

# 2010 Compliance Matrix

Section	Task	Source	Number
<b>CPG 101: Developing and Maintaining State, Territorial, Tribal, and Local Government Emergency Plans (2009)</b>			
<b>Promulgation Document/ Signature Page</b>			
Preface	Include a Promulgation Statement signed by the jurisdiction's senior elected or appointed official(s).	CPG 101 (2009)	p. C-5
<b>Approval and Implementation</b>			
Preface	Include a delegation of authority for specific modifications that can be made to the plan and by whom they can be made WITHOUT the senior official's signature.	CPG 101 (2009)	p. C-5
Preface	Include a date and ensure that the page is signed by the senior official(s) (e.g., governor, Tribal leader[s], mayor, county judge, commissioner (s)).	CPG 101 (2009)	p. C-5
<b>Table Of Contents</b>			
Preface	List/identify the major sections/chapters and/or key elements within the EOP.	CPG 101 (2009)	p. C-5
<b>Hazard Analysis Summary</b>			
Basic Plan	Summarize/identify the hazards that pose a unique risk to the jurisdiction and would result in the need to activate this plan (e.g., threatened or actual natural disasters, acts of terrorism, or other man-made disasters).	CPG 101 (2009)	p. C-5
Basic Plan	Summarize/identify the probable high-risk areas (population, infrastructure, and environmental) that are likely to be impacted by the defined hazards (e.g., special-needs facilities, wildlife refuges, types/numbers of homes/businesses in floodplains, areas around chemical facilities).	CPG 101 (2009)	p. C-6
Basic Plan	Summarize/identify the likelihood that the defined hazards have occurred and will continue to occur within the jurisdiction (e.g., historical frequency, probable future risk, national security threat assessments).	CPG 101 (2009)	p. C-6
Basic Plan	Describe how the intelligence from threat analysis via State/Local fusion centers, joint terrorism task forces, national intelligence organizations, etc., has been incorporated into the jurisdiction's Hazard Analysis.	CPG 101 (2009)	p. C-6
Basic Plan	Describe how CIKR protection activities have been incorporated into the vulnerability and impact analysis.	CPG 101 (2009)	p. C-6
Basic Plan	Describe how agricultural; food supply; cyber security; chemical, biological, radiological, and/or nuclear explosive (CBRNE) events; and pandemics (those located/originating in the jurisdiction, as well as a nonlocal,nationwide,or global event) have been assessed and incorporated into the jurisdiction's Hazard Analysis.	CPG 101 (2009)	p. C-6

Basic Plan	Describe the assumptions made and the methods used to complete the jurisdiction's Hazard Analysis, including what tools or methodologies were used to complete the analyses (e.g., a State's Hazard Analysis and Risk Assessment Manual, Mitigation Plan guidance, vulnerability assessment criteria, consequence analysis criteria).	CPG 101 (2009)	p. C-6
Basic Plan	Include maps that show the high-risk areas that are likely to be impacted by the identified hazards (e.g., residential/commercial areas within defined floodplains, earthquake fault zones, vulnerable zones for hazardous materials, facilities/routes, areas within ingestion zones for nuclear power plants, critical infrastructure).	CPG 101 (2009)	p. C-6
Basic Plan	Describe/identify the hazards that could originate in a neighboring jurisdiction and could create hazardous conditions in this jurisdiction (e.g., watershed runoff, chemical incident, riot/terrorist act).	CPG 101 (2009)	p. C-6
Basic Plan	Describe/identify the unique time variables that may influence the Hazard Analysis and preplanning for the emergency (e.g., rush hours, annual festivals, seasonal events, how quickly the event occurs, the time of day that the event occurs).	CPG 101 (2009)	p. C-6
<b>Capability Assessment</b>			
Basic Plan	Summarize the jurisdiction's prevention, protection, response, and recovery capabilities involving the defined hazards.	CPG 101 (2009)	p. C-7
Basic Plan	Describe the jurisdiction's limitations on the basis of training, equipment, or personnel.	CPG 101 (2009)	p. C-7
Basic Plan	Describe the methods used and agencies involved in a formal capability assessment, including how often to conduct the assessment.	CPG 101 (2009)	p. C-7
Basic Plan	Describe methods used and NGOs (business, not-for-profit, community, and faith based) involved in formal community capability assessment, including how often to conduct the assessment.	CPG 101 (2009)	p. C-7
<b>Mitigation Overview</b>			
Basic Plan	Provide a brief overview of the mitigation programs used locally to reduce the chance that a defined hazard will impact the community (e.g., move homes/businesses out of floodplain, establish and enforce zoning/building codes, install surveillance cameras, conduct cargo surveillance and screening), including short- and long-term strategies.	CPG 101 (2009)	p. C-7
Basic Plan	Identify potential protection, prevention, and mitigation strategies for high-risk targets.	CPG 101 (2009)	p. C-7
Basic Plan	Describe the procedures used to develop sector-specific protection plans, including critical infrastructure systems and facilities, port security, transportation security, food chain, food and medical production/supply, and cyber security.	CPG 101 (2009)	p. C-7

