	Ensure that all ESF-12 personnel integrate NIMS and ICS principles in all planning and preparedness initiatives.
6	Establish and maintain contact with the State and adjacent county public works officials.
7	Establish liaison support to ensure responsiveness, in conjunction with EMA and the private sector.
8	Establish priorities to repair damaged energy systems and coordinate the provision of temporary, alternate, or interim sources of natural gas supplies, petroleum fuels, and electric power in coordination with public and private utilities.
9	Estimate logistical requirements (personnel, supplies, equipment, facilities, and communications) during the planning process and through exercises.
10	Identify additional resources and assistance teams.
11	Participate in drills and exercises to evaluate local energy response capabilities and to measure the agency's readiness to support this ESF.
12	Prepare damage assessment, repair and restoration procedures, and reporting mechanisms.
Response (During Event) Actions for ESF-12 Energy	
1	Activate assistance teams and obtain necessary resources to assist in recovery.
2	Activate contracts to support operations, as needed.
3	Analyze affected areas to determine operational priorities and emergency repair procedures with utility field personnel. Provide status of energy resources to the EOC Operations Section as required and, when possible, provide data by county.

Supporting: Kinder Morgan Pipeline	
4	Conduct repair and maintenance operations until the restoration of all services.
5	Coordinate with industry trade groups and associations to obtain needed fuel resources.
6	Coordinate with other affected areas to maximize resources and information exchange.
7	Document disaster related activities related to this ESF.
8	Document matters that may be needed for inclusion in briefings, situation reports, and action plans.
9	Gather, assess, and share information on energy system damage, as well as estimated repair and restoration times.
10	Immediately following an emergency or disaster, assess the overall status of the energy infrastructure within the area of responsibility, determine potential needs and resources, and report status to the ESF-12 Coordinator.
11	Locate fuel for emergency operations.
12	Maintain continual status updates about energy systems and restoration progress.
13	Maintain records, expenditures, and document resources utilized during response.
14	Plan for and coordinate security of vital energy supplies with ESF-13 Public Safety and Security.
15	Prepare to support the EOC as needed.
16	Prioritize rebuilding processes, if necessary, to restore power to affected areas in coordination with public and private utilities.
17	Provide additional resources as available to support ESF-12 response and recovery efforts.
18	Provide coordination, information exchange, and documentation as required and appropriate for each incident.
19	Provide utility repair and restoration activities to include collecting and providing energy damage assessment data to ESF-3 Public Works and Engineering.
20	Recommend energy conservation measures.
21	Report the locations of utility infrastructure damage, degree of damage, and other available information to the EOC.
Recovery (Post Event) Actions for ESF-12 Energy	
1	Conduct repair and maintenance operations until all services are restored.
2	Continue to conduct restoration operations until all services have been restored.
3	Coordinate with other affected areas to maximize resources and information exchange.
4	Document disaster related activities in support of this ESF.
5	Ensure that all ESF-12 team members or their support agencies maintain appropriate records of costs incurred during the event.
6	Gather, assess, and share energy system damage as well as provide estimates of repair and restoration time.
7	Maintain records, expenditures, and document resources utilized during recovery.
8	Prepare to support the EOC as needed.
9	Provide additional resources as available to support ESF-12 response and recovery actions.
Mitigation Actions for ESF-12 Energy	
1	Develop appropriate plans, policies, procedures, mutual aid agreements, and other supporting documentation as needed to facilitate the execution of responsibilities to this ESF.
2	Develop emergency response support plans.

Supporting: Kinder Morgan Pipeline	
3	Document matters that may be needed for inclusion in agency or state/federal briefings, situation reports, and action plans.
4	Establish liaison support to ensure responsiveness, in conjunction with EMA and the private sector.
5	Participate in drills and exercises to evaluate local energy response capabilities and to measure the agency's readiness to support this ESF.

Supporting: Plantation Pipe Line Company	
Preparedness (Pre-Event) Actions for ESF-12 Energy	
1	Attend ESF meetings to ensure planning and coordination functions are carried out to support this ESF.
2	Develop and maintain resource lists to support ESF-12 operations utilizing both public and private sector entities.
3	Develop appropriate plans, policies, procedures, mutual aid agreements, and other supporting documentation as needed to facilitate execution of responsibilities to this ESF.
4	Ensure that all ESF-12 personnel integrate NIMS and ICS principles in all planning and preparedness initiatives.
5	Establish and maintain contact with the State and adjacent county public works officials.
6	Establish liaison support to ensure responsiveness, in conjunction with EMA and the private sector.
7	Establish priorities to repair damaged energy systems and coordinate the provision of temporary, alternate, or interim sources of natural gas supplies, petroleum fuels, and electric power in coordination with public and private utilities.
8	Estimate logistical requirements (personnel, supplies, equipment, facilities, and communications) during the planning process and through exercises.
9	Identify additional resources and assistance teams.
10	Participate in drills and exercises to evaluate local energy response capabilities and to measure the agency's readiness to support this ESF.
11	Prepare damage assessment, repair and restoration procedures, and reporting mechanisms.
Response (During Event) Actions for ESF-12 Energy	
1	Activate assistance teams and obtain necessary resources to assist in recovery.
2	Activate contracts to support operations, as needed.
3	Analyze affected areas to determine operational priorities and emergency repair procedures with utility field personnel. Provide status of energy resources to the EOC Operations Section as required and, when possible, provide data by county.
4	Conduct repair and maintenance operations until the restoration of all services.
5	Coordinate with industry trade groups and associations to obtain needed fuel resources.
6	Coordinate with other affected areas to maximize resources and information exchange.
7	Document disaster related activities related to this ESF.
8	Document matters that may be needed for inclusion in briefings, situation reports, and action plans.
9	Gather, assess, and share information on energy system damage, as well as estimated repair and restoration times.

Supporting: Plantation Pipe Line Company	
10	Immediately following an emergency or disaster, assess the overall status of the energy infrastructure within the area of responsibility, determine potential needs and resources, and report status to the ESF-12 Coordinator.
11	Locate fuel for emergency operations.
12	Maintain continual status updates about energy systems and restoration progress.
13	Maintain records, expenditures, and document resources utilized during response.
14	Plan for and coordinate security of vital energy supplies with ESF-13 Public Safety and Security.
15	Prepare to support the EOC as needed.
16	Prioritize rebuilding processes, if necessary, to restore power to affected areas in coordination with public and private utilities.
17	Provide additional resources as available to support ESF-12 response and recovery efforts.
18	Provide coordination, information exchange, and documentation as required and appropriate for each incident.
19	Provide utility repair and restoration activities to include collecting and providing energy damage assessment data to ESF-3 Public Works and Engineering.
20	Recommend energy conservation measures.
21	Report the locations of utility infrastructure damage, degree of damage, and other available information to the EOC.
Recovery (Post Event) Actions for ESF-12 Energy	
1	Conduct repair and maintenance operations until all services are restored.
2	Continue to conduct restoration operations until all services have been restored.
3	Coordinate with other affected areas to maximize resources and information exchange.
4	Document disaster related activities in support of this ESF.
5	Ensure that all ESF-12 team members or their support agencies maintain appropriate records of costs incurred during the event.
6	Gather, assess, and share energy system damage as well as provide estimates of repair and restoration time.
7	Maintain records, expenditures, and document resources utilized during recovery.
8	Prepare to support the EOC as needed.
9	Provide additional resources as available to support ESF-12 response and recovery actions.
Mitigation Actions for ESF-12 Energy	
1	Develop appropriate plans, policies, procedures, mutual aid agreements, and other supporting documentation as needed to facilitate the execution of responsibilities to this ESF.
2	Develop emergency response support plans.
3	Document matters that may be needed for inclusion in agency or state/federal briefings, situation reports, and action plans.
4	Establish liaison support to ensure responsiveness, in conjunction with EMA and the private sector.
5	Participate in drills and exercises to evaluate local energy response capabilities and to measure the agency's readiness to support this ESF.

IV. Financial Management

ESF-12 is responsible for coordinating with Douglas County Finance to manage expenses relevant to an incident.

During a response, each agency/department funds disaster operations from their current operating budget and are responsible for recording and tracking agency expenditures. If a Federally declared disaster exists, each agency is responsible for seeking reimbursement in accordance with the formulas developed and maintained by the Federal Emergency Management Agency (FEMA) via the FEMA/State Agreement.

Expenditures by support agencies will be documented by those agencies and submitted directly to Douglas County Finance or a designated Finance Service Officer as soon as possible.

V. References and Authorities

References:

1. Developing and Maintaining Emergency Operations Plans: Comprehensive Preparedness Guide (CPG) 101 - September 2021, Version 3.0
2. National Incident Management System, Third Edition - October 2017
3. National Response Framework, Fourth Edition - October 28, 2019

Authorities:

1. Robert T. Stafford Disaster Relief and Emergency Assistance Act, Public Law 93-288, as amended - https://www.fema.gov/sites/default/files/2020-03/stafford-act_2019.pdf
2. Georgia Emergency Management Act of 1981, as amended
3. Douglas County Board of Commissioners - Douglas County, Georgia - Code of Ordinances, Chapter 7.7 - Emergency Management
4. Code of Ordinances of the City of Douglasville, GA - Chapter 30 - Civil Emergencies

A Presidentially declared disaster is generally required for Federal agencies to become involved in disaster response and assistance. The Governor must declare a state of emergency and request a Presidential Disaster Declaration under the Robert T. Stafford Disaster Relief and Emergency Assistance Act, as amended, through the regional FEMA office. This request is evaluated and then forwarded to the national office and then on to the President's desk for approval. A more complete description can be found within the Department of Homeland Security's National Response Framework, Fourth Edition.

ESF-13 Public Safety and Security

Coordinating Agency:

City of Douglasville Police Department
Douglas County Sheriff's Office

Support Agencies:

Douglas County School System Police Department

I. Purpose and Scope

The emergency support function of public safety and security involves direction and coordination, operations, and follow-through during an emergency or disaster.

A. Purpose

This ESF integrates countywide public safety and security capabilities and resources to support the full range of incident management activities associated with potential or actual disaster or emergencies.

1. Local, private sector, and specific State and Federal authorities have primary responsibility for public safety and security and are typically the first line of response and support in these functional areas.
2. In most incident situations, local jurisdictions have primary authority and responsibility for law enforcement activities, utilizing the Incident Command System (ICS) on-scene. In larger scale incidents, additional resources should first be obtained through the activation of mutual aid agreements with neighboring localities and/or State authorities, with incident operations managed through a Unified Command structure.
3. Through ESF-13 Public Safety and Security, State and/or Federal resources could supplement County and local resources when requested or required, as appropriate, and are integrated into the incident command structure using NIMS principles and protocols.
4. ESF-13 primary agencies facilitate coordination among supporting agencies to ensure that communication and coordination processes are consistent with stated incident management missions and objectives.
5. When activated, ESF-13 coordinates the implementation of authorities that are appropriated for the situation and may provide protection and security resources, planning assistance, technology support, and other technical assistance to support incident operations, consistent with agency authorities and resource availability.

B. Scope

This ESF is structured to oversee public safety to include law enforcement, victim recovery, and deceased identification and mortuary services. The emergency operations necessary for the performance of this function include but are not limited to:

1. Preparedness

   a. ESF-13 capabilities support incident management requirements including force and critical infrastructure protection, security, planning and technical assistance, technology support, and public safety in both pre-incident and post-incident situations.
   b. ESF-13 is generally activated in situations requiring extensive assistance to provide public safety and security and where local government resources are overwhelmed or are inadequate, or in pre-incident or post-incident situations that require protective solutions or capabilities unique to the county.
   c. ESF-13 will procure and regularly update a list of all agencies (public and private) that have the capability to provide law enforcement and security services along with victim recovery and mortuary services.
2. Response
   a. Provide warning and communications in support of the communications and warning plans.
   b. Staff the Emergency Operations Center (EOC) as directed.
   c. Provide security to the EOC.
   d. Secure evacuated areas, including safeguarding critical facilities and controlling entry and exit points to the disaster area as requested.
   e. ESF-13 will coordinate with ESF-5 Emergency Management to request additional resources, if needed.
   f. ESF-13 will activate existing Memorandums of Understanding (MOUs) with appropriate entities.
3. Recovery
   a. Continue those operations necessary to protect people and property.
   b. Assist in the return of evacuees.
   c. Assist with reconstitution of law enforcement agencies as necessary.
   d. Require ESF-13 team members or their agencies maintain appropriate records of cost incurred during the event.
   e. Phase down operations as directed by the EOC.
4. Mitigation
   a. ESF-13 will conduct and/or support community education programs on survival and safety.
   b. Support requests and directives resulting from GEMA/HS and/or other state agencies and federal partners concerning mitigation and/or redevelopment activities.
   c. Document matters that may be needed for inclusion in agency, county, state/federal briefings, situation reports, and action plans.

II. Concept of Operations

A. General

The ESF-13 coordinating agencies will develop and maintain standard operating procedures (SOPs) in cooperation with Douglas County EMA, primary, and support agencies. Periodic training and exercises will be used to enhance capabilities and effectiveness. ESF-13 will work with its support agency counterparts to seek and procure resources, plan, coordinate, and/or direct the use of any requested assets in the event an incident occurs that requires local or State mutual aid assistance.

Throughout the response and recovery periods, ESF-13 agencies will evaluate and analyze information regarding public safety and security response needs in addition to developing and updating situational information and status in the impacted area, and performing contingency planning to meet anticipated demands and/or needs.

Law Enforcement and Security

SOPs will be developed and maintained by City of Douglasville Police Department / Douglas County Sheriff's Office in cooperation with Douglas County EMA. This function will be coordinated with and involve other support agencies and organizations.

1. Mitigation/Preparedness Actions
    a. Analyze hazards and determine law enforcement requirements.
    b. Identify agencies, organizations, and individuals capable of providing support services.
    c. Develop MOUs with adjacent and support law enforcement agencies.
    d. Analyze hazards, critical facilities, determine law enforcement requirements, and develop plans to preposition assets.
    e. Train regular and support personnel in emergency duties.
    f. Develop plans to conduct initial damage assessment.
    g. Establish and maintain liaison with federal, state, and local agencies.
    h. Develop and maintain SOPs and plans, to include alerting lists of personnel and agencies.
    i. Participate in and/or conduct exercises and training to validate this ESF and supporting SOPs.
    j. Ensure all ESF-13 personnel integrate National Incident Management System (NIMS) and ICS principles in all planning and preparedness initiatives.
2. Response/Recovery Actions
    a. Provide warning and communications assistance in support of ESF-2 Communications.
    b. Staff the EOC as directed.
    c. Coordinate security for critical facilities, as needed.
    d. Support evacuation plans with traffic control, communications, area patrols, and security for shelters.
    e. Control entry and exit to the emergency or disaster area.

f. Control vehicle and individual access to restricted areas.
g. Continue operations necessary to protect people and property.
h. Coordinate public information and provide updates for ESF-15 External Affairs.
i. Assist in the return of evacuees.
j. Maintain records of expenditures and document resources utilized during recovery.
k. Resume day-to-day operations.

Victim Recovery Services

SOPs will be developed and maintained by City of Douglasville Police Department / Douglas County Sheriff's Office in cooperation with Douglas County EMA. This function will be coordinated with and involve other support agencies and organizations.

1. Mitigation/Preparedness Actions
    a. This function will be coordinated with and involve other agencies/organizations.
    b. Develop and maintain SOPs and plans, to include alerting lists of personnel and agencies.
    c. Establish and maintain standards for human remains recovery operations.
    d. Establish and maintain human remains recovery support and reporting procedures.
    e. Recruit, train, and certify recovery personnel.
    f. Develop an inventory of resources and establish a record keeping system.
    g. Conduct or participate in exercises to evaluate recovery and response capabilities.
    h. Conduct and/or support community education programs on survival.
2. Response/Recovery Actions
    a. Respond to requests by local EMA; monitor response efforts.
    b. Support requests from neighboring counties and MOU/Emergency Management Assistance Compact (EMAC) agreements.
    c. Maintain records, expenditures, and document resources utilized during response and recovery.

Deceased Identification and Mortuary Services

SOPs will be developed and maintained by City of Douglasville Police Department / Douglas County Sheriff's Office in cooperation with Douglas County EMA. This function will be coordinated with and involve other support agencies and organizations.

1. Mitigation/Preparedness Actions
    a. Develop plans for location, identification, removal, and disposition of the deceased.
    b. Establish a system for collecting and disseminating information regarding victims and have the operational capability to deliver the information in a field environment in coordination with the EOC Public Information Officer (PIO).
    c. Develop protocols and maintain liaison with Disaster Mortuary Operational Response Teams (DMORT).
    d. Identify agencies, organizations, and individuals capable of providing support services for deceased identification including the county coroner.

e. Maintain a description of capabilities and procedures for alert, assembly, and deployment of mortuary assistance assets.
f. Identify public and private agencies and organizations capable of providing support to victims' families.

2. Response/Recovery Actions
    a. Initiate the notification of deceased identification teams.
    b. Retain victim identification records.
    c. Support evacuation plans with traffic control, communications, area patrols, and security for shelters.
    d. Coordinate DMORT teams and services through existing MOUs and EMAC agreements.
    e. Coordinate county assistance for next-of-kin notification.
    f. Maintain records of expenditures and document resources utilized during response and recovery.

B. Direction and Control

City of Douglasville Police Department / Douglas County Sheriff's Office are the ESF-13 coordinating agencies. The staff member serving as Coordinator is appointed by and located within City of Douglasville Police Department / Douglas County Sheriff's Office. When support is necessary, the Coordinator coordinates all aspects of ESF-13. ESF-13 is compliant with both the National Response Framework (NRF) and NIMS, and, as such, guides the direction and control system adopted by Douglas County EMA. Douglas County EMA functions as the official disaster prevention, mitigation, response, and recovery organization within Douglas County.

ESF-13 may operate at two levels: 1) Douglas County EMA; and/or 2) field operations.

During emergency activations, all management decisions about public safety and security are made at the Douglas County EOC by the Coordinator. In accordance with mission assignment, each primary and/or support organization assisting in the deployment of ESF-13 will retain administrative control over its own resources and personnel but will remain under the operational control of ESF-13. Mission operational control may be delegated to the field by Douglas County EOC.

C. Organization

1. County
    a. When Douglas County EOC activates, personnel from both primary and support agencies are integrated with City of Douglasville Police Department / Douglas County Sheriff's Office staff to provide support.
    b. During an emergency or disaster, ESF-13 falls under the purview of the Operations Section.
    c. During the response phase, Douglas County EOC evaluates and analyzes information about public safety and security requests. ESF-13 also develops and updates public safety and security assessments of the impacted area, undertakes

contingency planning, and takes action if other agencies require assistance in obtaining necessary resources.

d. Douglas County EMA develops and maintains this Annex in cooperation with City of Douglasville Police Department / Douglas County Sheriff's Office. City of Douglasville Police Department / Douglas County Sheriff's Office will also develop and maintain any accompanying appendices, annexes, and standard operating guidelines that govern response actions related to emergencies. Primary and support agencies should likewise develop and maintain their own similar documents for internal use. Such documents must also be NRF, NIMS, ICS, and EOP compliant.

e. Testing of the ESF is outlined in Annex E: Testing, Training, and Exercises / Plan Maintenance.

2. State of Georgia

a. When the GEMA/HS State Operations Center activates, the Georgia Department of Public Safety serves as the designated lead agency for State Public Safety and Security support and may provide a liaison to local emergency operations centers to facilitate any requests for public safety and security resource requests.

D. Alerts and Notifications

1. ESF-13 will activate or enter standby upon notification by Douglas County EOC. Representatives or designees from City of Douglasville Police Department / Douglas County Sheriff's Office will manage incident activities.
2. Once instructions are received to activate or place staff on standby, City of Douglasville Police Department / Douglas County Sheriff's Office will implement notification procedures and mobilize all personnel, facilities, and physical resources likely to be needed.

E. Actions

Any actions carried out are grouped into the phases of emergency management: Preparedness, Response, Recovery, and Mitigation. Each phase requires specific skills and knowledge to accomplish tasks and requires significant cooperation and collaboration between all agencies.

Overall Actions Assigned to All Members *Preparedness (Pre-Event) Actions for ESF-13 Public Safety and Security*	
1	Conduct or participate in exercises to evaluate response and recovery capabilities.
2	Develop and inventory of resources and establish a record keeping system.
3	Develop and maintain standard operating procedures and plans, to include alerting lists of personnel and agencies.
4	Develop MOUs with adjacent and support law enforcement agencies.
5	Ensure all ESF-13 personnel integrate NIMS and ICS principles in all planning and preparedness initiatives.
6	Participate in and/or conduct exercises and training to validate this ESF and supporting SOPs.
7	Recruit, train, and certify recovery personnel.
8	Train regular and support personnel in emergency duties.

Overall Actions Assigned to All Members *Response (During Event) Actions for ESF-13 Public Safety and Security*	
1	Assist in return of evacuees.
2	Continue operations necessary to protect people and property.
3	Ensure the presence of resources (human and physical) are in sufficient numbers to support the agency's responsibilities to this ESF.
4	Maintain records of expenditures and document resources used during recovery activities.
5	Provide assistance through the allocation of available resources and personnel as appropriate.
6	Secure evacuated areas, including safeguarding critical facilities, and control entry and exit points to the disaster area as requested.
7	Staff the EOC as directed.
8	Support evacuation plans with traffic control, communications, area patrols, and security for shelters.
9	Support requests from neighboring counties and MOU/EMAC agreements.

Overall Actions Assigned to All Members *Recovery (Post Event) Actions for ESF-13 Public Safety and Security*	
1	Assist in the return of evacuees.
2	Assist with the reconstitution of law enforcement agencies as necessary.
3	Continue operations necessary to protect people and property.
4	Coordinate public information with and provide updates to ESF-15.
5	Maintain records of expenditures and document resources used during recovery activities.
6	Phase down operations as directed by the EOC.
7	Respond to requests by local EMA; monitor response efforts.
8	Resume day-to-day operations.
9	Support evacuation plans with traffic control, communications, area patrols, and security for shelters.
10	Support requests from neighboring counties and MOU/EMAC agreements.

Overall Actions Assigned to All Members *Mitigation Actions for ESF-13 Public Safety and Security*	
1	Conduct and/or support community education programs on survival.
2	Conduct or participate in exercises to evaluate response and recovery capability.
3	Develop MOUs with adjacent and support law enforcement agencies.
4	Document matters that may be needed for inclusion in agency, county, state/federal briefings, situation reports, and action plans.
5	Ensure all ESF-13 personnel integrate NIMS and ICS principles in all planning and preparedness initiatives.
6	Recruit, train, and certify recovery personnel.
7	Train regular and support personnel in emergency duties.

III. Responsibilities

A. ESF Role Aligned to Core Capabilities

The following table lists the response capability that ESF-13 most directly supports, along with the related ESF-13 actions supporting the capability.

Core Capability	ESF-13 Public Safety and Security
On-scene Security, Protection, and Law Enforcement	• Ensure a safe and secure environment through law enforcement and related security and protection operations for people and communities located within affected areas and also for response personnel engaged in lifesaving and life-sustaining operations. This includes, among other things: ○ Provide warnings and communications ○ Conduct area patrols ○ Ensure safety and security ○ Conduct traffic control

B. Responsibilities

The ESF-13 Coordinators are City of Douglasville Police Department / Douglas County Sheriff's Office. Within the Douglas County EOC, the City of Douglasville Police Department / Douglas County Sheriff's Office Coordinators serve dual roles as both the Coordinating and Primary Agency Emergency Coordinator for public safety and security.

The following table identifies the responsibilities delegated to each agency/organization within ESF-13. The Coordinating and Primary Agencies' responsibilities are listed first. The Supporting Agencies follow in alphabetical order.

Coordinating: City of Douglasville Police Department	
Preparedness (Pre-Event) Actions for ESF-13 Public Safety and Security	
1	Analyze hazards and determine law enforcement requirements.
2	Analyze hazards, critical facilities, determine law enforcement requirements, and develop plans to preposition assets.
3	Conduct and/or support community education programs on survival.
4	Conduct or participate in exercises to evaluate response and recovery capabilities.
5	Coordinate with each support agency through at least quarterly meetings to ensure planning functions are carried out to support this ESF.
6	Develop and inventory of resources and establish a record keeping system.
7	Develop and maintain standard operating procedures and plans, to include alerting lists of personnel and agencies.
8	Develop MOUs with adjacent and support law enforcement agencies.
9	Develop plans for location, identification, removal, and disposition of the deceased.
10	Develop plans to conduct initial damage assessment.
11	Develop protocols and maintain liaison with DMORTs.
12	Ensure all ESF-13 personnel integrate NIMS and ICS principles in all planning and preparedness initiatives.

Coordinating: City of Douglasville Police Department	
13	Establish a system for collecting and disseminating information regarding victims and have the operational capability to deliver the information in a field environment in coordination with the EOC PIO.
14	Establish and maintain human remains recovery support and reporting procedures.
15	Establish and maintain liaison with federal, state, and local agencies.
16	Establish and maintain standards for human remains recovery operations.
17	Identify agencies, organizations, and individuals capable of providing support services for deceased identification, including the county coroner.
18	Identify public and private agencies and organizations capable of providing support to victims' families.
19	Maintain a description of capabilities and procedures for alert, assembly, and deployment of mortuary assistance assets.
20	Participate in and/or conduct exercises and training to validate this ESF and supporting SOPs.
21	Provide technical assistance on policy issues.
22	Recruit, train, and certify recovery personnel.
23	Train regular and support personnel in emergency duties.
Response (During Event) Actions for ESF-13 Public Safety and Security	
1	Assist in return of evacuees.
2	Conduct a situational assessment and prioritize response actions.
3	Continue operations necessary to protect people and property.
4	Coordinate DMORT teams and services through existing MOUs and EMAC agreements.
5	Coordinate public information and provide updates for ESF-15.
6	Coordinate security for critical facilities, as needed.
7	Coordinate with other ESFs to consolidate reports and eliminate the duplication of efforts.
8	Ensure the presence of resources (human and physical) are in sufficient numbers to support the agency's responsibilities to this ESF.
9	ESF-13 will activate existing MOUs with appropriate entities, as needed.
10	ESF-13 will coordinate with ESF-5 Emergency Management to request additional resources, if needed.
11	Establish and maintain communications with municipal liaisons to collect and relay pertinent information.
12	Identify agency staff representatives to support this ESF and other operational practices during emergency and disaster operations.
13	Identify and facilitate resolution of area responsibility among supporting agencies.
14	Initiate the notification of deceased identification teams, if needed.
15	Maintain records of expenditures and document resources used during recovery activities.
16	Provide assistance through the allocation of available resources and personnel as appropriate.
17	Provide warning and communications in support of the communications and warning plans.
18	Respond to requests by local EMA; monitor response efforts.
19	Retain victim identification records.
20	Secure evacuated areas, including safeguarding critical facilities, and control entry and exit points to the disaster area as requested.

Coordinating: City of Douglasville Police Department	
21	Serve as the liaison between the EOC and state operations center concerning law enforcement activities.
22	Staff the EOC as directed.
23	Support evacuation plans with traffic control, communications, area patrols, and security for shelters.
24	Support requests from neighboring counties and MOU/EMAC agreements.
Recovery (Post Event) Actions for ESF-13 Public Safety and Security	
1	Assist in the return of evacuees.
2	Assist with the reconstitution of law enforcement agencies as necessary.
3	Continue operations necessary to protect people and property.
4	Coordinate DMORT teams and services through existing MOUs and EMAC agreements.
5	Coordinate public information with and provide updates to ESF-15.
6	Coordinate security for critical facilities, as needed.
7	Coordinate with other ESFs to consolidate reports and eliminate the duplication of efforts.
8	Initiate the notification of deceased identification teams.
9	Maintain records of expenditures and document resources used during recovery activities.
10	Phase down operations as directed by the EOC.
11	Provide warning and communications assistance in support of ESF-2.
12	Respond to requests by local EMA; monitor response efforts.
13	Resume day-to-day operations.
14	Retain victim identification records.
15	Support evacuation plans with traffic control, communications, area patrols, and security for shelters.
16	Support requests from neighboring counties and MOU/EMAC agreements.
Mitigation Actions for ESF-13 Public Safety and Security	
1	Conduct and/or support community education programs on survival.
2	Conduct or participate in exercises to evaluate response and recovery capability.
3	Develop and maintain standard operating procedures and plans, to include alerting lists of personnel and agencies.
4	Develop MOUs with adjacent and support law enforcement agencies.
5	Develop protocols and maintain liaison with DMORT.
6	Document matters that may be needed for inclusion in agency, county, state/federal briefings, situation reports, and action plans.
7	Ensure all ESF-13 personnel integrate NIMS and ICS principles in all planning and preparedness initiatives.
8	Establish and maintain liaison with federal, state, and local agencies.
9	Establish and maintain standards for human remains recovery operations.
10	Recruit, train, and certify recovery personnel.
11	Support requests and directives resulting from GEMA/HS and/or other state agencies and federal partners concerning mitigation and/or redevelopment activities.
12	Train regular and support personnel in emergency duties.

Coordinating: Douglas County Sheriff's Office	
Preparedness (Pre-Event) Actions for ESF-13 Public Safety and Security	
1	Analyze hazards and determine law enforcement requirements.
2	Analyze hazards, critical facilities, determine law enforcement requirements, and develop plans to preposition assets.
3	Conduct and/or support community education programs on survival.
4	Conduct or participate in exercises to evaluate response and recovery capabilities.
5	Coordinate with each support agency through at least quarterly meetings to ensure planning functions are carried out to support this ESF.
6	Develop and inventory of resources and establish a record keeping system.
7	Develop and maintain standard operating procedures and plans, to include alerting lists of personnel and agencies.
8	Develop MOUs with adjacent and support law enforcement agencies.
9	Develop plans for location, identification, removal, and disposition of the deceased.
10	Develop plans to conduct initial damage assessment.
11	Develop protocols and maintain liaison with DMORTs.
12	Ensure all ESF-13 personnel integrate NIMS and ICS principles in all planning and preparedness initiatives.
13	Establish a system for collecting and disseminating information regarding victims and have the operational capability to deliver the information in a field environment in coordination with the EOC PIO.
14	Establish and maintain human remains recovery support and reporting procedures.
15	Establish and maintain liaison with federal, state, and local agencies.
16	Establish and maintain standards for human remains recovery operations.
17	Identify agencies, organizations, and individuals capable of providing support services for deceased identification, including the county coroner.
18	Identify public and private agencies and organizations capable of providing support to victims' families.
19	Maintain a description of capabilities and procedures for alert, assembly, and deployment of mortuary assistance assets.
20	Participate in and/or conduct exercises and training to validate this ESF and supporting SOPs.
21	Provide technical assistance on policy issues.
22	Recruit, train, and certify recovery personnel.
23	Train regular and support personnel in emergency duties.
Response (During Event) Actions for ESF-13 Public Safety and Security	
1	Assist in return of evacuees.
2	Conduct a situational assessment and prioritize response actions.
3	Continue operations necessary to protect people and property.
4	Coordinate DMORT teams and services through existing MOUs and EMAC agreements.
5	Coordinate public information and provide updates for ESF-15.
6	Coordinate security for critical facilities, as needed.
7	Coordinate with other ESFs to consolidate reports and eliminate the duplication of efforts.
8	Ensure the presence of resources (human and physical) are in sufficient numbers to support the agency's responsibilities to this ESF.

Coordinating: Douglas County Sheriff's Office	
9	ESF-13 will activate existing MOUs with appropriate entities, as needed.
10	ESF-13 will coordinate with ESF-5 Emergency Management to request additional resources, if needed.
11	Establish and maintain communications with municipal liaisons to collect and relay pertinent information.
12	Identify agency staff representatives to support this ESF and other operational practices during emergency and disaster operations.
13	Identify and facilitate resolution of area responsibility among supporting agencies.
14	Initiate the notification of deceased identification teams, if needed.
15	Maintain records of expenditures and document resources used during recovery activities.
16	Provide assistance through the allocation of available resources and personnel as appropriate.
17	Provide security to the EOC.
18	Provide warning and communications in support of the communications and warning plans.
19	Respond to requests by local EMA; monitor response efforts.
20	Retain victim identification records.
21	Secure evacuated areas, including safeguarding critical facilities, and control entry and exit points to the disaster area as requested.
22	Serve as the liaison between the EOC and state operations center concerning law enforcement activities.
23	Staff the EOC as directed.
24	Support evacuation plans with traffic control, communications, area patrols, and security for shelters.
25	Support requests from neighboring counties and MOU/EMAC agreements.
Recovery (Post Event) Actions for ESF-13 Public Safety and Security	
1	Assist in the return of evacuees.
2	Assist with the reconstitution of law enforcement agencies as necessary.
3	Continue operations necessary to protect people and property.
4	Coordinate DMORT teams and services through existing MOUs and EMAC agreements.
5	Coordinate public information with and provide updates to ESF-15.
6	Coordinate security for critical facilities, as needed.
7	Coordinate with other ESFs to consolidate reports and eliminate the duplication of efforts.
8	Initiate the notification of deceased identification teams.
9	Maintain records of expenditures and document resources used during recovery activities.
10	Phase down operations as directed by the EOC.
11	Provide warning and communications assistance in support of ESF-2.
12	Respond to requests by local EMA; monitor response efforts.
13	Resume day-to-day operations.
14	Retain victim identification records.
15	Support evacuation plans with traffic control, communications, area patrols, and security for shelters.
16	Support requests from neighboring counties and MOU/EMAC agreements.
Mitigation Actions for ESF-13 Public Safety and Security	
1	Conduct and/or support community education programs on survival.

Coordinating: Douglas County Sheriff's Office	
2	Conduct or participate in exercises to evaluate response and recovery capability.
3	Develop and maintain standard operating procedures and plans, to include alerting lists of personnel and agencies.
4	Develop MOUs with adjacent and support law enforcement agencies.
5	Develop protocols and maintain liaison with DMORT.
6	Document matters that may be needed for inclusion in agency, county, state/federal briefings, situation reports, and action plans.
7	Ensure all ESF-13 personnel integrate NIMS and ICS principles in all planning and preparedness initiatives.
8	Establish and maintain liaison with federal, state, and local agencies.
9	Establish and maintain standards for human remains recovery operations.
10	Recruit, train, and certify recovery personnel.
11	Support requests and directives resulting from GEMA/HS and/or other state agencies and federal partners concerning mitigation and/or redevelopment activities.
12	Train regular and support personnel in emergency duties.

Supporting: Douglas County School System Police Department	
Preparedness (Pre-Event) Actions for ESF-13 Public Safety and Security	
1	Attend ESF meetings to ensure planning and coordination functions are carried out to support this ESF.
2	Conduct or participate in exercises to evaluate response and recovery capabilities.
3	Develop and inventory of resources and establish a record keeping system.
4	Develop and maintain standard operating procedures and plans, to include alerting lists of personnel and agencies.
5	Develop MOUs with adjacent and support law enforcement agencies.
6	Ensure all ESF-13 personnel integrate NIMS and ICS principles in all planning and preparedness initiatives.
7	Participate in and/or conduct exercises and training to validate this ESF and supporting SOPs.
8	Participate in planning functions to provide expertise pertaining to agency roles and responsibilities.
9	Recruit, train, and certify recovery personnel.
10	Train regular and support personnel in emergency duties.
Response (During Event) Actions for ESF-13 Public Safety and Security	
1	Assist in return of evacuees.
2	Continue operations necessary to protect people and property.
3	Ensure the presence of resources (human and physical) are in sufficient numbers to support the agency's responsibilities to this ESF.
4	Identify agency staff representatives to support this ESF and other operational practices during emergency and disaster operations.
5	Maintain records of expenditures and document resources used during recovery activities.
6	Provide assistance through the allocation of available resources and personnel as appropriate.

Supporting: Douglas County School System Police Department	
7	Secure evacuated areas, including safeguarding critical facilities, and control entry and exit points to the disaster area as requested.
8	Staff the EOC as directed.
9	Support evacuation plans with traffic control, communications, area patrols, and security for shelters.
10	Support requests from neighboring counties and MOU/EMAC agreements.
Recovery (Post Event) Actions for ESF-13 Public Safety and Security	
1	Assist in the return of evacuees.
2	Assist with the reconstitution of law enforcement agencies as necessary.
3	Continue operations necessary to protect people and property.
4	Coordinate public information with and provide updates to ESF-15.
5	Maintain records of expenditures and document resources used during recovery activities.
6	Phase down operations as directed by the EOC.
7	Provide warning and communications assistance in support of ESF-2.
8	Respond to requests by local EMA; monitor response efforts.
9	Resume day-to-day operations.
10	Support evacuation plans with traffic control, communications, area patrols, and security for shelters.
11	Support requests from neighboring counties and MOU/EMAC agreements.
Mitigation Actions for ESF-13 Public Safety and Security	
1	Conduct and/or support community education programs on survival.
2	Conduct or participate in exercises to evaluate response and recovery capability.
3	Develop MOUs with adjacent and support law enforcement agencies.
4	Document matters that may be needed for inclusion in agency, county, state/federal briefings, situation reports, and action plans.
5	Ensure all ESF-13 personnel integrate NIMS and ICS principles in all planning and preparedness initiatives.
6	Recruit, train, and certify recovery personnel.
7	Train regular and support personnel in emergency duties.

IV. Financial Management

ESF-13 is responsible for coordinating with Douglas County Finance to manage expenses relevant to an incident.

During a response, each agency/department funds disaster operations from their current operating budget and are responsible for recording and tracking agency expenditures. If a Federally declared disaster exists, each agency is responsible for seeking reimbursement in accordance with the formulas developed and maintained by the Federal Emergency Management Agency (FEMA) via the FEMA/State Agreement.

Expenditures by support agencies will be documented by those agencies and submitted directly to Douglas County Finance or a designated Finance Service Officer as soon as possible.

V. References and Authorities

References:

1. Developing and Maintaining Emergency Operations Plans: Comprehensive Preparedness Guide (CPG) 101 - September 2021, Version 3.0
2. National Incident Management System, Third Edition - October 2017
3. National Response Framework, Fourth Edition - October 28, 2019

Authorities:

1. Robert T. Stafford Disaster Relief and Emergency Assistance Act, Public Law 93-288, as amended - https://www.fema.gov/sites/default/files/2020-03/stafford-act_2019.pdf
2. Georgia Emergency Management Act of 1981, as amended
3. Douglas County Board of Commissioners - Douglas County, Georgia - Code of Ordinances, Chapter 7.7 - Emergency Management
4. Code of Ordinances of the City of Douglasville, GA - Chapter 30 - Civil Emergencies

A Presidentially declared disaster is generally required for Federal agencies to become involved in disaster response and assistance. The Governor must declare a state of emergency and request a Presidential Disaster Declaration under the Robert T. Stafford Disaster Relief and Emergency Assistance Act, as amended, through the regional FEMA office. This request is evaluated and then forwarded to the national office and then on to the President's desk for approval. A more complete description can be found within the Department of Homeland Security's National Response Framework, Fourth Edition.

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ESF-14 Cross-Sector Business and Infrastructure

Coordinating Agency:
Douglas County EMA

Primary Agency:
Douglas County BOC/County Admin/Clerk
Douglas County Communications Department - PIO
Douglas County Development Services - Development Control Division

Support Agencies:
American Red Cross - Greater Atlanta Chapter
City of Douglasville
Cobb & Douglas Public Health
Douglas County Finance
Douglas County Purchasing

I. Purpose and Scope

The emergency support function of cross-sector business and infrastructure involves direction and coordination, operations, and follow-through during an emergency or disaster.