Basic Plan	Describe the procedures used to educate and involve the public in the mitigation programs (e.g., building safe rooms/homes, home relocation, streambed cleaning).	CPG 101 (2009)	p. C-7
Basic Plan	Describe the process and agencies used to develop Mitigation Plans and how these are coordinated with Local, State, Tribal, and Federal agencies/plans.	CPG 101 (2009)	p. C-7
<b>Concept of Operations</b>			
Basic Plan	Describe who has the authority to activate the plan (e.g., EMA office, Chief Elected Official, State Official, Fire/Police Chief).	CPG 101 (2009)	p. C-7
Basic Plan	Describe the process, templates, and individuals involved in issuing a declaration of emergency for a given hazard and how the declaration will be coordinated with neighboring jurisdictions and the State.	CPG 101 (2009)	p. C-7
Basic Plan	Describe how legal questions/issues are resolved as a result of preparedness, response, or recovery actions, including what liability protection is available to responders.	CPG 101 (2009)	p. C-8
Basic Plan	Describe the process by which the EMA office coordinates with all appropriate agencies, boards, or divisions within the jurisdiction.	CPG 101 (2009)	p. C-8
Basic Plan	Describe how emergency plans take into account special-needs populations and service or working animals.	CPG 101 (2009)	p. C-8
Basic Plan	Describe how emergency plans take into account companion and farm animal care.	CPG 101 (2009)	p. C-8
Basic Plan	Identify other response/support agency plans that directly support the implementation of this plan (e.g., hospital, school emergency, facility plans).	CPG 101 (2009)	p. C-8
<b>Organization and Assignment of Responsibilities</b>			
Basic Plan	Identify/outline the responsibilities assigned to each organization that has a mission assignment defined in the plan.	CPG 101 (2009)	p. C-8
Basic Plan	Describe how prevention roles and responsibilities will be addressed, including linkages with Fusion Centers where applicable.	CPG 101 (2009)	p. C-8
Basic Plan	Describe how roles and responsibilities for CIKR protection are managed within the jurisdiction.	CPG 101 (2009)	p. C-8
Basic Plan	Describe how roles and responsibilities will be determined for unaffiliated volunteers and how to incorporate these individuals into the emergency operation.	CPG 101 (2009)	p. C-8
Basic Plan	Describe/identify what Mutual Aid Agreements are in place for the quick activation and sharing of resources during an emergency.	CPG 101 (2009)	p. C-8
Basic Plan	Describe how the jurisdiction maintains a current list of available NIMS Typed Resources and Credentialed Personnel.	CPG 101 (2009)	p. C-8
Basic Plan	Describe how all tasked organizations maintain current notification rosters, SOPs, and checklists to carry out their assigned tasks.	CPG 101 (2009)	p. C-9