A. Purpose

This ESF integrates countywide cross-sector business and infrastructure capabilities and resources to support the full range of incident management activities associated with potential or actual disasters or emergencies.

1. ESF-14 Cross-Sector Business and Infrastructure recognizes the primacy of affected governments and the private sector in defining and addressing risk reduction and long-term community recovery priorities.
2. Agencies continue to provide recovery assistance under independent authorities to municipal governments, the private sector, and individuals while also coordinating activities and assessments of need for additional assistance through the ESF-14 coordinator.
3. Support is tailored based on the type, extent, and duration of the event and long-term recovery period, and on the availability of state and federal resources.
4. Long-term community recovery and mitigation efforts are forward-looking and market-based, focusing on permanent restoration of infrastructure, housing, and the economy with attention to the mitigation of future impacts of a similar nature, when feasible.
5. The Federal Government uses the post-incident environment as an opportunity to measure the effectiveness of previous community recovery and mitigation efforts.
6. ESF-14 facilitates the application of loss reduction building science expertise to the rebuilding of critical infrastructure (e.g., in repairing hospitals or emergency operations centers) to mitigate for future risk.

B. Scope

This ESF is structured to oversee cross-sector business and infrastructure services. The emergency operations necessary for the performance of this function include, but are not limited to:

1. Preparedness
    a. Develop systems to use predictive modeling to determine vulnerable critical facilities as a basis for identifying recovery activities.
    b. Review County Hazard Mitigation Plan to identify vulnerable facilities.
    c. Analyze and evaluate long-term damage assessment data.
    d. Ensure all ESF-14 personnel integrate National Incident Management System (NIMS) and Incident Command System (ICS) principles in all planning and preparedness initiatives.
2. Response
    a. Use predictive modeling to determine vulnerable critical facilities as a basis for identifying recovery activities.
3. Recovery
    a. Analyze and evaluate long-term damage assessment data.
    b. In coordination with the state government, assign staff to identify and document economic impacts and losses avoided due to previous mitigation and new mitigation priorities in affected areas.
    c. Review the County Hazard Mitigation Plan for affected areas to identify potential mitigation projects.
4. Mitigation
    a. Support requests and directives resulting from the state and/or federal government concerning mitigation and/or redevelopment activities.
    b. Document matters that may be needed for inclusion in agency or state/federal briefings, situation reports, and action plans.

II. Concept of Operations

A. General

The ESF-14 coordinating agency will develop and maintain standard operating procedures (SOPs) in cooperation with Douglas County EMA, primary, and support agencies. Periodic training and exercises will be used to enhance capabilities and effectiveness. ESF-14 will work with its support agency counterparts to seek and procure resources, plan, coordinate, and/or direct the use of any requested assets in the event an incident occurs that requires local or State mutual aid assistance.

Throughout the response and recovery periods, ESF-14 agencies will evaluate and analyze information regarding cross-sector business and infrastructure needs in addition to developing and updating situational information and status in the impacted area and performing contingency planning to meet anticipated demands and/or needs.

Specifically, this ESF will:

1. Assess the social and economic consequences in the impacted area and coordinate efforts to address long-term community recovery issues resulting from a disaster or emergency.
2. Advise on the long-term recovery implications of response activities and coordinate on the transition from response to recovery in field operations.
3. Work with municipal governments, non-governmental organizations, and private sector organizations to conduct comprehensive market disruption and loss analysis and develop a comprehensive long-term recovery plan for the community.
4. Identify appropriate State and Federal programs and agencies to support implementation of the long-term community recovery plan, ensure coordination, and identify gaps in resources available.
5. Determine/identify responsibilities for recovery activities and provide a vehicle to maintain continuity in program delivery among departments and agencies and with municipal governments and other involved parties to ensure follow-through of recovery and hazard mitigation efforts.
6. Develop coordination mechanisms and requirements for post-incident assessments, plans, and activities that can be scaled to incidents of varying types and magnitudes.
7. Establish procedures for integration of pre-incident planning and risk assessment with post-incident recovery and mitigation efforts.
8. Facilitate recovery decision-making across ESFs.
9. Facilitate awareness of post-incident digital mapping and pre-incident County and municipal hazard mitigation and recovery planning across ESFs.

B. Direction and Control

Douglas County EMA is the ESF-14 coordinating agency. The staff member serving as Coordinator is appointed by and located within Douglas County EMA. When support is necessary, the Coordinator coordinates all aspects of ESF-14. ESF-14 is compliant with both the National Response Framework (NRF) and NIMS, and, as such, guides the direction and control system adopted by Douglas County EMA. Douglas County EMA functions as the official disaster prevention, mitigation, response, and recovery organization within Douglas County.

ESF-14 may operate at two levels: 1) Douglas County EOC; and/or 2) field operations.

During emergency activations, all management decisions about cross-sector business and infrastructure are made at the Douglas County EOC by the Coordinator. In accordance with mission assignment, each primary and/or support organization assisting in the deployment of ESF-14 will retain administrative control over its own resources and personnel but will remain under the operational control of ESF-14. Mission operational control may be delegated to the field by Douglas County EOC.

C. Organization

1. County
    a. When Douglas County EOC activates, personnel from both primary and support agencies are integrated with Douglas County EMA staff to provide support.
    b. During an emergency or disaster, ESF-14 falls under the purview of the Planning Section.
    c. During the response phase, Douglas County EOC evaluates and analyzes information about cross-sector business and infrastructure needs. ESF-14 also develops and updates cross-sector business and infrastructure assessments of the impacted area, undertakes contingency planning, and takes action if other agencies require assistance in obtaining necessary resources.
    d. Douglas County EMA develops and maintains this Annex. Douglas County EMA will also develop and maintain any accompanying appendices, annexes, and standard operating guidelines that govern response actions related to emergencies. Primary and support agencies should likewise develop and maintain own similar documents for internal use. Such documents must also be NRF, NIMS, ICS, and EOP compliant.
    e. Testing of the ESF is outline in Annex E: Testing, Training, and Exercises / Plan Maintenance.
2. State of Georgia
    a. When the GEMA/HS State Operations Center activates, GEMA/HS serves as the designated lead agency for State Cross-Sector Business and Infrastructure support and may provide a liaison to local emergency operations centers to facilitate any requests for cross-sector business and infrastructure resource requests.

D. Alerts and Notifications

1. ESF-14 will activate or enter standby upon notification by Douglas County EOC. Representatives or designees from Douglas County EMA will manage incident activities.
2. Once instructions are received to activate or place staff on standby, Douglas County EMA will implement notification procedures and mobilize all personnel, facilities, and physical resources likely to be needed.

E. Actions

Any actions carried out are grouped into the phases of emergency management: preparedness, response, recovery, and mitigation. Each phase requires specific skills and knowledge to accomplish tasks and requires significant cooperation and collaboration between all agencies.

Overall Actions Assigned to All Members *Preparedness (Pre-Event) Actions for ESF-14 Cross-Sector Business and Infrastructure*	
1	Attend regularly scheduled meetings to ensure planning functions are implemented to support this ESF.
2	Develop appropriate plans, procedures, mutual aid agreements, checklists, go-kits, and other supporting documentation as needed to facilitate the execution of the agency's responsibilities to this ESF.

Overall Actions Assigned to All Members *Preparedness (Pre-Event) Actions for ESF-14 Cross-Sector Business and Infrastructure*	
3	Ensure agency staff maintain NIMS compliance and report compliance measurements annually when requested.
4	Ensure the presence of resources (human and physical) is in sufficient numbers to support the Agency's responsibilities to this ESF.
5	Identify agency staff representatives supporting this ESF and other operational practices during emergency and disaster operations.
6	Participate in drills, exercises, and other preparedness events on an annual basis to evaluate readiness to support this ESF. Topics should include business continuity and private sector plan development for natural and man-made disasters.

Overall Actions Assigned to All Members *Response (During Event) Actions for ESF-14 Cross-Sector Business and Infrastructure*	
1	Document disaster related activities related to this ESF.
2	Maintain records of expenditures and document resources used during response and recovery.

Overall Actions Assigned to All Members *Recovery (Post Event) Actions for ESF-14 Cross-Sector Business and Infrastructure*	
1	Coordinate pertinent disaster recovery information with the County Joint Information Center (JIC).
2	Document disaster related activities related to this ESF.
3	Maintain records of expenditures and document resources used during response and recovery.
4	Conduct recovery and restoration tasks in coordination with the EOC/RCC and federal assistance program guidelines.

Overall Actions Assigned to All Members *Mitigation Actions for ESF-14 Cross-Sector Business and Infrastructure*	
1	Coordinate with other ESF Agencies through regularly scheduled ESF meetings to ensure planning functions are carried out to support this ESF.
2	Document matters that may be needed for inclusion in agency or state/federal briefings, situation reports, and action plans.
3	Support requests and directives resulting from the state and/or federal government concerning mitigation and/or redevelopment activities.

III. Responsibilities

A. ESF Role Aligned to Core Capabilities

The following table lists the responsibilities that ESF-14 most directly supports, along with the related ESF-14 actions supporting the capability.

Core Capability	ESF-14 Cross-Sector Business and Infrastructure
Community Resilience	• Enable the recognition, understanding, communication of, and planning for risk and empowering individuals and communities to make informed risk management decisions necessary to adapt to, withstand, and quickly recover from future incidents. This includes, but is not limited to: ○ Business Continuity ○ Operational Coordination ○ Hazard Mitigation
Risk and Disaster Resilience Assessment	• Assess risk and disaster resilience so that decision-makers, responders, and community members can take informed action to reduce their entity's risk and increase their resilience. This includes, but is not limited to: ○ Hazard Mitigation ○ Business Continuity

B. Responsibilities

The ESF-14 Coordinator is Douglas County EMA. Within the Douglas County EOC, the Douglas County EMA Coordinator serves dual roles as both the Coordinating and Primary Agency Emergency Coordinator for Cross-Sector Business and Infrastructure.

The following tables identify the responsibilities delegated to each agency/organization within ESF-14. The Coordinating and Primary Agencies' responsibilities are listed first. The Supporting Agencies follow in alphabetical order.

Coordinating: Douglas County EMA	
Preparedness (Pre-Event) Actions for ESF-14 Cross-Sector Business and Infrastructure	
1	Analyze and evaluate long-term damage assessment data.
2	Attend regularly scheduled meetings to ensure planning functions are implemented to support this ESF.
3	Develop appropriate plans, procedures, mutual aid agreements, checklists, go-kits, and other supporting documentation as needed to facilitate the execution of the agency's responsibilities to this ESF.
4	Ensure agency staff maintain NIMS compliance and report compliance measurements annually when requested.
5	Ensure the presence of resources (human and physical) is in sufficient numbers to support the Agency's responsibilities to this ESF.
6	Identify agency staff representatives supporting this ESF and other operational practices during emergency and disaster operations.
7	Participate in drills, exercises, and other preparedness events on an annual basis to evaluate readiness to support this ESF. Topics should include business continuity and private sector plan development for natural and man-made disasters.
8	Coordinate with each support agency through at least annual meetings to ensure planning functions are carried out to support this ESF.

Coordinating: Douglas County EMA	
9	Coordinate with identified organizations to maintain membership lists of commercial and industrial suppliers of services and products to include points of contact associated with business and industry related functions.
10	Determine which industries may be willing to assist with disaster operations.
11	Develop necessary MOUs and MOAs with identified membership organizations to support disaster response and recovery operations.
12	Develop procedures to obtain private sector support as required.
13	Develop systems to use predictive modeling to determine vulnerable critical facilities as a basis for identifying recovery activities.
14	Ensure all ESF-14 personnel integrate NIMS and ICS principles in all planning and preparedness initiatives.
15	Identify and facilitate resolution of area of responsibility among agencies involved.
16	Review local Hazard Mitigation Plan to identify vulnerable facilities.
Response (During Event) Actions for ESF-14 Cross-Sector Business and Infrastructure	
1	Document disaster related activities related to this ESF.
2	Maintain records of expenditures and document resources used during response and recovery.
3	Facilitate information sharing between government entities and private sector stakeholders.
4	Identify damages and losses and prepare an action plan for recovery activities.
5	Maintain contact with municipal liaisons to collect and relay information.
6	Use predictive modeling to determine vulnerable critical facilities as a basis for identifying recovery activities.
Recovery (Post Event) Actions for ESF-14 Cross-Sector Business and Infrastructure	
1	Coordinate pertinent disaster recovery information with the County Joint Information Center (JIC).
2	Document disaster related activities related to this ESF.
3	Maintain records of expenditures and document resources used during response and recovery.
4	Advise County Commission and government of recovery requirements and procedures.
5	Conduct recovery and restoration tasks in coordination with the EOC/RCC and federal assistance program guidelines.
6	Maintain contact with municipal liaisons to collect and relay information.
7	Operate the EOC and transition from an EOC to a Recovery Support Center.
8	Recommend long-term economic recovery strategies in concert with the Finance Department and other stakeholders.
9	Submit financial packages for reimbursement.
Mitigation Actions for ESF-14 Cross-Sector Business and Infrastructure	
1	Coordinate with other ESF Agencies through regularly scheduled ESF meetings to ensure planning functions are carried out to support this ESF.
2	Document matters that may be needed for inclusion in agency or state/federal briefings, situation reports, and action plans.
3	Support requests and directives resulting from the state and/or federal government concerning mitigation and/or redevelopment activities.

Coordinating: Douglas County EMA	
4	Coordinate with each support agency through at least annual meetings to ensure planning functions are carried out to support this ESF.
5	Review and critique all actions and activities for possible future modifications and updates to county EOC procedures, the EOP, Hazard Mitigation Plan, and the Disaster Recovery Plan.

Primary: Douglas County BOC/County Admin/Clerk	
Preparedness (Pre-Event) Actions for ESF-14 Cross-Sector Business and Infrastructure	
1	Attend regularly scheduled meetings to ensure planning functions are implemented to support this ESF.
2	Develop appropriate plans, procedures, mutual aid agreements, checklists, go-kits, and other supporting documentation as needed to facilitate the execution of the agency's responsibilities to this ESF.
3	Ensure agency staff maintain NIMS compliance and report compliance measurements annually when requested.
4	Ensure the presence of resources (human and physical) is in sufficient numbers to support the Agency's responsibilities to this ESF.
5	Identify agency staff representatives supporting this ESF and other operational practices during emergency and disaster operations.
6	Participate in drills, exercises, and other preparedness events on an annual basis to evaluate readiness to support this ESF. Topics should include business continuity and private sector plan development for natural and man-made disasters.
7	Prepare to support the EOC as necessary.
Response (During Event) Actions for ESF-14 Cross-Sector Business and Infrastructure	
1	Document disaster related activities related to this ESF.
2	Maintain records of expenditures and document resources used during response and recovery.
3	Assist the EOC with developing protection and response priorities for private sector critical lifelines and other economic/business centers.
4	Evaluate the availability, operational condition and duration of need as well as logistical requirements necessary to obtain critically needed equipment.
5	Maintain accounting costs associated with response and recovery from emergencies and disasters.
6	Provide direction on policy issues.
7	Request volunteer agencies and private resources with assets to contribute to the response effort.
8	Reestablish payroll for employees.
Recovery (Post Event) Actions for ESF-14 Cross-Sector Business and Infrastructure	
1	Coordinate pertinent disaster recovery information with the County Joint Information Center (JIC).
2	Document disaster related activities related to this ESF.
3	Maintain records of expenditures and document resources used during response and recovery.
4	Audit all finances throughout the recovery process.

Primary: Douglas County BOC/County Admin/Clerk	
5	Conduct recovery and restoration tasks in coordination with the EOC/RCC and federal assistance program guidelines.
6	Provide direction on policy issues.
7	Reestablish payroll for employees.
8	Submit financial packages for reimbursement.
Mitigation Actions for ESF-14 Cross-Sector Business and Infrastructure	
1	Coordinate with other ESF Agencies through regularly scheduled ESF meetings to ensure planning functions are carried out to support this ESF.
2	Document matters that may be needed for inclusion in agency or state/federal briefings, situation reports, and action plans.
3	Support requests and directives resulting from the state and/or federal government concerning mitigation and/or redevelopment activities.

Primary: Douglas County Communications Department - PIO	
Preparedness (Pre-Event) Actions for ESF-14 Cross-Sector Business and Infrastructure	
1	Attend regularly scheduled meetings to ensure planning functions are implemented to support this ESF.
2	Develop appropriate plans, procedures, mutual aid agreements, checklists, go-kits, and other supporting documentation as needed to facilitate the execution of the agency's responsibilities to this ESF.
3	Ensure agency staff maintain NIMS compliance and report compliance measurements annually when requested.
4	Ensure the presence of resources (human and physical) is in sufficient numbers to support the Agency's responsibilities to this ESF.
5	Identify agency staff representatives supporting this ESF and other operational practices during emergency and disaster operations.
6	Participate in drills, exercises, and other preparedness events on an annual basis to evaluate readiness to support this ESF. Topics should include business continuity and private sector plan development for natural and man-made disasters.
7	Determine which industries may be willing to assist with disaster operations.
8	Develop necessary MOUs and MOAs with identified membership organizations to support disaster response and recovery operations.
9	Develop procedures to obtain private sector support as required.
10	Develop strategies in coordination with EMA to incorporate private sector/businesses into ESF-14.
11	Inform businesses of re-entry procedures. Encourage registration for re-entry permits through GEMA/HS.
12	Participate in drills and exercises to evaluate local communications capability.
13	Prepare to support the EOC as necessary.
Response (During Event) Actions for ESF-14 Cross-Sector Business and Infrastructure	
1	Document disaster related activities related to this ESF.
2	Maintain records of expenditures and document resources used during response and recovery.

Primary: Douglas County Communications Department - PIO	
3	Amplify emergency response messaging and communicate risk/vulnerability to business and industry stakeholders.
4	Conduct a needs assessment and prioritize the deployment of services based on available resources and critical needs as they relate to your responsibility.
5	Evaluate the availability, operational condition and duration of need as well as logistical requirements necessary to obtain critically needed equipment.
6	Facilitate information sharing between government entities and private sector stakeholders.
7	Maintain contact with municipal liaisons to collect and relay information.
8	Request volunteer agencies and private resources with assets to contribute to the response effort.
Recovery (Post Event) Actions for ESF-14 Cross-Sector Business and Infrastructure	
1	Coordinate pertinent disaster recovery information with the County Joint Information Center (JIC).
2	Document disaster related activities related to this ESF.
3	Maintain records of expenditures and document resources used during response and recovery.
4	Amplify recovery messaging and communicate recovery resources (e.g., Small Business Administration (SBA)) to business and industry stakeholders.
5	Communicate recovery information to the business community.
6	Conduct recovery and restoration tasks in coordination with the EOC/RCC and federal assistance program guidelines.
7	Submit financial packages for reimbursement.
Mitigation Actions for ESF-14 Cross-Sector Business and Infrastructure	
1	Coordinate with other ESF Agencies through regularly scheduled ESF meetings to ensure planning functions are carried out to support this ESF.
2	Document matters that may be needed for inclusion in agency or state/federal briefings, situation reports, and action plans.
3	Support requests and directives resulting from the state and/or federal government concerning mitigation and/or redevelopment activities.

Primary: Douglas County Development Services - Development Control Division	
Preparedness (Pre-Event) Actions for ESF-14 Cross-Sector Business and Infrastructure	
1	Analyze and evaluate long-term damage assessment data.
2	Attend regularly scheduled meetings to ensure planning functions are implemented to support this ESF.
3	Develop appropriate plans, procedures, mutual aid agreements, checklists, go-kits, and other supporting documentation as needed to facilitate the execution of the agency's responsibilities to this ESF.
4	Ensure agency staff maintain NIMS compliance and report compliance measurements annually when requested.
5	Ensure the presence of resources (human and physical) is in sufficient numbers to support the Agency's responsibilities to this ESF.