Basic Plan	Provide a matrix that summarizes which tasked organizations have the primary lead versus a secondary support role for each defined response function.	CPG 101 (2009)	p. C-9
Basic Plan	Describe the jurisdiction's policies regarding public safety enforcement actions required to maintain the public order during a crisis response, including teams of enforcement officers needed to handle persons who are disrupting the public order, violating laws, requiring quarantine, etc.	CPG 101 (2009)	p. C-9
<b>Direction, Control, and Coordination</b>			
Basic Plan	Identify who has tactical and operational control of response assets.	CPG 101 (2009)	p. C-9
Basic Plan	Discuss multijurisdictional coordination systems and processes used during an emergency.	CPG 101 (2009)	p. C-9
<b>Information Collection and Dissemination</b>			
Basic Plan	Identify intelligence position (e.g., fusion center liaison) requirements for the EOC's planning section.	CPG 101 (2009)	p. C-9
Basic Plan	Describe plans for coordination between the planning section and the jurisdiction's fusion center.	CPG 101 (2009)	p. C-9
Basic Plan	Describe information dissemination methods (e.g., verbal, electronic, graphics) and protocols.	CPG 101 (2009)	p. C-9
Basic Plan	Describe critical information needs and collection priorities.	CPG 101 (2009)	p. C-9
Basic Plan	Describe long-term information collection and dissemination strategies.	CPG 101 (2009)	p. C-9
Basic Plan	Describe collaboration with the general public, to include sector-specific watch programs.	CPG 101 (2009)	p. C-9
<b>Communication</b>			
Basic Plan	Describe the framework for delivering communications support and how the jurisdiction's communications integrate into the regional or national disaster communications network.	CPG 101 (2009)	p. C-10
Basic Plan	Identify and summarize separate interoperable communications plans.	CPG 101 (2009)	p. C-10
<b>Administration, Finance, and Logistics</b>			
Basic Plan	Describe the process and agencies used to document the actions taken during and after the emergency (e.g., incident and damage assessment, incident command logs, cost recovery).	CPG 101 (2009)	p. C-10

Basic Plan	Describe/summarize the reasons for documenting the actions taken during both the response and recovery phases of the disaster (e.g., create historical records, recover costs, address insurance needs, develop mitigation strategies).	CPG 101 (2009)	p. C-10
Basic Plan	Include copies of the reports that are required (e.g., cost recovery, damage assessment, incident critique, historical record).	CPG 101 (2009)	p. C-10
Basic Plan	Describe the agencies and procedures used to create a permanent historical record of the event (After-Action Report) and include information identifying the actions taken, resources expended, economic and human impacts, and lessons learned as a result of the disaster.	CPG 101 (2009)	p. C-10
<b>After Action Review</b>			
Basic Plan	Describe the reasons and need to conduct an AAR (e.g., review actions taken, identify equipment shortcomings, improve operational readiness, highlight strengths/initiatives).	CPG 101 (2009)	p. C-10
Basic Plan	Describe the methods and agencies used to organize and conduct an AAR of the disaster, including how recommendations are documented to improve local readiness (e.g., change plans/procedures, acquire new or replace outdated resources, retrain personnel).	CPG 101 (2009)	p. C-10
Basic Plan	Describe the links and connections between the processes used to critique the response to an emergency/disaster and the processes used to document recommendations for the jurisdiction's exercise program.	CPG 101 (2009)	p. C-10
Basic Plan	Describe how the jurisdiction ensures that the deficiencies and recommendations identified during an AAR are corrected/completed.	CPG 101 (2009)	p. C-10
<b>Finance</b>			
Basic Plan	Describe/identify the various programs that allow Local political jurisdictions and their response/support agencies to recover their costs (e.g., Small Business Administration [SBA], Public Assistance Program).	CPG 101 (2009)	p. C-10
Basic Plan	Describe the procedures agencies follow to document the extraordinary costs incurred during response and recovery operations (e.g., personnel overtime, equipment used/expended, contracts initiated).	CPG 101 (2009)	p. C-11
Basic Plan	Describe/identify the programs and how the jurisdiction assists the general public to recover their costs and begin rebuilding (e.g., SBA, unemployment, worker's compensation).	CPG 101 (2009)	p. C-11
Basic Plan	Describe the methods used to educate responders and Local officials about the cost recovery process.	CPG 101 (2009)	p. C-11
Basic Plan	Describe the impact and role that insurance has in recovering costs (e.g., self-insured, participation in the National Flood Insurance Program [NFIP], homeowner policies).	CPG 101 (2009)	p. C-11
<b>Logistics</b>			
Basic Plan	Describe/identify the procedures and agencies involved in using the existing hazard analysis and capability assessment to identify what resources are needed for a response to a defined hazard, including using past incident critiques to identify/procure additional resources.	CPG 101 (2009)	p. C-11