Primary: Douglas County Development Services - Development Control Division	
6	Identify agency staff representatives supporting this ESF and other operational practices during emergency and disaster operations.
7	Participate in drills, exercises, and other preparedness events on an annual basis to evaluate readiness to support this ESF. Topics should include business continuity and private sector plan development for natural and man-made disasters.
8	Coordinate with identified organizations to maintain membership lists of commercial and industrial suppliers of services and products to include points of contact associated with business and industry related functions.
9	Determine which industries may be willing to assist with disaster operations.
10	Develop necessary MOUs and MOAs with identified membership organizations to support disaster response and recovery operations.
11	Develop procedures to obtain private sector support as required.
12	Develop strategies in coordination with EMA to incorporate private sector/businesses into ESF-14.
13	Inform businesses of re-entry procedures. Encourage registration for re-entry permits through GEMA/HS.
14	Prepare to support the EOC as necessary.
Response (During Event) Actions for ESF-14 Cross-Sector Business and Infrastructure	
1	Document disaster related activities related to this ESF.
2	Maintain records of expenditures and document resources used during response and recovery.
3	Assist the EOC with developing protection and response priorities for private sector critical lifelines and other economic/business centers.
4	Conduct a needs assessment and prioritize the deployment of services based on available resources and critical needs as they relate to your responsibility.
5	Coordinate with business communities needing assistance, as well as through that can donate support and how to receive support.
6	Evaluate the availability, operational condition and duration of need as well as logistical requirements necessary to obtain critically needed equipment.
7	Identify damages and losses and prepare an action plan for recovery activities.
8	Request volunteer agencies and private resources with assets to contribute to the response effort.
Recovery (Post Event) Actions for ESF-14 Cross-Sector Business and Infrastructure	
1	Coordinate pertinent disaster recovery information with the County Joint Information Center (JIC).
2	Document disaster related activities related to this ESF.
3	Maintain records of expenditures and document resources used during response and recovery.
4	Amplify recovery messaging and communicate recovery resources (e.g., Small Business Administration (SBA)) to business and industry stakeholders.
5	Assist the EOC with gathering damage assessment information for private sector organizations.

Primary: Douglas County Development Services - Development Control Division	
6	Assist the EOC with restoration and recovery priorities and plans for private sector critical lifelines and other economic and business sectors.
7	Communicate recovery information to the business community.
8	Conduct recovery and restoration tasks in coordination with the EOC/RCC and federal assistance program guidelines.
9	Coordinate with business communities needing assistance, as well as those that can donate support and how to receive support.
10	Recommend long-term economic recovery strategies in concert with DCEMA.
11	Recommend long-term economic recovery strategies in concert with the Finance Department and other stakeholders.
12	Submit financial packages for reimbursement.
Mitigation Actions for ESF-14 Cross-Sector Business and Infrastructure	
1	Coordinate with other ESF Agencies through regularly scheduled ESF meetings to ensure planning functions are carried out to support this ESF.
2	Document matters that may be needed for inclusion in agency or state/federal briefings, situation reports, and action plans.
3	Support requests and directives resulting from the state and/or federal government concerning mitigation and/or redevelopment activities.

Supporting: American Red Cross - Greater Atlanta Chapter	
Preparedness (Pre-Event) Actions for ESF-14 Cross-Sector Business and Infrastructure	
1	Attend regularly scheduled meetings to ensure planning functions are implemented to support this ESF.
2	Develop appropriate plans, procedures, mutual aid agreements, checklists, go-kits, and other supporting documentation as needed to facilitate the execution of the agency's responsibilities to this ESF.
3	Ensure agency staff maintain NIMS compliance and report compliance measurements annually when requested.
4	Ensure the presence of resources (human and physical) is in sufficient numbers to support the Agency's responsibilities to this ESF.
5	Identify agency staff representatives supporting this ESF and other operational practices during emergency and disaster operations.
6	Participate in drills, exercises, and other preparedness events on an annual basis to evaluate readiness to support this ESF. Topics should include business continuity and private sector plan development for natural and man-made disasters.
7	Coordinate with identified organizations to maintain membership lists of commercial and industrial suppliers of services and products to include points of contact associated with business and industry related functions.
8	Determine which industries may be willing to assist with disaster operations.
9	Develop necessary MOUs and MOAs with identified membership organizations to support disaster response and recovery operations.
10	Develop procedures to obtain private sector support as required.

Supporting: American Red Cross - Greater Atlanta Chapter	
11	Develop strategies in coordination with EMA to incorporate private sector/businesses into ESF-14.
12	Prepare to support the EOC as necessary.
Response (During Event) Actions for ESF-14 Cross-Sector Business and Infrastructure	
1	Document disaster related activities related to this ESF.
2	Maintain records of expenditures and document resources used during response and recovery.
3	Assist with facilitation of in-kind and monetary donations for businesses.
4	Conduct a needs assessment and prioritize the deployment of services based on available resources and critical needs as they relate to your responsibility.
5	Evaluate the availability, operational condition and duration of need as well as logistical requirements necessary to obtain critically needed equipment.
6	Identify damages and losses and prepare an action plan for recovery activities.
7	Request volunteer agencies and private resources with assets to contribute to the response effort.
Recovery (Post Event) Actions for ESF-14 Cross-Sector Business and Infrastructure	
1	Coordinate pertinent disaster recovery information with the County Joint Information Center (JIC).
2	Document disaster related activities related to this ESF.
3	Maintain records of expenditures and document resources used during response and recovery.
4	Assist the EOC with gathering damage assessment information for private sector organizations.
5	Assist the EOC with restoration and recovery priorities and plans for private sector critical lifelines and other economic and business sectors.
6	Conduct recovery and restoration tasks in coordination with the EOC/RCC and federal assistance program guidelines.
7	Coordinate with business communities needing assistance, as well as those that can donate support and how to receive support.
8	Submit financial packages for reimbursement.
Mitigation Actions for ESF-14 Cross-Sector Business and Infrastructure	
1	Coordinate with other ESF Agencies through regularly scheduled ESF meetings to ensure planning functions are carried out to support this ESF.
2	Document matters that may be needed for inclusion in agency or state/federal briefings, situation reports, and action plans.
3	Support requests and directives resulting from the state and/or federal government concerning mitigation and/or redevelopment activities.

Supporting: City of Douglasville	
Preparedness (Pre-Event) Actions for ESF-14 Cross-Sector Business and Infrastructure	
1	Attend regularly scheduled meetings to ensure planning functions are implemented to support this ESF.

Supporting: City of Douglasville	
2	Develop appropriate plans, procedures, mutual aid agreements, checklists, go-kits, and other supporting documentation as needed to facilitate the execution of the agency's responsibilities to this ESF.
3	Ensure agency staff maintain NIMS compliance and report compliance measurements annually when requested.
4	Ensure the presence of resources (human and physical) is in sufficient numbers to support the Agency's responsibilities to this ESF.
5	Identify agency staff representatives supporting this ESF and other operational practices during emergency and disaster operations.
6	Participate in drills, exercises, and other preparedness events on an annual basis to evaluate readiness to support this ESF. Topics should include business continuity and private sector plan development for natural and man-made disasters.
7	Coordinate with identified organizations to maintain membership lists of commercial and industrial suppliers of services and products to include points of contact associated with business and industry related functions.
8	Determine which industries may be willing to assist with disaster operations.
9	Develop necessary MOUs and MOAs with identified membership organizations to support disaster response and recovery operations.
10	Develop procedures to obtain private sector support as required.
11	Develop strategies in coordination with EMA to incorporate private sector/businesses into ESF-14.
12	Inform businesses of re-entry procedures. Encourage registration for re-entry permits through GEMA/HS.
13	Prepare to support the EOC as necessary.
Response (During Event) Actions for ESF-14 Cross-Sector Business and Infrastructure	
1	Document disaster related activities related to this ESF.
2	Maintain records of expenditures and document resources used during response and recovery.
3	Assist the EOC with developing protection and response priorities for private sector critical lifelines and other economic/business centers.
4	Conduct a needs assessment and prioritize the deployment of services based on available resources and critical needs as they relate to your responsibility.
5	Coordinate with business communities needing assistance, as well as through that can donate support and how to receive support.
6	Evaluate the availability, operational condition and duration of need as well as logistical requirements necessary to obtain critically needed equipment.
7	Identify damages and losses and prepare an action plan for recovery activities.
8	Request volunteer agencies and private resources with assets to contribute to the response effort.
Recovery (Post Event) Actions for ESF-14 Cross-Sector Business and Infrastructure	
1	Coordinate pertinent disaster recovery information with the County Joint Information Center (JIC).
2	Document disaster related activities related to this ESF.
3	Maintain records of expenditures and document resources used during response and recovery.

Supporting: City of Douglasville	
4	Amplify recovery messaging and communicate recovery resources (e.g., Small Business Administration (SBA)) to business and industry stakeholders.
5	Assist the EOC with gathering damage assessment information for private sector organizations.
6	Assist the EOC with restoration and recovery priorities and plans for private sector critical lifelines and other economic and business sectors.
7	Communicate recovery information to the business community.
8	Conduct recovery and restoration tasks in coordination with the EOC/RCC and federal assistance program guidelines.
9	Coordinate with business communities needing assistance, as well as those that can donate support and how to receive support.
10	Recommend long-term economic recovery strategies in concert with DCEMA.
11	Recommend long-term economic recovery strategies in concert with the Finance Department and other stakeholders.
12	Submit financial packages for reimbursement.
Mitigation Actions for ESF-14 Cross-Sector Business and Infrastructure	
1	Coordinate with other ESF Agencies through regularly scheduled ESF meetings to ensure planning functions are carried out to support this ESF.
2	Document matters that may be needed for inclusion in agency or state/federal briefings, situation reports, and action plans.
3	Support requests and directives resulting from the state and/or federal government concerning mitigation and/or redevelopment activities.

Supporting: Cobb & Douglas Public Health	
Preparedness (Pre-Event) Actions for ESF-14 Cross-Sector Business and Infrastructure	
1	Attend regularly scheduled meetings to ensure planning functions are implemented to support this ESF.
2	Develop appropriate plans, procedures, mutual aid agreements, checklists, go-kits, and other supporting documentation as needed to facilitate the execution of the agency's responsibilities to this ESF.
3	Ensure agency staff maintain NIMS compliance and report compliance measurements annually when requested.
4	Ensure the presence of resources (human and physical) is in sufficient numbers to support the Agency's responsibilities to this ESF.
5	Identify agency staff representatives supporting this ESF and other operational practices during emergency and disaster operations.
6	Participate in drills, exercises, and other preparedness events on an annual basis to evaluate readiness to support this ESF. Topics should include business continuity and private sector plan development for natural and man-made disasters.
7	Determine which industries may be willing to assist with disaster operations.
8	Develop necessary MOUs and MOAs with identified membership organizations to support disaster response and recovery operations.
9	Develop procedures to obtain private sector support as required.

Supporting: Cobb & Douglas Public Health	
10	Develop strategies in coordination with EMA to incorporate private sector/businesses into ESF-14.
11	Prepare to support the EOC as necessary.
Response (During Event) Actions for ESF-14 Cross-Sector Business and Infrastructure	
1	Document disaster related activities related to this ESF.
2	Maintain records of expenditures and document resources used during response and recovery.
3	Conduct a needs assessment and prioritize the deployment of services based on available resources and critical needs as they relate to your responsibility.
4	Evaluate the availability, operational condition and duration of need as well as logistical requirements necessary to obtain critically needed equipment.
5	Identify damages and losses and prepare an action plan for recovery activities.
6	Request volunteer agencies and private resources with assets to contribute to the response effort.
Recovery (Post Event) Actions for ESF-14 Cross-Sector Business and Infrastructure	
1	Coordinate pertinent disaster recovery information with the County Joint Information Center (JIC).
2	Document disaster related activities related to this ESF.
3	Maintain records of expenditures and document resources used during response and recovery.
4	Assist the EOC with gathering damage assessment information for private sector organizations.
5	Assist the EOC with restoration and recovery priorities and plans for private sector critical lifelines and other economic and business sectors.
6	Conduct recovery and restoration tasks in coordination with the EOC/RCC and federal assistance program guidelines.
7	Coordinate with business communities needing assistance, as well as those that can donate support and how to receive support.
8	Submit financial packages for reimbursement.
Mitigation Actions for ESF-14 Cross-Sector Business and Infrastructure	
1	Coordinate with other ESF Agencies through regularly scheduled ESF meetings to ensure planning functions are carried out to support this ESF.
2	Document matters that may be needed for inclusion in agency or state/federal briefings, situation reports, and action plans.
3	Support requests and directives resulting from the state and/or federal government concerning mitigation and/or redevelopment activities.

Supporting: Douglas County Finance	
Preparedness (Pre-Event) Actions for ESF-14 Cross-Sector Business and Infrastructure	
1	Attend regularly scheduled meetings to ensure planning functions are implemented to support this ESF.
2	Develop appropriate plans, procedures, mutual aid agreements, checklists, go-kits, and other supporting documentation as needed to facilitate the execution of the agency's responsibilities to this ESF.

Supporting: Douglas County Finance	
3	Ensure agency staff maintain NIMS compliance and report compliance measurements annually when requested.
4	Ensure the presence of resources (human and physical) is in sufficient numbers to support the Agency's responsibilities to this ESF.
5	Identify agency staff representatives supporting this ESF and other operational practices during emergency and disaster operations.
6	Participate in drills, exercises, and other preparedness events on an annual basis to evaluate readiness to support this ESF. Topics should include business continuity and private sector plan development for natural and man-made disasters.
7	Prepare to support the EOC as necessary.
Response (During Event) Actions for ESF-14 Cross-Sector Business and Infrastructure	
1	Document disaster related activities related to this ESF.
2	Maintain records of expenditures and document resources used during response and recovery.
3	Assist with facilitation of in-kind and monetary donations for businesses.
4	Audit all finances throughout the recovery process.
5	Evaluate the availability, operational condition and duration of need as well as logistical requirements necessary to obtain critically needed equipment.
6	Identify damages and losses and prepare an action plan for recovery activities.
7	Maintain accounting costs associated with response and recovery from emergencies and disasters.
8	Reestablish payroll for employees.
Recovery (Post Event) Actions for ESF-14 Cross-Sector Business and Infrastructure	
1	Coordinate pertinent disaster recovery information with the County Joint Information Center (JIC).
2	Document disaster related activities related to this ESF.
3	Maintain records of expenditures and document resources used during response and recovery.
4	Audit all finances throughout the recovery process.
5	Conduct recovery and restoration tasks in coordination with the EOC/RCC and federal assistance program guidelines.
6	Maintain accounting costs associated with response and recovery from emergencies and disasters.
7	Recommend long-term economic recovery strategies in concert with DCEMA.
8	Reestablish payroll for employees.
Mitigation Actions for ESF-14 Cross-Sector Business and Infrastructure	
1	Coordinate with other ESF Agencies through regularly scheduled ESF meetings to ensure planning functions are carried out to support this ESF.
2	Document matters that may be needed for inclusion in agency or state/federal briefings, situation reports, and action plans.
3	Support requests and directives resulting from the state and/or federal government concerning mitigation and/or redevelopment activities.

Supporting: Douglas County Purchasing	
Preparedness (Pre-Event) Actions for ESF-14 Cross-Sector Business and Infrastructure	
1	Attend regularly scheduled meetings to ensure planning functions are implemented to support this ESF.
2	Develop appropriate plans, procedures, mutual aid agreements, checklists, go-kits, and other supporting documentation as needed to facilitate the execution of the agency's responsibilities to this ESF.
3	Ensure agency staff maintain NIMS compliance and report compliance measurements annually when requested.
4	Ensure the presence of resources (human and physical) is in sufficient numbers to support the Agency's responsibilities to this ESF.
5	Identify agency staff representatives supporting this ESF and other operational practices during emergency and disaster operations.
6	Participate in drills, exercises, and other preparedness events on an annual basis to evaluate readiness to support this ESF. Topics should include business continuity and private sector plan development for natural and man-made disasters.
7	Prepare to support the EOC as necessary.
Response (During Event) Actions for ESF-14 Cross-Sector Business and Infrastructure	
1	Document disaster related activities related to this ESF.
2	Maintain records of expenditures and document resources used during response and recovery.
3	Evaluate the availability, operational condition and duration of need as well as logistical requirements necessary to obtain critically needed equipment.
4	Identify damages and losses and prepare an action plan for recovery activities.
5	Maintain accounting costs associated with response and recovery from emergencies and disasters.
Recovery (Post Event) Actions for ESF-14 Cross-Sector Business and Infrastructure	
1	Coordinate pertinent disaster recovery information with the County Joint Information Center (JIC).
2	Document disaster related activities related to this ESF.
3	Maintain records of expenditures and document resources used during response and recovery.
4	Conduct recovery and restoration tasks in coordination with the EOC/RCC and federal assistance program guidelines.
5	Maintain accounting costs associated with response and recovery from emergencies and disasters.
6	Recommend long-term economic recovery strategies in concert with DCEMA.
Mitigation Actions for ESF-14 Cross-Sector Business and Infrastructure	
1	Coordinate with other ESF Agencies through regularly scheduled ESF meetings to ensure planning functions are carried out to support this ESF.
2	Document matters that may be needed for inclusion in agency or state/federal briefings, situation reports, and action plans.
3	Support requests and directives resulting from the state and/or federal government concerning mitigation and/or redevelopment activities.

IV. Financial Management

ESF-14 is responsible for coordinating with Douglas County Finance to manage expenses relevant to an incident.

During a response, each agency/department funds disaster operations from their current operating budget and are responsible for recording and tracking agency expenditures. If a Federally declared disaster exists, each agency is responsible for seeking reimbursement in accordance with the formulas developed and maintained by the Federal Emergency Management Agency (FEMA) via the FEMA/State Agreement.

Expenditures by support agencies will be documented by those agencies and submitted directly to Douglas County Finance or a designated Finance Service Officer as soon as possible.

V. References and Authorities

References:

1. Developing and Maintaining Emergency Operations Plans: Comprehensive Preparedness Guide (CPG) 101 - September 2021, Version 3.0
2. National Incident Management System, Third Edition - October 2017
3. National Response Framework, Fourth Edition - October 28, 2019

Authorities:

1. Robert T. Stafford Disaster Relief and Emergency Assistance Act, Public Law 93-288, as amended - https://www.fema.gov/sites/default/files/2020-03/stafford-act_2019.pdf
2. Georgia Emergency Management Act of 1981, as amended
3. Douglas County Board of Commissioners - Douglas County, Georgia - Code of Ordinances, Chapter 7.7 - Emergency Management
4. Code of Ordinances of the City of Douglasville, GA - Chapter 30 - Civil Emergencies

A Presidentially declared disaster is generally required for Federal agencies to become involved in disaster response and assistance. The Governor must declare a state of emergency and request a Presidential Disaster Declaration under the Robert T. Stafford Disaster Relief and Emergency Assistance Act, as amended, through the regional FEMA office. This request is evaluated and then forwarded to the national office and then on to the President's desk for approval. A more complete description can be found within the Department of Homeland Security's National Response Framework, Fourth Edition.

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ESF-15 External Affairs

Coordinating Agency:
Douglas County Communications Department - PIO

Primary Agency:
Douglas County Communications Department - PIO

Support Agencies:
City of Douglasville Police Department
Douglas County BOC/County Admin/Clerk
Douglas County EMA
Douglas County Sheriff's Office

I. Purpose and Scope

The emergency support function of External Affairs involves direction and coordination, operations, and follow-through during an emergency or disaster.

A. Purpose

This ESF integrates countywide external affairs capabilities and resources to support the full range of incident management activities associated with potential or actual disasters or emergencies.

Specifically, ESF-15 acts to:

1. Ensure that sufficient County assets are deployed to the field during a potential or actual disaster or emergency to provide accurate, coordinated, and timely information to affected audiences, including governments, media, the private sector, and the populace.
2. Provide information in a clear, concise, and accurate manner on actions to be taken by local agencies and governments and actions to be taken by the public. Every effort shall be made to prevent and counter rumors and inaccurate information.

B. Scope

This ESF is structured to oversee external affairs. The emergency operations necessary for the performance of this function include, but are not limited to:

1. Preparedness
    a. Develop a public information program to educate the public regarding the effects of common, emergency, and disaster situations.
    b. Develop plans to coordinate with international, national, state, and local news media for emergency operations before, during, and after emergency situations.
    c. Develop plans to conduct a multi-agency/jurisdiction coordinated public information program during emergencies and disasters; this includes the establishment of a Joint Information Center (JIC).
    d. Develop plans and programs to educate news media that ESF-15 is the primary information center during emergency situations.

e. Develop procedures to organize and operate a media briefing area and/or a JIC.
f. Develop and maintain pre-scripted Emergency Alert System (EAS) messages, news releases, and public service announcements for all hazards, including hurricane and coastal storm, rainwater flooding, storm surge, and tornadoes.
g. Encourage development of disaster plans and kits for the public.
h. Provide evacuation information to the affected public.
i. Participate in exercises and training to validate this annex and supporting SOPs.
j. Update public information responder listing, as necessary.
k. Develop and implement training programs for all ESF members.
l. Develop and maintain a roster with contact information of all ESF personnel.
m. Ensure all ESF-15 personnel integrate National Incident Management System (NIMS) and Incident Command System (ICS) principles in all planning and preparedness initiatives.

2. Response
    a. Alert agencies whose personnel, equipment, or other resources may be used.
    b. Provide timely and accurate EAS messages and news releases in common language and terminology to inform the public.
    c. Provide emergency public information to access and functional needs populations.
    d. Coordinate with news media regarding emergency operations.
    e. Provide mass notifications to urban and rural populations and provide periodic media updates.
    f. Execute a multi-agency/jurisdiction coordinated public information program.
    g. Organize and operate a press briefing area and a JIC, as appropriate.
    h. Supplement local emergency management public information operations, as necessary, and when resources are available.
3. Recovery
    a. Continue public information activities to include updating the public on recovery efforts.
    b. Anticipate and plan for the arrival of and coordinate with state ESF-15 personnel in the EOC and the Joint Field Office (JFO).
    c. Process and disseminate disaster welfare and family reunification information.
4. Mitigation
    a. Support and plan for mitigation measures.
    b. Support requests and directives resulting from the Governor and/or GEMA/HS concerning mitigation and/or redevelopment activities.
    c. Document matters that may be needed for inclusion in agency or state/federal briefings, situation reports, and action plans.

II. Concept of Operations

A. General

The ESF-15 coordinating agency will develop and maintain standard operating procedures (SOPs) in cooperation with Douglas County EMA, primary, and support agencies. Periodic training and exercises will be used to enhance capabilities and effectiveness. ESF-15 will work with its support agency counterparts to seek and procure resources, plan, coordinate, and/or direct the use of any requests assets in the event an incident occurs that requires local or State mutual aid assistance.

Throughout the response and recovery periods, ESF-15 agencies will evaluate and analyze information regarding external affairs in addition to developing and updating situational information and status in the impacted area and performing contingency planning to meet anticipated demands and/or needs.

Response Actions

1. Mitigation/Preparedness Actions
    a. Develop a briefing and reporting system to include an EOC briefing, situation report, public information, and federal request format for the EOC Intel Function.
    b. Share information with agencies and organizations that have primary functional responsibilities.
    c. Update the information and planning system as required.
    d. Participate in and/or conduct exercises.
2. Response/Recovery Actions
    a. Provide technical assistance information and analysis to the EMA Director and EOC Manager upon request.
    b. Coordinate needs and damage assessment of affected areas for dissemination to appropriate agencies and organizations.
    c. Track and record data necessary for federal declaration.
    d. Prepare information for after-action reports.
    e. Resume day-to-day operations.

Public Information Services

1. Mitigation/Preparedness Actions
    a. Designate an individual to serve as a public information officer or coordinator.
    b. Develop protocols and designate a liaison for communication with local, state, and federal governments and to handle inquiries.
    c. Assist agencies and organizations with ESF responsibilities in developing uniform procedures for media releases.
    d. Maintain a media directory.
    e. Support disaster public awareness initiatives through the dissemination of information, news articles, PSAs, and presentation of audio-visual materials.

f. Establish communication resources to provide people with sensory disabilities (e.g., visual and hearing impairment) and non-English speakers with emergency management information regarding emergencies or disasters.
g. Educate the public on alert messages such as watches and warnings through media such as radio, television, newspaper, and social media.
h. Develop protocols for agencies and organizations with functional support responsibilities to inform the media about emergency and/or disaster plans.
i. Participate in drills and exercises to evaluate public information capacity.

2. Response/Recovery Actions
    a. Define public notification time frames regarding an emergency or disaster and disseminate information to the media.
    b. Maintain a system to ensure accurate dissemination of emergency information such as location, type of hazard, extent of damage, casualties, shelters open, evacuation routes, and other protective actions.
    c. Provide a designated area for media briefings and/or press conferences and conduct briefings in a timely manner.
    d. Provide updates (e.g., response to inquiries about missing relatives, restricted areas of access and reentry) regarding the emergency or disaster.
    e. Establish media responsibilities and appropriate spokespersons from local government, agencies, and organizations with ESF responsibilities.
    f. Continue the provision of public safety and other necessary assistance information throughout the recovery phase.
    g. Provide advanced media releases to the GEMA/HS State Operations Center.
    h. Coordinate with other jurisdictions that share the media market.
    i. Maintain records of expenditures and document resources used during recovery.

B. Direction and Control

Douglas County Communications Department - PIO is the ESF-15 coordinating agency. The staff member serving as Coordinator is appointed by and located within Douglas County Communications Department - PIO. When support is necessary, the Coordinator coordinates all aspects of ESF-15. ESF-15 is compliant with both the National Response Framework (NRF) and NIMS, and, as such, guides the direction and control system adopted by Douglas County EMA. Douglas County EMA functions as the official disaster prevention, mitigation, response, and recovery organization within Douglas County.

ESF-15 may operate at two levels: 1) Douglas County EOC; and/or 2) field operations.

During emergency activations, all management decisions about external affairs are made at Douglas County EOC by the Coordinator. In accordance with mission assignment, each primary and/or support organization assisting in the deployment of ESF-15 will retain administrative control over its own resources and personnel but will remain under the operational control of ESF-15. Mission operational control may be delegated to the field by Douglas County EOC.

C. Organization

1. County
    a. When Douglas County EOC activates, personnel from both primary and support agencies are integrated with Douglas County Communications Department - PIO staff to provide support.
    b. During an emergency or disaster, the ESF-15 Coordinator fulfills the Command Staff position of Public Information Officer.
    c. During the response phase, Douglas County EOC evaluates and analyzes information about external affairs for the affected area and develops and undertakes contingency planning.
    d. Douglas County EMA develops and maintains this Annex in cooperation with Douglas County Communications Department - PIO. Douglas County Communications Department - PIO will also develop and maintain any accompanying appendices, annexes, and standard operating guidelines that govern response actions related to emergencies. Primary and support agencies should likewise develop and maintain their own similar documents for internal use. Such documents must also be NRF, NIMS, ICS, and EOP compliant.
    e. Testing of this ESF is outline in Annex E: Testing, Training, and Exercises / Plan Maintenance.
2. State of Georgia
    a. When the GEMA/HS State Operations Center activates, GEMA/HS serves as the designated lead agency for State External Affairs support and may provide a liaison to local emergency operations centers to facilitate any requests for external affairs assistance.

D. Alerts and Notifications

1. ESF-15 will activate or enter into standby upon notification by Douglas County EOC. Representatives or designees from Douglas County Communications Department - PIO will manage incident activities.
2. Once instructions are received to activate or enter into standby, Douglas County Communications Department - PIO will implement notification procedures and mobilize all personnel, facilities, and physical resources likely to be needed.

E. Actions

Any actions carried out are grouped into the phases of emergency management: preparedness, response, recovery, and mitigation. Each phase requires specific skills and knowledge to accomplish tasks and requires significant cooperation and collaboration between all agencies.

Overall Actions Assigned to All Members *Preparedness (Pre-Event) Actions for ESF-15 External Affairs*	
1	Attend scheduled meetings to ensure planning functions are carried out to support this ESF.
2	Develop and maintain a roster with contact information of all ESF personnel.

Overall Actions Assigned to All Members *Preparedness (Pre-Event) Actions for ESF-15 External Affairs*	
3	Develop appropriate plans, procedures, mutual aid agreements, checklists, go-kits, and other supporting documentation as needed to facilitate the execution of the agency's responsibilities to this ESF.
4	Develop plans and programs to educate news media that ESF-15 is the primary information center during emergency situations.
5	Ensure all ESF-15 personnel integrate NIMS and ICS principles in all planning and preparedness initiatives.
6	Identify agency staff representatives to support this ESF and other operational practices during emergency and disaster operations.
7	Participate in exercises and training to validate this ESF and supporting ESFs.
8	Prepare to support the EOC as necessary.
9	Update public information responder listing as necessary.

Overall Actions Assigned to All Members *Response (During Event) Actions for ESF-15 External Affairs*	
1	Conduct recovery and restoration tasks in coordination with the EOC/RCC and federal assistance program guidance.
2	Ensure the presence of resources (human and physical) are in sufficient numbers to support the agency's responsibilities to this ESF.
3	Identify damages and/or losses.
4	Maintain records of expenditures and document resources used during response operations.
5	Operate and speak with a unified voice and consistent message that is coordinated not only with the different authorities involved in an incident but also with the affected jurisdictions.
6	Prepare information for after-action reports.
7	Track and record data necessary for federal declaration.

Overall Actions Assigned to All Members *Recovery (Post Event) Actions for ESF-15 External Affairs*	
1	Conduct recovery and restoration tasks in coordination with the EOC/RCC and federal assistance program guidance.
2	Coordinate pertinent disaster recovery information with the County JIC.
3	Ensure the presence of resources (human and physical) are in sufficient numbers to support the agency's responsibilities to this ESF.
4	Identify damages and/or losses.
5	Maintain records of expenditures and document resources used during recovery operations. Identify damages and/or losses.
6	Operate and speak with a unified voice and a consistent message that is coordinated not only with the different authorities involved in an incident but also with affected jurisdictions.
7	Prepare information for after-action reports.
8	Resume day-to-day operations.

Overall Actions Assigned to All Members *Mitigation Actions for ESF-15 External Affairs*	
1	Document matters that may be needed for inclusion in agency or state/federal briefings, situation reports, and action plans.
2	Support and plan for mitigation measures.
3	Support requests and directives resulting from the Governor and/or GEMA/HS concerning mitigation and/or redevelopment activities.

III. Responsibilities

A. ESF Role Aligned to Core Capabilities

The following table lists the responsibilities that ESF-15 most directly supports, along with the related ESF-15 actions supporting the capability.

Core Capability	ESF-15 External Affairs
Public Information and Warning	• Deliver coordinated, prompt, reliable, and actionable information to the whole community through the use of clear, consistent, accessible, and culturally and linguistically appropriate methods to effectively relay information regarding any threat or hazard, as well as the actions being taken and the assistance being made available, as appropriate.

B. Responsibilities

The ESF-15 Coordinator is Douglas County Communications Department - PIO. Within the Douglas County EOC, the Douglas County Communications Department - PIO Coordinator serves dual roles as both the Coordinating and Primary Agency Emergency Coordinator for External Affairs.

The following tables identify the responsibilities delegated to each agency/organization within ESF-15. The Coordinating and Primary Agency's responsibilities are listed first. The Supporting Agencies follow in alphabetical order.

Coordinating: Douglas County Communications Department - PIO	
Preparedness (Pre-Event) Actions for ESF-15 External Affairs	
1	Attend scheduled meetings to ensure planning functions are carried out to support this ESF.
2	Develop and maintain a roster with contact information of all ESF personnel.
3	Develop appropriate plans, procedures, mutual aid agreements, checklists, go-kits, and other supporting documentation as needed to facilitate the execution of the agency's responsibilities to this ESF.
4	Develop plans and programs to educate news media that ESF-15 is the primary information center during emergency situations.
5	Ensure all ESF-15 personnel integrate NIMS and ICS principles in all planning and preparedness initiatives.
6	Identify agency staff representatives to support this ESF and other operational practices during emergency and disaster operations.
7	Participate in exercises and training to validate this ESF and supporting ESFs.

Coordinating: Douglas County Communications Department - PIO	
8	Prepare to support the EOC as necessary.
9	Update public information responder listing as necessary.
10	Designate a liaison to communicate with local, state, and federal governments and ensure the proper handling of inquiries.
11	Designate an individual to serve as a public information officer or coordinator.
12	Develop a briefing and reporting system to include an EOC briefing, situation report, and public information request format in conjunction with ESF-5 Emergency Management.
13	Develop a public information program to educate the public regarding the effects of common, emergency, and disaster situations. This includes things such as the development of an emergency go-kit, understanding their evacuation zones, and the explanation of watches/warnings.
14	Develop and implement training programs for all ESF members.
15	Develop and maintain pre-scripted EAS messages, news releases, and public service announcements for all hazards to include hurricane and coastal storms, rainwater flooding, storm surge, and tornadoes.
16	Develop plans to conduct a multi-agency/jurisdiction coordinated public information program during emergencies; this includes the establishment of a Joint Information Center (JIC).
17	Develop plans to coordinate with international, national, state, and local news media for emergency operations before, during, and after emergency situations.
18	Develop procedures to organize and operate a media briefing area and/or a JIC.
19	Ensure necessary reporting information and formats are shared with agencies and/or organizations identified to have a primary functional support responsibility.
20	Ensure that agencies and/or organizations that have functional support responsibilities coordinate the dissemination of essential public information with ESF-15.
21	Establish a protocol for prioritizing response activities.
22	Establish and maintain a media directory.
23	Establish communication resources to provide people with sensory disability (e.g., visual and hearing impairment) and non-English speaking persons with critical information pertaining to the emergency or disaster event.
24	Establish procedures to ensure a unified media release is utilized by support entities.
25	Identify and plan for public education campaigns throughout preparedness, response, and recovery phases.
26	Maintain resources to establish a JIC if needed during an emergency or disaster event.
27	Provide evacuation information to the affected public.
28	Support disaster public awareness initiatives through the dissemination of information, news articles, public service announcements, and the presentation of audio-visual materials.
Response (During Event) Actions for ESF-15 External Affairs	
1	Conduct recovery and restoration tasks in coordination with the EOC/RCC and federal assistance program guidance.
2	Ensure the presence of resources (human and physical) are in sufficient numbers to support the agency's responsibilities to this ESF.
3	Identify damages and/or losses.

Coordinating: Douglas County Communications Department - PIO	
4	Maintain records of expenditures and document resources used during response operations.
5	Operate and speak with a unified voice and consistent message that is coordinated not only with the different authorities involved in an incident but also with the affected jurisdictions.
6	Prepare information for after-action reports.
7	Track and record data necessary for federal declaration.
8	Alert agencies whose personnel, equipment, or other resources may be used.
9	Coordinate news media regarding emergency operations.
10	Coordinate public information throughout the incident beginning from the initial notification and continuing into the final recovery information.
11	Coordinate social media efforts to ensure accurate information is released, rumor monitoring is conducted, and timely information is disseminated.
12	Coordinate with DCEMA Director to identify key messages that the public must be aware of and ensure regular communications throughout the incident.
13	Ensure coordination with other ESFs for the timely and accurate dissemination of public information.
14	Ensure the timely and continuous dissemination of incident information updates throughout the emergency or disaster event.
15	Establish a time frame for the notification and dissemination of information to the local media outlets regarding an emergency or disaster event.
16	Execute a multi-agency/jurisdictional coordinated public information program.
17	Identify and plan for public education campaigns throughout preparedness, response, and recovery phases.
18	Maintain a system to ensure accurate dissemination of relevant information to include the location, type of hazard, extent of damage, casualties, operational shelters, evacuation routes, and other identified protective actions.
19	Maintain contact with partner agency public information officers to ensure the collection and sharing of information.
20	Organize and operate a press briefing area and a JIC as appropriate.
21	Prepare EOC briefings and situation reports for mapping to keep local government and emergency management officials, state, and federal agencies/organizations informed of the severity and magnitude of the incident.
22	Provide advanced media releases to the State Operations Center.
23	Provide emergency public information to persons with access and functional needs.
24	Provide technical assistance information and analysis upon request of the DCEMA Director or the EOC Manager.
25	Supplement local emergency management public information operations, as necessary, and when resources are available.
Recovery (Post Event) Actions for ESF-15 External Affairs	
1	Conduct recovery and restoration tasks in coordination with the EOC/RCC and federal assistance program guidance.
2	Coordinate pertinent disaster recovery information with the County JIC.
3	Ensure the presence of resources (human and physical) are in sufficient numbers to support the agency's responsibilities to this ESF.

Coordinating: Douglas County Communications Department - PIO	
4	Identify damages and/or losses.
5	Maintain records of expenditures and document resources used during recovery operations. Identify damages and/or losses.
6	Operate and speak with a unified voice and a consistent message that is coordinated not only with the different authorities involved in an incident but also with affected jurisdictions.
7	Prepare information for after-action reports.
8	Resume day-to-day operations.
9	Anticipate and plan for the arrival of and coordinate with state ESF-15 personnel in the EOC and JFO.
10	Continue public information activities to include updating the public on recovery efforts.
11	Coordinate public information throughout the incident beginning from the initial notification and continuing into the final recovery information.
12	Coordinate social media efforts to ensure accurate information is released, rumor monitoring is conducted, and timely information is disseminated.
13	Coordinate with the DCEMA Director to identify key messages that the public must be aware of and ensure regular communications throughout the incident.
14	Ensure coordination with other ESFs for the timely and accurate dissemination of public information.
15	Identify and plan for public education campaigns throughout preparedness, response, and recovery phases.
16	Maintain contact with partner agency public information officers to ensure the collection and sharing of information.
17	Process and disseminate disaster welfare information and family reunification information.
Mitigation Actions for ESF-15 External Affairs	
1	Document matters that may be needed for inclusion in agency or state/federal briefings, situation reports, and action plans.
2	Support and plan for mitigation measures.
3	Support requests and directives resulting from the Governor and/or GEMA/HS concerning mitigation and/or redevelopment activities.

Primary: Douglas County Communications Department - PIO	
Preparedness (Pre-Event) Actions for ESF-15 External Affairs	
1	Attend scheduled meetings to ensure planning functions are carried out to support this ESF.
2	Develop and maintain a roster with contact information of all ESF personnel.
3	Develop appropriate plans, procedures, mutual aid agreements, checklists, go-kits, and other supporting documentation as needed to facilitate the execution of the agency's responsibilities to this ESF.
4	Develop plans and programs to educate news media that ESF-15 is the primary information center during emergency situations.
5	Ensure all ESF-15 personnel integrate NIMS and ICS principles in all planning and preparedness initiatives.
6	Identify agency staff representatives to support this ESF and other operational practices during emergency and disaster operations.
7	Participate in exercises and training to validate this ESF and supporting ESFs.

Primary: Douglas County Communications Department - PIO	
8	Prepare to support the EOC as necessary.
9	Update public information responder listing as necessary.
10	Designate a liaison to communicate with local, state, and federal governments and ensure the proper handling of inquiries.
11	Designate an individual to serve as a public information officer or coordinator.
12	Develop a briefing and reporting system to include an EOC briefing, situation report, and public information request format in conjunction with ESF-5 Emergency Management.
13	Develop a public information program to educate the public regarding the effects of common, emergency, and disaster situations. This includes things such as the development of an emergency go-kit, understanding their evacuation zones, and the explanation of watches/warnings.
14	Develop and implement training programs for all ESF members.
15	Develop and maintain pre-scripted EAS messages, news releases, and public service announcements for all hazards to include hurricane and coastal storms, rainwater flooding, storm surge, and tornadoes.
16	Develop plans to conduct a multi-agency/jurisdiction coordinated public information program during emergencies; this includes the establishment of a Joint Information Center (JIC).
17	Develop plans to coordinate with international, national, state, and local news media for emergency operations before, during, and after emergency situations.
18	Develop procedures to organize and operate a media briefing area and/or a JIC.
19	Ensure necessary reporting information and formats are shared with agencies and/or organizations identified to have a primary functional support responsibility.
20	Ensure that agencies and/or organizations that have functional support responsibilities coordinate the dissemination of essential public information with ESF-15.
21	Establish a protocol for prioritizing response activities.
22	Establish and maintain a media directory.
23	Establish communication resources to provide people with sensory disability (e.g., visual and hearing impairment) and non-English speaking persons with critical information pertaining to the emergency or disaster event.
24	Establish procedures to ensure a unified media release is utilized by support entities.
25	Identify and plan for public education campaigns throughout preparedness, response, and recovery phases.
26	Maintain resources to establish a JIC if needed during an emergency or disaster event.
27	Provide evacuation information to the affected public.
28	Support disaster public awareness initiatives through the dissemination of information, news articles, public service announcements, and the presentation of audio-visual materials.
Response (During Event) Actions for ESF-15 External Affairs	
1	Conduct recovery and restoration tasks in coordination with the EOC/RCC and federal assistance program guidance.
2	Ensure the presence of resources (human and physical) are in sufficient numbers to support the agency's responsibilities to this ESF.
3	Identify damages and/or losses.

Primary: Douglas County Communications Department - PIO	
4	Maintain records of expenditures and document resources used during response operations.
5	Operate and speak with a unified voice and consistent message that is coordinated not only with the different authorities involved in an incident but also with the affected jurisdictions.
6	Prepare information for after-action reports.
7	Track and record data necessary for federal declaration.
8	Alert agencies whose personnel, equipment, or other resources may be used.
9	Coordinate news media regarding emergency operations.
10	Coordinate public information throughout the incident beginning from the initial notification and continuing into the final recovery information.
11	Coordinate social media efforts to ensure accurate information is released, rumor monitoring is conducted, and timely information is disseminated.
12	Coordinate with DCEMA Director to identify key messages that the public must be aware of and ensure regular communications throughout the incident.
13	Ensure coordination with other ESFs for the timely and accurate dissemination of public information.
14	Ensure the timely and continuous dissemination of incident information updates throughout the emergency or disaster event.
15	Establish a time frame for the notification and dissemination of information to the local media outlets regarding an emergency or disaster event.
16	Execute a multi-agency/jurisdictional coordinated public information program.
17	Identify and plan for public education campaigns throughout preparedness, response, and recovery phases.
18	Maintain a system to ensure accurate dissemination of relevant information to include the location, type of hazard, extent of damage, casualties, operational shelters, evacuation routes, and other identified protective actions.
19	Maintain contact with partner agency public information officers to ensure the collection and sharing of information.
20	Organize and operate a press briefing area and a JIC as appropriate.
21	Prepare EOC briefings and situation reports for mapping to keep local government and emergency management officials, state, and federal agencies/organizations informed of the severity and magnitude of the incident.
22	Provide advanced media releases to the State Operations Center.
23	Provide emergency public information to persons with access and functional needs.
24	Provide technical assistance information and analysis upon request of the DCEMA Director or the EOC Manager.
25	Supplement local emergency management public information operations, as necessary, and when resources are available.
Recovery (Post Event) Actions for ESF-15 External Affairs	
1	Conduct recovery and restoration tasks in coordination with the EOC/RCC and federal assistance program guidance.
2	Coordinate pertinent disaster recovery information with the County JIC.
3	Ensure the presence of resources (human and physical) are in sufficient numbers to support the agency's responsibilities to this ESF.

Primary: Douglas County Communications Department - PIO	
4	Identify damages and/or losses.
5	Maintain records of expenditures and document resources used during recovery operations. Identify damages and/or losses.
6	Operate and speak with a unified voice and a consistent message that is coordinated not only with the different authorities involved in an incident but also with affected jurisdictions.
7	Prepare information for after-action reports.
8	Resume day-to-day operations.
9	Anticipate and plan for the arrival of and coordinate with state ESF-15 personnel in the EOC and JFO.
10	Continue public information activities to include updating the public on recovery efforts.
11	Coordinate public information throughout the incident beginning from the initial notification and continuing into the final recovery information.
12	Coordinate social media efforts to ensure accurate information is released, rumor monitoring is conducted, and timely information is disseminated.
13	Coordinate with the DCEMA Director to identify key messages that the public must be aware of and ensure regular communications throughout the incident.
14	Ensure coordination with other ESFs for the timely and accurate dissemination of public information.
15	Identify and plan for public education campaigns throughout preparedness, response, and recovery phases.
16	Maintain contact with partner agency public information officers to ensure the collection and sharing of information.
17	Process and disseminate disaster welfare information and family reunification information.
Mitigation Actions for ESF-15 External Affairs	
1	Document matters that may be needed for inclusion in agency or state/federal briefings, situation reports, and action plans.
2	Support and plan for mitigation measures.
3	Support requests and directives resulting from the Governor and/or GEMA/HS concerning mitigation and/or redevelopment activities.

Supporting: City of Douglasville Police Department	
Preparedness (Pre-Event) Actions for ESF-15 External Affairs	
1	Attend scheduled meetings to ensure planning functions are carried out to support this ESF.
2	Develop and maintain a roster with contact information of all ESF personnel.
3	Develop appropriate plans, procedures, mutual aid agreements, checklists, go-kits, and other supporting documentation as needed to facilitate the execution of the agency's responsibilities to this ESF.
4	Develop plans and programs to educate news media that ESF-15 is the primary information center during emergency situations.
5	Ensure all ESF-15 personnel integrate NIMS and ICS principles in all planning and preparedness initiatives.
6	Identify agency staff representatives to support this ESF and other operational practices during emergency and disaster operations.
7	Participate in exercises and training to validate this ESF and supporting ESFs.

Supporting: City of Douglasville Police Department	
8	Prepare to support the EOC as necessary.
9	Update public information responder listing as necessary.
10	Develop plans to conduct a multi-agency/jurisdiction coordinated public information program during emergencies; this includes the establishment of a Joint Information Center (JIC).
11	Develop plans to coordinate with international, national, state, and local news media for emergency operations before, during, and after emergency situations.
12	Develop procedures to organize and operate a media briefing area and/or a JIC.
13	Encourage development of disaster plans and kits for the public.
14	Establish and maintain a media directory.
15	Establish communication resources to provide people with sensory disability (e.g., visual and hearing impairment) and non-English speaking persons with critical information pertaining to the emergency or disaster event.
16	Provide evacuation information to the affected public.
17	Support disaster public awareness initiatives through the dissemination of information, news articles, public service announcements, and the presentation of audio-visual materials.
Response (During Event) Actions for ESF-15 External Affairs	
1	Conduct recovery and restoration tasks in coordination with the EOC/RCC and federal assistance program guidance.
2	Ensure the presence of resources (human and physical) are in sufficient numbers to support the agency's responsibilities to this ESF.
3	Identify damages and/or losses.
4	Maintain records of expenditures and document resources used during response operations.
5	Operate and speak with a unified voice and consistent message that is coordinated not only with the different authorities involved in an incident but also with the affected jurisdictions.
6	Prepare information for after-action reports.
7	Track and record data necessary for federal declaration.
8	Maintain a system to ensure accurate dissemination of relevant information to include the location, type of hazard, extent of damage, casualties, operational shelters, evacuation routes, and other identified protective actions.
9	Organize and operate a press briefing area and a JIC as appropriate.
10	Provide emergency public information to persons with access and functional needs.
11	Provide logistical and resource support during the establishment of a JIC.
12	Provide logistical and resource support if requested during a smaller event.
13	Provide support to ensure a unified message is delivered to the public.
14	Supplement local emergency management public information operations, as necessary, and when resources are available.
Recovery (Post Event) Actions for ESF-15 External Affairs	
1	Conduct recovery and restoration tasks in coordination with the EOC/RCC and federal assistance program guidance.
2	Coordinate pertinent disaster recovery information with the County JIC.

Supporting: City of Douglasville Police Department	
3	Ensure the presence of resources (human and physical) are in sufficient numbers to support the agency's responsibilities to this ESF.
4	Identify damages and/or losses.
5	Maintain records of expenditures and document resources used during recovery operations. Identify damages and/or losses.
6	Operate and speak with a unified voice and a consistent message that is coordinated not only with the different authorities involved in an incident but also with affected jurisdictions.
7	Prepare information for after-action reports.
8	Continue public information activities to include updating the public on recovery efforts.
9	Process and disseminate disaster welfare information and family reunification information.
10	Provide support to ensure a unified message is delivered to the public.
Mitigation Actions for ESF-15 External Affairs	
1	Document matters that may be needed for inclusion in agency or state/federal briefings, situation reports, and action plans.
2	Support and plan for mitigation measures.
3	Support requests and directives resulting from the Governor and/or GEMA/HS concerning mitigation and/or redevelopment activities.

Supporting: Douglas County BOC/County Admin/Clerk	
Preparedness (Pre-Event) Actions for ESF-15 External Affairs	
1	Attend scheduled meetings to ensure planning functions are carried out to support this ESF.
2	Develop and maintain a roster with contact information of all ESF personnel.
3	Develop appropriate plans, procedures, mutual aid agreements, checklists, go-kits, and other supporting documentation as needed to facilitate the execution of the agency's responsibilities to this ESF.
4	Develop plans and programs to educate news media that ESF-15 is the primary information center during emergency situations.
5	Ensure all ESF-15 personnel integrate NIMS and ICS principles in all planning and preparedness initiatives.
6	Identify agency staff representatives to support this ESF and other operational practices during emergency and disaster operations.
7	Participate in exercises and training to validate this ESF and supporting ESFs.
8	Prepare to support the EOC as necessary.
9	Update public information responder listing as necessary.
10	Identify core group participants and arrange conference calls and other activities necessary for coordination.
Response (During Event) Actions for ESF-15 External Affairs	
1	Conduct recovery and restoration tasks in coordination with the EOC/RCC and federal assistance program guidance.
2	Ensure the presence of resources (human and physical) are in sufficient numbers to support the agency's responsibilities to this ESF.
3	Identify damages and/or losses.
4	Maintain records of expenditures and document resources used during response operations.

Supporting: Douglas County BOC/County Admin/Clerk	
5	Operate and speak with a unified voice and consistent message that is coordinated not only with the different authorities involved in an incident but also with the affected jurisdictions.
6	Prepare information for after-action reports.
7	Track and record data necessary for federal declaration.
8	Coordinate with municipal, public, and private organizations and agencies on matters related to the dissemination of incident-related information to the public.
9	Provide a leadership role during domestic incidents when significant inter-agency coordination is required.
Recovery (Post Event) Actions for ESF-15 External Affairs	
1	Conduct recovery and restoration tasks in coordination with the EOC/RCC and federal assistance program guidance.
2	Coordinate pertinent disaster recovery information with the County JIC.
3	Ensure the presence of resources (human and physical) are in sufficient numbers to support the agency's responsibilities to this ESF.
4	Identify damages and/or losses.
5	Maintain records of expenditures and document resources used during recovery operations. Identify damages and/or losses.
6	Operate and speak with a unified voice and a consistent message that is coordinated not only with the different authorities involved in an incident but also with affected jurisdictions.
7	Prepare information for after-action reports.
8	Resume day-to-day operations.
9	Coordinate with municipal, public, and private organizations and agencies on matters related to the dissemination of incident-related information to the public.
10	Provide leadership role during domestic incidents when significant inter-agency coordination is required.
Mitigation Actions for ESF-15 External Affairs	
1	Document matters that may be needed for inclusion in agency or state/federal briefings, situation reports, and action plans.
2	Support and plan for mitigation measures.
3	Support requests and directives resulting from the Governor and/or GEMA/HS concerning mitigation and/or redevelopment activities.

Supporting: Douglas County EMA	
Preparedness (Pre-Event) Actions for ESF-15 External Affairs	
1	Attend scheduled meetings to ensure planning functions are carried out to support this ESF.
2	Develop and maintain a roster with contact information of all ESF personnel.
3	Develop appropriate plans, procedures, mutual aid agreements, checklists, go-kits, and other supporting documentation as needed to facilitate the execution of the agency's responsibilities to this ESF.
4	Develop plans and programs to educate news media that ESF-15 is the primary information center during emergency situations.
5	Ensure all ESF-15 personnel integrate NIMS and ICS principles in all planning and preparedness initiatives.

Supporting: Douglas County EMA	
6	Identify agency staff representatives to support this ESF and other operational practices during emergency and disaster operations.
7	Participate in exercises and training to validate this ESF and supporting ESFs.
8	Prepare to support the EOC as necessary.
9	Update public information responder listing as necessary.
10	Develop a public information program to educate the public regarding the effects of common, emergency, and disaster situations. This includes things such as the development of an emergency go-kit, understanding their evacuation zones, and the explanation of watches/warnings.
11	Develop and implement training programs for all ESF members.
12	Develop and maintain pre-scripted EAS messages, news releases, and public service announcements for all hazards to include hurricane and coastal storms, rainwater flooding, storm surge, and tornadoes.
13	Develop plans to conduct a multi-agency/jurisdiction coordinated public information program during emergencies; this includes the establishment of a Joint Information Center (JIC).
14	Develop plans to coordinate with international, national, state, and local news media for emergency operations before, during, and after emergency situations.
15	Develop procedures to organize and operate a media briefing area and/or a JIC.
16	Encourage development of disaster plans and kits for the public.
17	Establish and maintain a media directory.
18	Establish communication resources to provide people with sensory disability (e.g., visual and hearing impairment) and non-English speaking persons with critical information pertaining to the emergency or disaster event.
19	Establish procedures to ensure a unified media release is utilized by support entities.
20	Provide evacuation information to the affected public.
21	Support disaster public awareness initiatives through the dissemination of information, news articles, public service announcements, and the presentation of audio-visual materials.
Response (During Event) Actions for ESF-15 External Affairs	
1	Conduct recovery and restoration tasks in coordination with the EOC/RCC and federal assistance program guidance.
2	Ensure the presence of resources (human and physical) are in sufficient numbers to support the agency's responsibilities to this ESF.
3	Identify damages and/or losses.
4	Maintain records of expenditures and document resources used during response operations.
5	Operate and speak with a unified voice and consistent message that is coordinated not only with the different authorities involved in an incident but also with the affected jurisdictions.
6	Prepare information for after-action reports.
7	Track and record data necessary for federal declaration.
8	Coordinate needs and damage assessment of affected areas for dissemination to appropriate agencies and organizations.
9	Coordinate news media regarding emergency operations.

Supporting: Douglas County EMA	
10	Maintain a system to ensure accurate dissemination of relevant information to include the location, type of hazard, extent of damage, casualties, operational shelters, evacuation routes, and other identified protective actions.
11	Provide advanced media releases to the State Operations Center.
12	Provide emergency public information to persons with access and functional needs.
13	Provide mass notifications to urban and rural populations and provide periodic media updates.
14	Provide timely and accurate EAS messages and news releases in common language and terminology to inform the public.
Recovery (Post Event) Actions for ESF-15 External Affairs	
1	Conduct recovery and restoration tasks in coordination with the EOC/RCC and federal assistance program guidance.
2	Coordinate pertinent disaster recovery information with the County JIC.
3	Ensure the presence of resources (human and physical) are in sufficient numbers to support the agency's responsibilities to this ESF.
4	Identify damages and/or losses.
5	Maintain records of expenditures and document resources used during recovery operations. Identify damages and/or losses.
6	Operate and speak with a unified voice and a consistent message that is coordinated not only with the different authorities involved in an incident but also with affected jurisdictions.
7	Prepare information for after-action reports.
8	Resume day-to-day operations.
9	Anticipate and plan for the arrival of and coordinate with state ESF-15 personnel in the EOC and JFO.
10	Coordinate needs and damage assessment of affected areas for dissemination to appropriate agencies and organizations.
11	Process and disseminate disaster welfare information and family reunification information.
12	Provide mass notifications to urban and rural populations and provide periodic media updates.
Mitigation Actions for ESF-15 External Affairs	
1	Document matters that may be needed for inclusion in agency or state/federal briefings, situation reports, and action plans.
2	Support and plan for mitigation measures.
3	Support requests and directives resulting from the Governor and/or GEMA/HS concerning mitigation and/or redevelopment activities.

Supporting: Douglas County Sheriff's Office	
Preparedness (Pre-Event) Actions for ESF-15 External Affairs	
1	Attend scheduled meetings to ensure planning functions are carried out to support this ESF.
2	Develop and maintain a roster with contact information of all ESF personnel.
3	Develop appropriate plans, procedures, mutual aid agreements, checklists, go-kits, and other supporting documentation as needed to facilitate the execution of the agency's responsibilities to this ESF.

Supporting: Douglas County Sheriff's Office	
4	Develop plans and programs to educate news media that ESF-15 is the primary information center during emergency situations.
5	Ensure all ESF-15 personnel integrate NIMS and ICS principles in all planning and preparedness initiatives.
6	Identify agency staff representatives to support this ESF and other operational practices during emergency and disaster operations.
7	Participate in exercises and training to validate this ESF and supporting ESFs.
8	Prepare to support the EOC as necessary.
9	Update public information responder listing as necessary.
10	Develop plans to conduct a multi-agency/jurisdiction coordinated public information program during emergencies; this includes the establishment of a Joint Information Center (JIC).
11	Develop plans to coordinate with international, national, state, and local news media for emergency operations before, during, and after emergency situations.
12	Develop procedures to organize and operate a media briefing area and/or a JIC.
13	Encourage development of disaster plans and kits for the public.
14	Establish and maintain a media directory.
15	Establish communication resources to provide people with sensory disability (e.g., visual and hearing impairment) and non-English speaking persons with critical information pertaining to the emergency or disaster event.
16	Provide evacuation information to the affected public.
17	Support disaster public awareness initiatives through the dissemination of information, news articles, public service announcements, and the presentation of audio-visual materials.
Response (During Event) Actions for ESF-15 External Affairs	
1	Conduct recovery and restoration tasks in coordination with the EOC/RCC and federal assistance program guidance.
2	Ensure the presence of resources (human and physical) are in sufficient numbers to support the agency's responsibilities to this ESF.
3	Identify damages and/or losses.
4	Maintain records of expenditures and document resources used during response operations.
5	Operate and speak with a unified voice and consistent message that is coordinated not only with the different authorities involved in an incident but also with the affected jurisdictions.
6	Prepare information for after-action reports.
7	Track and record data necessary for federal declaration.
8	Maintain a system to ensure accurate dissemination of relevant information to include the location, type of hazard, extent of damage, casualties, operational shelters, evacuation routes, and other identified protective actions.

Supporting: Douglas County Sheriff's Office	
9	Organize and operate a press briefing area and a JIC as appropriate.
10	Provide emergency public information to persons with access and functional needs.
11	Provide logistical and resource support during the establishment of a JIC.
12	Provide logistical and resource support if requested during a smaller event.
13	Provide support to ensure a unified message is delivered to the public.
14	Supplement local emergency management public information operations, as necessary, and when resources are available.
Recovery (Post Event) Actions for ESF-15 External Affairs	
1	Conduct recovery and restoration tasks in coordination with the EOC/RCC and federal assistance program guidance.
2	Coordinate pertinent disaster recovery information with the County JIC.
3	Ensure the presence of resources (human and physical) are in sufficient numbers to support the agency's responsibilities to this ESF.
4	Identify damages and/or losses.
5	Maintain records of expenditures and document resources used during recovery operations. Identify damages and/or losses.
6	Operate and speak with a unified voice and a consistent message that is coordinated not only with the different authorities involved in an incident but also with affected jurisdictions.
7	Prepare information for after-action reports.
8	Resume day-to-day operations.
9	Continue public information activities to include updating the public on recovery efforts.
10	Process and disseminate disaster welfare information and family reunification information.
11	Provide support to ensure a unified message is delivered to the public.
Mitigation Actions for ESF-15 External Affairs	
1	Document matters that may be needed for inclusion in agency or state/federal briefings, situation reports, and action plans.
2	Support and plan for mitigation measures.
3	Support requests and directives resulting from the Governor and/or GEMA/HS concerning mitigation and/or redevelopment activities.

IV. Financial Management

ESF-15 is responsible for coordinating with Douglas County Finance to manage expenses relevant to an incident.

During a response, each agency/department funds disaster operations from their current operating budget and are responsible for recording and tracking agency expenditures. If a Federally declared

disaster exists, each agency is responsible for seeking reimbursement in accordance with the formulas developed and maintained by the Federal Emergency Management Agency (FEMA) via the FEMA/State Agreement.

Expenditures by support agencies will be documented by those agencies and submitted directly to Douglas County Finance or a designated Finance Service Officer as soon as possible.

V. References and Authorities

References:

1. Developing and Maintaining Emergency Operations Plans: Comprehensive Preparedness Guide (CPG) 101 - September 2021, Version 3.0
2. National Incident Management System, Third Edition - October 2017
3. National Response Framework, Fourth Edition - October 28, 2019

Authorities:

1. Robert T. Stafford Disaster Relief and Emergency Assistance Act, Public Law 93-288, as amended - https://www.fema.gov/sites/default/files/2020-03/stafford-act_2019.pdf
2. Georgia Emergency Management Act of 1981, as amended
3. Douglas County Board of Commissioners - Douglas County, Georgia - Code of Ordinances, Chapter 7.7 - Emergency Management
4. Code of Ordinances of the City of Douglasville, GA - Chapter 30 - Civil Emergencies

A Presidentially declared disaster is generally required for Federal agencies to become involved in disaster response and assistance. The Governor must declare a state of emergency and request a Presidential Disaster Declaration under the Robert T. Stafford Disaster Relief and Emergency Assistance Act, as amended, through the regional FEMA office. This request is evaluated and then forwarded to the national office and then on to the President's desk for approval. A more complete description can be found within the Department of Homeland Security's National Response Framework, Fourth Edition.

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Annex B: Contacts

Douglas County Contacts

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Annex C: Teams and Responsibilities

EOP Planning Team

This team is comprised of all Douglas County personnel that have actively been involved in the Emergency Operations Planning process. This team will receive notification emails through the DouglasPrepared.com system.

EOP Planning Team Members – Douglas County

Team Member	Team Responsibility/Role
James Queen - Director Emergency Management Work: 770-949-3007 Home: [redacted] Cell: 404-405-0635 Work Email: jqueen@douglascountyga.gov	Director of Emergency Management - Planning Team Lead: Serves as the ultimate authority and chief strategist for the EOP planning process. The DEM provides high-level direction, validates the plan's overall concept of operations, and ensures the EOP aligns with state and federal standards (e.g., NIMS/ICS) **Key Responsibilities:** • Authorize and Finalize the EOP and all annexes. • Determining the scope and overall objectives for the plan update. • Secure commitment for resources and participation from other county agencies and executive leadership. • Act as the liaison to the County Administrator and Board of Commissioners for plan review and adoption. • Ensure the EOP is tested through exercises and maintained through the regular review cycle.
Sara Chase - Deputy Director Emergency Management Work: 770-949-3007 Cell: 470-554-4099 Additional Number: [redacted] Work Email: schase@douglascountyga.gov	Deputy Director of Emergency Management - Planning Program Manager Responsible for the day-to-day management of the planning process. The DDEM translates the DEM's strategic vision into an actionable work plan, manages the planning timeline, and coordinates inter-departmental planning meetings. **Key Responsibilities:** • Draft and edit the core plan components and annexes. • Track progress against the planning schedule and ensure deadlines are met by team members.

Team Member	Team Responsibility/Role
	• Facilitate planning meetings and manage the compilation and integration of content from all participating departments.
Katrina Harley - 911 Director E-911 Admin Work: 678-293-1074 Cell: 404-391-9901 Work Email: kharley@douglascountyga.gov	Director Douglas County E-911 - Communications and Resource Lead Focuses on critical functions of alerting, warning and emergency communication within the EOP. Provides crucial data on resource tracking, public information, coordination, and the initial notification process. **Key Responsibilities:** • Develop and validate the plan's procedures for mass public notification and warning systems. • Document the EOP's sections on emergency resource management (e.g., tracking availability of equipment, personnel). • Ensure the EOP accurately reflects interoperable communication procedures between all response agencies and the Emergency Operations Center (EOC).
Miles Allen - Fire Chief Douglas County Fire/EMS Department Work: 678-449-3898 Cell: 678-790-0687 Work Email: milesallen@douglascountyga.gov	Douglas County Fire/EMS Fire Chief - Operational and Tactical Lead Provides the essential operational, tactical, and public safety perspective to the EOP. Focuses on the plan's real-world feasibility , initial incident and command procedures, and the integration of fire, rescue, and hazardous materials response. **Key Responsibilities:** • Validate the operational flow of the plan, particularly for the initial response phase and multi-agency coordination in field. • Contribute expertise to the Fire, Search and Rescue, and Hazardous Materials Annexes. • Ensure the EOP clearly defines the roles and responsibilities of the Incident Commander and the transition of authority.

Douglas County Fire Haz Mat

To request the 4th Civil Support Team please contact Sheri Russo (404) 290-9105 or GEMA Communications (404) 635.7200

Douglas County Fire Haz Mat Members – Douglas County

Team Member	Team Responsibility/Role
Miles Allen - Fire Chief Douglas County Fire/EMS Department Work: 678-449-3898 Cell: 678-790-0687 Work Email: milesallen@douglascountyga.gov	Fire Chief - Incident Policy & Strategic Lead The Fire Chief's role focuses on overall organizational and political policy and serves as the highest-ranking internal authority for the incident. **Key Responsibilities:** • Strategic Direction: Provide the overall mission, intent, and strategic direction for the HazMat response and supporting operations, ensuring alignment with County policy. • External Coordination: Act as the primary high-level liaison to the County Administrator, elected officials, and external agencies (State/Federal), specifically on policy and resource matters. • Resource Allocation: Authorize the commitment of major departmental and jurisdictional resources (e.g., mutual aid activation, large-scale equipment purchases). • Public and Media Interface: Oversee the development and release of executive-level public information and declarations in coordination with the Director of Emergency Management. • Safety and Welfare: Ensure the highest level of safety and welfare for all responding personnel.
Pablo Lugo - Assistant Chief Douglas County Fire/EMS Department	Deputy Fire Chief: Incident Operations & Tactical Oversight

Team Member	Team Responsibility/Role
Cell: 770-900-5695 Work Email: plugo@douglascountyga.gov	The Deputy Fire Chief's Role is to ensure the tactical execution of the Fire Chief's strategic objectives and to manage the day-to-day operations of the HazMat team and related fire department functions. Key Responsibilities: • Tactical Implementation: Direct the execution of the Incident Action Plan (IAP) for the HazMat incident, including the suppression, containment, rescue, and decontamination operations. • Resource Deployment: Manage and deploy all assigned fire department personnel, apparatus, and HazMat assets on the scene. • Command Structure: Establish and maintain the incident Command Post (ICP) and the full ICS organization for the incident, ensuring clear lines of authority for the Haz Mat team. • HazMat Technical Oversight: Ensure the HazMat team operates within its capabilities, follows established procedures for product identification, risk assessment, and mitigation, and adheres to all relevant safety protocols. • Relief and Sustainment: Plan for and manage operational periods, including securing necessary personnel rotation, rest, and logistical support for sustained operations.
James Queen - Director Emergency Management Work: 770-949-3007 Home: [redacted] Cell: 404-405-0635 Work Email: jqueen@douglascountyga.gov	Director of Emergency Management: Coordination & Resource Mobilization The Director of Emergency Management's role is focused on inter-agency coordination, resource acquisition, and EOC activation, supporting the on-scene command structure from a unified, county-wide perspective. **Key Responsibilities:** • EOC Activation and Management: Activate, staff, and manage the County Emergency

Team Member	Team Responsibility/Role
	Operations Center to provide multi-agency coordination and support for the HazMat incident. • ESF-10 Coordination: Serve as the primary coordinator for all non-fire/EMS HazMat support functions, integrating partners such as environmental agencies, public works, and the health department. • External Resource Mobilization: Source and facilitate the deployment of county-level, state, and federal resources (personnel, equipment, specialized contractors) requested by the on-scene Incident Commander. • Public Warning and Alert: Oversee the dissemination of public warnings, evacuation orders, and shelter-in-place instructions, ensuring public safety measures related to the hazardous plume or contamination are implemented. • Overall Preparedness: Monitor the county's readiness posture during the event and prepare for the transition from immediate response to short-term recovery operations.

Long Term Recovery Team

Organized team for addressing the disaster-caused long-term recovery needs of communities and its residents, that is made up of representatives from faith-based, non-profit, government, business and other organizations

Long Term Recover Team Members – Douglas County

Team Member	Team Responsibility/Role
Romona Jackson Jones - Chairman Board of Commissioners Executive Work: 770-920-7269 Work Email: rjacksonjones@douglascountyga.gov	Provides the highest level of governmental leadership and political endorsement for the LTRT's mission. Authorizes the commitment of county resources (where appropriate and legal) and publicly champions the recovery efforts. **Key Responsibilities:** • Act as the Chief Public Advocate for the recovery effort, securing public trust and broad community support. • Oversee policy-level decisions, especially those concerning financial allocations and major land-use issues related to recovery. • Resolve inter-jurisdictional conflicts or issues that require high-level governmental intervention.
Tiffany Stewart-Stanley - Assistant County Administrator County Administration Work: 770-920-7436 Cell: 404-668-2717 Additional Number: [redacted] Work Email: tstewartstanley@douglascountyga.gov	Provides the key organizational, administrative, and internal resource management support for the LTRT Executive Committee. Ensures that all governmental and inter-departmental functions align with the long-term-recovery strategy. **Key Responsibilities:** • Facilitate Executive Committee Operations: Manage meeting agendas, record keeping, and ensure follow-through on all executive decisions. • Coordinate Internal County Resources: Serve as the point person for mobilizing non-Emergency Management county staff and assets (e.g., IS, Finance, Legal) to support the LTRT initiatives. • Oversee Financial Administration: Work directly with the Financial Lead to

Team Member	Team Responsibility/Role
	manage the county's financial tracking for recovery funds and coordinate project budgeting and reporting.
James Worthington - Director Development Services Work: 770-920-7243 Cell: 404-405-9536 Work Email: jworthington@douglascountyga.gov Personal Email: [redacted]	Guides the LTRT on issues of community planning, land use, and economic recovery to ensure the county is rebuilt strategically and equitably for long-term growth. **Key Responsibilities:** • Coordinate the issuance of necessary permits and zoning variances to expedite residential and commercial rebuilding. • Lead the development of long-term community redevelopment strategies that integrate mitigation and accessibility into recovery planning. • Liaise with the local economic development authority to support business recovery and retain the county's commercial base.
James Queen - Director Emergency Management Work: 770-949-3007 Home: [redacted] Cell: 404-405-0635 Work Email: jqueen@douglascountyga.gov	Organize other team members into groups and assign responsibilities to avoid duplication of services. Serves as the primary liaison between the LTRT and official county government and emergency operations. Ensures the Long-Term Recovery Plan aligns with and integrates all federal, state, and local recovery policies and activities. **Key Responsibilities:** • Provide operational continuity from the immediate response phase to the long-term recovery phase. • Advise the LTRT on compliance, resource requests, and documentation necessary for state and FEMA Public Assistance and Hazard Mitigation funding. • Facilitate coordination between the LTRT and local first-responder agencies.

Communication and Technology Team

Communication and Technology Team Members – Douglas County

Team Member	Team Responsibility/Role
Katrina Harley - 911 Director E-911 Admin Work: 678-293-1074 Cell: 404-391-9901 Work Email: kharley@douglascountyga.gov	Director of E-911 - ESF-2 Communications Section Chief (Lead) Serves as the overall Section Chief for Emergency Communications and Technology during an EOP activation. This individual is responsible for the strategic oversight, policy decisions, and overall activation of emergency communications resources. **Key Responsibilities:** • ESF-2 Coordinator: Directs and manages all emergency communications and technology support functions within the Emergency Operations Center (EOC). • Policy and Authority: Authorizes the activation of backup and redundant communications systems (e.g., secondary EOC location) • Interagency Liaison: Serves as the primary contact for State/Federal communications agencies (FCC, DHS, etc.) and partner jurisdictions for mutual aid agreements. • Executive Briefing: Provides high-level status reports on the operational readiness and performance of all county communications infrastructure to the EOC Manager/ Policy Group.
Amanda Strickland - Deputy Director E-911 Admin Work: 770-949-6408 Cell: 770-940-0526 Work Email: astrickland@douglascountyga.gov	Deputy Director of E-911 - EOC Operations/E-911 Service Lead Responsible for tactical supervision of the 911 Center's response and managing the immediate EOC support staff, ensuring continuity of the critical Public Safety Answering Point (PSAP) function. **Key Responsibilities:** • EOC Operations/Deputy: Oversees the immediate communications support staff working in the EOC's Operations Section under the ESF-2 Coordinator • PSAP Continuity: Manages the staffing and operational resilience of the primary and backup 911 Communications Centers,

Team Member	Team Responsibility/Role
	ensuring essential services (call-taking and dispatch) are maintained 24/7. • Information Flow: Ensures the timely and accurate exchange of situational awareness data between the 911 Center, the Incident Command Post (ICP), and the EOC. • Resource Tracking: Maintains an up-to-the-minute log of all E-911 personnel and equipment status and relays requests for EOC-level support to the Director.
Alecia Partin - Operations Coordinator E-911 Admin Work: 678-293-1075 Cell: 770-713-6485 Work Email: apartin@douglascountyga.gov Personal Email: [redacted]	Operations Coordinator for E-911 - Disaster Dispatch Supervisor Focuses on immediate, on-shift supervision and application of disaster-specific dispatch protocols. **Key Responsibilities:** • Disaster Dispatch Supervisor: Directly supervises telecommunicators in the E-911 Center, ensuring adherence to emergency Standard Operating Procedures (SOPs) during peak load or system stress. • Alert & Warning Activation: Oversees the mass notification process (e.g., Alert Douglas, IPAWS) for issuing public protective actions and warnings as directed by the Incident Commander or EOC. • Call Prioritization: Manages triage and prioritization of incoming emergency calls and non-emergency requests to prevent system overload and maintain life safety dispatch capability. • Documentation & Logging: Ensures complete and accurate logging of all incident communications, call volumes, and dispatch actions for subsequent after-action review and data analysis.
Andy Pichs - Radio Systems Administrator E-911 Admin Cell: 678-293-1085 Work Email: apichs@douglascountyga.gov	Radio Systems Administrator - Communication Infrastructure Technical Specialist The Radio Systems Administrator is the key technical expert responsible for the functionality and interoperability of all field communications.

Team Member	Team Responsibility/Role
	Key Responsibilities: • Technical Specialist: Provides subject matter expertise for all land mobile radio (LMR) systems, P25 trunking, and microwave backhaul. • Systems Diagnostics & Repair: Directs and coordinates emergency repairs for damaged or failed radio repeater sites, console systems, and field radios to restore mission-critical voice communications. • Interoperability: Manages the activation and configuration of inter-system gateway patches and mutual aid channel to ensure all responding agencies can communicate effectively (e.g., fire, police, EMS, public works).

ALPHA K-9 Unit

Volunteer K-9 search team.

ALPHA K-9 Unit Members – Douglas County

Team Member	Team Responsibility/Role
Unassigned Person	

CERT Team

CERT Team Members – Douglas County

Team Member	Team Responsibility/Role
Sara Chase - Deputy Director Emergency Management Work: 770-949-3007 Cell: 470-554-4099 Additional Number: [redacted] Work Email: schase@douglascountyga.gov	Deputy Director of Emergency Management - CERT Program Director (CPD) Is responsible for the overall strategic development, sustainment, and operational readiness of the Douglas County Community Emergency Response Team (CERT) program. The CPD ensures that the volunteer resources are properly trained, equipped, and integrated into the county's Emergency operations Plan (EOP) for response and recovery.

Team Member	Team Responsibility/Role
	Key Responsibilities: • Program Strategic Leadership: Provide the overall vision, leadership, and management for all aspects of the Douglas County CERT program, including long-term planning, resource acquisition, and compliance with national standards. • Training and Readiness: Oversee a robust, recurrent training and exercise program for all CERT volunteers, ensuring they maintain current certification and skills for tasks like search and rescue, disaster first aid, and shelter operations. • Activation and Deployment Protocol: Serve as the designated EOC Lead for CERT Operations in conjunction with the Operations Section Chief to ensure clear and safe activation, deployment, and demobilization procedures for all CERT teams.

Emergency Management Dive Team

Currently, Douglas County Dive Team has ceased operations. Douglas County EMA Director maintains a list of Dive Team resources available in the region.

Emergency Management Dive Team – Douglas County

Team Member	Team Responsibility/Role
James Queen - Director Emergency Management Work: 770-949-3007 Home: [redacted] Cell: 404-405-0635 Work Email: jqueen@douglascountyga.gov	Currently, Douglas County Dive Team has ceased operations. The Director of Emergency Management maintains a list of Dive Team resources available in the region.

Drone (UAS) Team

Douglasville Police Dept.

Drone (UAS) Team Members – Douglas County

Team Member	Team Responsibility/Role
J.R. Davidson - Deputy Chief Douglasville Police Department Administration Work: 678-293-1773 Cell: 678-293-1773 Work Email: davidsnj@douglasvillega.gov	GEMA/HS is also available to assist with UAS missions. Contact: Sheri Russo - (404) 290-9105 OR Jason Ritter - (404) 430.7933
Sheri Russo - Area 7 Field Coordinator Georgia Emergency Management and Homeland Security Agency Cell: 404-290-9105 Work Email: sheri.russo@gema.ga.gov	GEMA/HS is also available to assist with UAS missions. (Can not conduct Law Enforcement Sensitive Missions) Contact: Sheri Russo - (404) 290-9105 OR Jason Ritter - (404) 430.7933

Douglasville PD SWAT Team

Douglasville PD SWAT Team Members – Douglas County

Team Member	Team Responsibility/Role
J.R. Davidson - Deputy Chief Douglasville Police Department Administration Work: 678-293-1773 Cell: 678-293-1773 Work Email: davidsnj@douglasvillega.gov	

Annex D: Orders of Succession

Orders of Succession for Douglas County

The EOP has developed an Orders of Succession for all key positions held within the organization. Provided below are the title and name of each primary person currently holding each key position, followed by a list of designated successors. The successors are listed by title in order of precedence.

Who is authorized to activate the local Emergency Operations Center:

The Director of Emergency Management may activate the local Emergency Operations Center, or a consensus decision of at three of the other individuals listed.

Primary: Director - James Queen - Emergency Management

1. Deputy Director - Sara Chase - Emergency Management
2. Fire Chief - Miles Allen - Douglas County Fire/EMS Department
3. 911 Director - Katrina Harley - E-911 – Admin
4. Sheriff - Tim Pounds - Sheriff's Office - Chief Law Enforcement Officer
5. Police Chief - Gary Sparks - Douglasville Police Department - Administration

Who is authorized to declare a State of General Emergency:

Primary: Chairman - Romona Jackson Jones - Board of Commissioners - Executive

1. Vice Chair/Commissioner D4 - Mark Alcarez - Board of Commissioners - Commissioners

Who is the Main Point of Contact for this plan:

Primary: Director - James Queen - Emergency Management

1. Deputy Director - Sara Chase - Emergency Management

Who is the Public Information Officer:

Primary: Chief Communications Officer - Yvette Jones - Communications

1. Deputy Chief - J.R. Davidson - Douglasville Police Department – Administration

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Annex E: Testing, Training, and Exercises / Plan Maintenance

I. Purpose

This annex establishes the processes, roles, and responsibilities for reviewing, updating, and exercising the Douglas County Emergency Operations Plan (EOP). This ensure the EOP remains a living document that is relevant, current, and effective in preparing for, responding to, and recovering from emergencies and disasters.

II. Scope

This annex applies to all departments, personnel, partner agencies, and stakeholders with responsibilities outlined in the base EOP and its functional and hazard-specific annexes. It covers all exercises, reviews, and training activities designed to validate and improve the EOP.

III. Maintenance and Revision

A. Plan Custodian

Douglas County EMA is the executive agent for EOP management and maintenance and is accordingly responsible for its overall maintenance and integrity.

B. Annual Review

The EOP, including all functional and hazard-specific annexes, will be reviewed annually and updated periodically as required to incorporate new directives and changes based on lessons learned from exercises and actual events.

Changes include additions of new or supplementary material and deletions. No proposed change should contradict authorities or other plans contained in statute, order, or regulation. Any department or agency with assigned responsibilities under the EOP may propose a change to the plan. Douglas County EMA is responsible for coordinating all proposed modifications to the EOP with primary and support agencies and other stakeholders, as required. Douglas County EMA will also coordinate the review and approval for proposed modifications as required.

After coordination has been accomplished, including receipt of the necessary signed approval supporting the final change language, Douglas County EMA will issue an official Notice of Change. The notice will specify the date, number, subject, purpose, background, and action required, and provide the change language on one or more numbered and dated insert pages that will replace the modified pages in the EOP. Once published, the modifications will be considered part of the EOP for operational purposes pending formal revision and redistribution of the entire document. Interim changes can be further modified or updated using the above process and through BOLDPlanning system tools.

C. Update and Promulgation

Douglas County EMA will distribute Notices of Change to all participating agencies. Notices of Change to other organizations will be provided upon request.

Working toward continuous improvement, Douglas County EMA is responsible for an annual review and update of the EOP and complete revision every 5 years or more frequently if the County Commission or GEMA/HS deem necessary. The review and update process will consider lessons learned and best practices identified during exercises and actual events and incorporate new information technologies. Douglas County EMA will distribute revised EOP documents of the purpose of interagency review and concurrence.

IV. Testing and Training Program

A. Training

All personnel with assigned responsibilities under this EOP will receive regular training to ensure they understand their roles. Douglas County EMA will provide annual EOP training to relevant staff, and departments will develop and conduct specialized training for specific functions, such as operating specialized equipment or executing specific procedures outlined in their respective annexes.

Regular training:

- Validates and refines the plan. Exercises and drills, such as tabletop, functional, and full-scale exercises, are the primary way to test the EOP. They reveal strengths, identify gaps, weaknesses, or bottlenecks in procedures, policies, communication, and resource allocation before a real emergency occurs. This allows the county correct deficiencies and improve the plan.
- Builds competency and "muscle memory". Regular practice helps every department or agency with assigned responsibilities under the EOP to internalize their specific roles, responsibilities, and procedures. In a high-stress, real emergency, this muscle memory allows for quicker, more automatic, and coordinated responses, therefore reducing confusion and panic.
- Improve coordination and communication. Emergencies require multiple agencies and jurisdictions to work together effectively. Training exercises ensure these entities practice unified command, shared communications, and collaboration, therefore building essential relationships and mutual understanding.
- Ensures familiarity with equipment and systems. Exercises provide an opportunity to test the functionality of emergency equipment, communication networks, warning systems, and technology that are vital during a crisis.
- Increases confidence and reduces stress. Personnel who have trained for a scenario are more likely to remain calm, confident, and effective when responding to a real-world incident.
- Accommodate change. Regular training cycles are essential for familiarizing new staff and responders with the EOP and for training existing personnel on any updates, revisions, or new annexes to the plan.
- Sustains preparedness over time. Emergency planning is not a one-time event; it is a continuous cycle. Training and exercises are the key components of maintaining a constant

state of readiness and ensuring the whole community remains prepared for various hazards and threats.

B. Exercise Program

The State of Georgia requires each county emergency management agency to conduct a minimum of two exercises per fiscal year, host an annual Training and Exercise Planning Workshop, and conduct at least one full-scale exercise every 4 years. The current fiscal year reporting cycle runs from July 1 through June 30.

Actual occurrences may be used for full-scale credit if they meet the following requirements:

- A minimum of 3 emergency support functions must be activated.
- The EOC must activate, or ICS must establish on scene with control of multiple agencies.
- The incident must be an extraordinary event.
- Third party documentation must be attached to the exercise reports (i.e., a letter from the National Weather Service, news articles, etc.)

C. Exercise Schedule

Douglas County EMA will conduct a minimum of two exercises per GEMA/HS fiscal year.

V. Roles and Responsibilities

A. Emergency Management Director

- Oversee the entire testing, training, and maintenance program.
- Facilitates the annual EOP review.
- Approves the annual exercise schedule.

B. Department Heads and Stakeholders

- Provide subject matter expertise for plan reviews and updates.
- Participate in scheduled exercises and training sessions.
- Are responsible for implementing corrective actions related to their department.
- Maintain readiness of departmental resources.

C. Public Information Officer (PIO)

- Participates in exercises and ensures the EOP's public communication strategies are effective.

VI. Authorities and References

This annex is maintained in accordance with the EOP's base plan and follows guidelines from GEMA/HS and the Federal Emergency Management Agency (FEMA).

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Annex F: Risk Assessment

Cyber Security (Technological) **Risk Rating: 3.7 - High**

Probability = *Highly Likely*, Magnitude Severity = *Critical*, Warning Time = *Less Than 6 Hours*, Duration = *More Than 1 Week*

Risk Description	*Risk Impact*
The primary cyber security risk involves the loss of confidentiality, integrity, or availability of Douglas County information technology (IT) infrastructure and critical data. This includes systems utilized by county government and public safety agencies (e.g., Sheriff's Office). A successful cyber-attack could be executed by external threat actors (e.g., cybercriminals, nation-state, activists) or internal actors (e.g., malicious employees, accidental breaches). **Potential Threats and Attack Vectors:** – *Ransomware Attacks*: Malicious software that encrypts critical systems and data (financial, operational, employee PII, etc.), demanding a ransom for their release. This could severely impact county finance as well as public safety operations. – *Phishing and Social Engineering*: Targeting County employees to steal login credentials, leading to unauthorized network access and data breaches. – *Denial-of-Service (DoS/DDoS) Attacks*: Overwhelming network services and public-facing websites to render them unusable, disrupting communication and services during a crisis. – *Data Breach/Exfiltration*: Unauthorized access and theft of sensitive and protected data, including Personally Identifiable Information (PII) for employees, as well as confidential governmental and law enforcement records.	– **Public Safety/Emergency Response:** Compromise or shutdown of E-911/Dispatch systems, emergency alerting infrastructure, and critical communication networks (e.g., radio systems), severely degrading the County's ability to coordinate a multi-agency emergency response (per the LEOP). – **Operational and Financial:** Inability to access essential county services, including payroll, tax records, billing, and permitting. Significant financial losses due to recovery costs, ransom payments, regulatory fines, and legal liabilities. – **Data and Privacy:** Loss of public trust and significant legal consequences following the exposure of confidential records or employee PII. – **Reputation:** Long-term damage to the public image and credibility of the county government.

Hazardous Materials Incident (HAZMAT) (Man-Made Risk) **Risk Rating: 3.25 - High** Probability = *Likely*, Magnitude Severity = *Critical*, Warning Time = *Less Than 6 Hours*, Duration = *More Than 1 Week*	
Risk Description	*Risk Impact*
A hazardous materials event is the accidental release or spill of materials that have a detrimental impact on the environment, property, or life. These materials can be chemical, biological, radiological, nuclear, or explosive. Typically, an event is created by the result of a transportation accident, the mishandling of materials, or the malfunction of equipment at a fixed facility. Depending on the amount of released material, weather conditions, and the nature of the material itself, the scope and arrange of impacts can vary greatly. The most at-risk areas, other than primary transportation routes, are those businesses and industries which produce and handle the materials such as in manufacturing, energy production, or chemical processing.	Evacuation is the most common impact of a HAZMAT incident for people to avoid unprotected contact with the substance, which can result in death or serious injury. A process of shelter in place, isolating people and their property by safely closing themselves off from outside air at home or work, is another effective means of protection. Decontamination of equipment and buildings may be necessary before operations can be resumed. Response and recovery are often very expensive and harmful to responders and the general population.

Severe Storms and Lightning (Natural Risk) **Risk Rating: 3.1 - High** Probability = *Highly Likely*, Magnitude Severity = *Limited*, Warning Time = *Less Than 6 Hours*, Duration = *Less Than 6 Hours*	
Risk Description	*Risk Impact*
Under the "severe weather" we usually refer to inclement weather during summer and spring months, characterized by strong thunderstorms with strong winds, occasional hail, and lighting. Equally severe winter weather is analyzed separately under "Severe Winter Weather" hazard. Hail can also be a destructive aspect of severe thunderstorms. Hailstones are created when strong rising currents of air called updrafts carry water droplets high into the upper reaches of thunderstorms where they freeze. These frozen water droplets fall back toward the earth in downdrafts. In their descent, these frozen droplets bump into and coalesce with unfrozen water droplets and are then carried back up high within the storm where they refreeze into	All people and assets within the Douglas County are considered to have the same degree of exposure to the severe weather hazard. Within the county, the risk to people and property from the high wind hazard cannot be distinguished by area; the hazard is expected to have a relatively uniform probability of occurrence across the entire planning area.

larger frozen drops. This cycle may repeat itself several times until the frozen water droplets become so large and heavy that the updraft can no longer support their weight. Eventually, the frozen water droplets fall back to earth as hailstones. Hail causes more monetary loss than any other type of severe weather related to thunderstorms. Annually, the United States suffers about $1 B in crop damage from hail. Storms that produce hailstones only the size of a dime can produce dents in the tops of vehicles, damage roofs, break windows and cause significant injury or even death. Unfortunately, hail is often much larger than a dime and can fall at speeds in excess of 100 mph. Lightning. Finally, one of the most frightening aspects of thunderstorms is lightning. Lightning kills nearly one hundred people every year in the United States and injures hundreds of others. A possible contributing reason for this is that lightning victims frequently are struck before or just after the occurrence of precipitation at their location. Many people apparently feel safe from lightning when they are not experiencing rain. Lightning tends to travel the path of least resistance and often seeks out tall or metal objects. With lightning however, it's all relative. A 'tall' object can be an office tower, a home, or a child standing on a soccer field. Lightning can and does strike just about any object in its path. Some of the most dangerous and intense lightning may occur with severe thunderstorms during the summer months, when outdoor activities are at their peak.	

Flood (Natural Risk)	**Risk Rating: 3.0 - High**
Probability = *Likely*, Magnitude Severity = *Critical*, Warning Time = *6-12 Hours*, Duration = *Less Than 1 Week*	
Risk Description	*Risk Impact*
Flooding is the most prevalent and costly disaster in the United States. Flooding occurs when water, due to dam failures, rain, or	Since flash floods are often localized, they will tend to drain quicker and cause less damage than a riverine flood. Riverine flooding can last

melting snows, exceeds the absorptive capacity of the soil and the flow capacity of rivers, streams or coastal areas. At this point, the water concentration hyper extends the capacity of the flood way and the water enters the floodplain. Floods are most common in seasons of rain and thunderstorms and pose the greatest risk to infrastructure and facilities which exist within an established floodplain. Intense rainfall, accompanying the large thunderstorms, may result in water flowing rapidly from higher elevations into valleys, collecting in, and sometimes overtopping the low-lying streams. Various types of floods can happen quickly in the form of a flash flood or accumulate seasonally over a period of weeks as is the case in a riverine flood. Flooding can occur anytime throughout the year but is typically associated with the spring season. Additionally, extremely low temperatures compounded by poor insulation or a lack of maintenance can cause a facility's water main or other pipes to burst.	for short period or up to weeks depending on the amount of water affecting the ground and drainage systems saturation. A water main or pipe burst will continue to flood until the appropriate valves can be accessed and the water flow terminated. All three types of flooding can cause direct damage to electrical equipment, vehicles, and render a facility unusable for a period of time. Prolonged flooding can render a structure unusable for humans due to the growth of mold and other bacteria that thrive in cold, damp, and dark environments. There is also a risk of cross-contamination between broken drinking water supply lines and sewage lines. Floods can result in a partial to complete loss of a facility severely hindering operational effectiveness. Quickly flowing water resulting from flooding can damage or destroy bridges and roadways creating transportation disruption. Additionally, intense flooding can be expected to disrupt the electrical grid and communications systems.

Tornado (Natural Risk)	**Risk Rating: 2.8 - Moderate**
Probability = *Possible*, Magnitude Severity = *Catastrophic*, Warning Time = *Less Than 6 Hours*, Duration = *Less Than 6 Hours*	
Risk Description	*Risk Impact*
A tornado is a violently rotating column of air extending from a thunderstorm to the ground. Tornadoes are the most violent of all atmospheric storms and are capable of tremendous destruction. Wind speeds can exceed 250 mph, and damage paths can be more than one mile wide and 50 miles long. In an average year, more than 900 tornadoes are reported in the United States, resulting in approximately 80 deaths and more than 1,500 injuries. Although tornadoes have been documented on every continent, they occur most frequently in the United States east of the Rocky Mountains. Most tornadoes and tornado-related deaths and injuries occur during the months of April, May, and June.	Impacts of a Tornado may result in partial or complete loss of facilities. Tornado events could result in a temporary loss of power and/or phone service lasting from a few hours to several days, Results could complicate communication with staff as well as impede standard operations.

However, tornadoes have struck in every month. Similarly, while most tornadoes occur between 3:00 and 9:00 p.m., a tornado can strike at any time.	

Fire (Man-Made Risk)	**Risk Rating: 2.7 - Moderate**
Probability = *Possible*, Magnitude Severity = *Critical*, Warning Time = *Less Than 6 Hours*, Duration = *Less Than 1 Week*	
Risk Description	*Risk Impact*
A fire is the exothermic chemical process of combustion that consumes oxygen and releases heat, light, and often a host of smoke and other materials. Fires can start under various circumstances such as arson, lightning, burning chemicals such as natural gas or petroleum, or from malfunctioning electronics.	Fires have a lasting impact in terms of the property they destroy and the lives it may take either through direct contact and burning, known as conflagration, or through the chemicals released through its smoke. A fire's smoke can contain hazardous chemicals that can be breathed by people causing health effects ranging from temporary illness to death. Additionally, its smoke can leave a residue throughout a facility rendering it unusable for a period of time. Clean-up costs from a fire's smoke can be extremely costly. If a fire burns uncontrollably, it has the potential to destroy an entire facility or even jump to another structure and continue its path of destruction. Fires of any size, scale, or intensity will severely disrupt operations.

Drought (Natural Risk)	**Risk Rating: 2.5 - Moderate**
Probability = *Likely*, Magnitude Severity = *Limited*, Warning Time = *24+ Hours*, Duration = *More Than 1 Week*	
Risk Description	*Risk Impact*
The definition of drought is a prolonged period of moisture deficiency. Drought is a normal, recurrent feature of climate. It occurs almost everywhere, although its features vary from region to region. These conditions originate from a deficiency of precipitation over an extended period of time, resulting in a water shortage. Drought conditions affect the development of crops and livestock as well as a water availability and water quality. Drought	There is potential for drought extending over a period of years in this part of the country, although as discussed in text, there are various levels of drought, as expressed by the PDSI scale.

is also a key factor in wildfire development by making natural fuels (grass, brush, trees, dead vegetation) more prone to fires.	

Extreme Weather – Winter Storm (Natural Risk) **Risk Rating: 1.95 - Low** Probability = *Possible*, Magnitude Severity = *Limited*, Warning Time = *24+ Hours*, Duration = *Less Than 1 Week*	
Risk Description	*Risk Impact*
A winter storm can be characterized by multiple severe elements: including strong winds, ice, heavy or prolonged snow, sleet, and extreme temperatures. Winter storms can be disproportionately hazardous in areas and regions that only see winter storms intermittently. Winter storms are typically anticipated, but like other storm fronts, the severity of a storm is not as easily predicted and even when it is, the window of notification can range from a few hours to under an hour. Although meteorologists can estimate total precipitation amounts the actual effects can vary based on moisture content, ice, winds and/or recent, prior weather. An ice storm is used to describe occasions when damaging accumulations of ice are expected or freezing rain has the potential to adhere to low temp surfaces accelerating accumulation. Significant accumulations pull down trees, limbs and above ground utility lines resulting in loss of power and communication. These accumulations of ice make all forms of transit dangerous, including for pedestrians. Significant ice accumulations are usually ¼" or greater. The duration and range of temperatures have a significant impact on the severity of the storm, particularly in cases where labile temperatures cause thawing and refreezing. Winds can transform even moderate snowfall into visibility hampering events and make road traffic significantly more dangerous.	Winter storms can pose risk to life and property, as well as have numerous effects on operations and performance: they can immobilize entire regions, block roads, railways, and close airports. Heavy snow, ice, and freezing rain can bring down trees, utility poles, collapse roofs, and communications towers. The long-term economic impact from a winter storm can be significant both because of direct damage but also in regard to lost economic activity. Heavy snow and ice can accumulate on power lines, bringing them down, and creating power grid disruptions. Please see the risk assessment on power outages for more information on the effects of downed power lines. Low temperatures can place unprepared people at risk from exposure-related risks such as hypothermia. This risk can be compounded by heavy snow fall which may leave people trapped in their homes or on roadways. Additionally, the traffic congestion that may arise from heavy snow or ice can not only delay or prevent people from performing daily operations but can also put them at a higher risk of traffic accidents or fatalities. Extremely low temperatures coupled with an inability or lowered ability to heat a facility can cause water pipes to burst, creating additional recovery and structural problems. The combination of impacts caused by a winter storm can be far reaching. The impact on transportation can create staffing problems as well as shipping and receiving delays. Any loss

	of life will have lasting impacts while daily operations will be difficult if any power outages or communication disruptions occur.

Dam or Levee Failure (Man-Made Risk) **Risk Rating: 1.75 - Low** Probability = *Unlikely*, Magnitude Severity = *Limited*, Warning Time = *Less than 6 Hours*, Duration = *Less Than 6 Hours*	
Risk Description	*Risk Impact*
Dams and Levees are regularly evaluated and tested for structural safety and integrity. But failures do occur, and in those cases, losses are usually severe. Weakening of levees over time, or as a result of weather events exceeding the levee's level of support, can cause the levee to be overtopped or breached, thus increasing the chance of flooding. Severe silting and/or subsidence of underlying soils can also compromise dam and levee integrity. Homeowners and renters' insurance policies usually do not cover flood loss; therefore, FEMA strongly encourages those who live and work behind levees to consider flood insurance as financial security from an event. Dams and ponds holding slurry mixtures can release thousands of gallons of waste water contaminated with heavy metals and coal ash byproducts. The Kingston Fossil Plant TVA Dam failure in 2008 in Kingston, TN released over 1.1 billion gallons of coal ash into the Clinch River, there is as of yet, no definitive end in sight to remediation. The levee breeches during Hurricane Katrina in New Orleans in 2005 were stark reminders of the near complete destruction that can occur at urban centers dependent on levees for water control.	The costs and damage assessments for dam or levee failure can take weeks to months, with mold, secondary hazards such as electrical damage and historic site rehabilitation complicating scenarios. Federal subsidies and grants may assist with the buyback of SRL properties but will not temper the long-term reticence of populations to rebuild near or around waterways.

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Annex G: Risk Specific Action List

As part of the COOP development process, Douglas County has identified specific risks that pose a threat to its operations. For each risk, Douglas County has also developed a list of action items designed to either eliminate the risk from occurring or help reduce the effects of the risk to manageable levels. Provided below are the risks identified Douglas County and a checklist of the actions for each risk.