Basic Plan	Describe/identify the steps taken to overcome the jurisdiction's identified resource shortfalls, including identifying the resources that are only available outside the jurisdiction (e.g., HAZMAT, Water Rescue, Search and Rescue teams, CBRNE) and the procedures to request those resources.	CPG 101 (2009)	p. C-11
Basic Plan	Provide a brief summary statement about specialized equipment, facilities, personnel, and emergency response organizations currently available to respond to the defined hazards. Note: A Tab to the plan or a separate Resource Manual should be used to list the types of resources available, amounts on hand, locations maintained, and any restrictions on use.	CPG 101 (2009)	p. C-11
Basic Plan	Describe the process used to identify private agencies/contractors that will support resource management issues (e.g., waste haulers, spill contractors, landfill operators). Identify existing Memorandums of Agreement or Understanding and contingency contracts with these organizations.	CPG 101 (2009)	p. C-11
<b>Plan Development and Maintenance</b>			
Basic Plan	Describe how this plan was coordinated with the EOPs from adjoining/intra-State Regional jurisdictions to include Local political subdivisions that develop their own EOPs in accordance with State statute.	CPG 101 (2009)	p. C-11
Basic Plan	Describe the process used to review and revise the plan each year or — if changes in the jurisdiction warrant (e.g., changes in administration or procedures, newly added resources/training, revised phone contacts or numbers) — more often.	CPG 101 (2009)	p. C-11
Basic Plan	Describe the responsibility of each organization/agency (governmental and NGO) to review and submit changes to its respective portion(s) of the plan.	CPG 101 (2009)	p. C-11
Basic Plan	Identify/summarize to whom the plan is distributed, including whether it is shared with other jurisdictions. Include a plan distribution list. Note: This list can be included as a Tab to the plan.	CPG 101 (2009)	p. C-11
Basic Plan	Describe/identify how or where the plan is made available to the public.	CPG 101 (2009)	p. C-11
Basic Plan	Summarize the process used to submit the plan for review, coordination, and/or evaluation by other jurisdictions/organizations.	CPG 101 (2009)	p. C-12
Basic Plan	Include a page to document when the changes are received and entered into the plan.	CPG 101 (2009)	p. C-12
<b>Authorities and References</b>			
Basic Plan	Identify/describe the Local, State, and Federal laws that specifically apply to the development and implementation of this plan.	CPG 101 (2009)	p. C-12
Basic Plan	Identify/describe the reference manuals used to develop the plan and/or help prepare for and respond to disasters or emergencies.	CPG 101 (2009)	p. C-12

Basic Plan	Identify/define the words, phrases, acronyms, and abbreviations that have special meanings with regard to emergency management and are used repeatedly in the plan.	CPG 101 (2009)	p. C-12
<b>Functional Annexes</b>			
General	Describe/identify the procedures and agencies used to receive and document the initial notification that an emergency has occurred.	CPG 101 (2009)	p. C-12
General	Describe/identify plans, procedures, and polices for coordinating, managing, and disseminating notifications effectively to alert/dispatch response and support agencies (e.g., 911 Centers, individual Fire/Police dispatch offices, call trees) under all hazards and conditions.	CPG 101 (2009)	p. C-12
General	Describe/identify the procedures and agencies used to notify and coordinate with adjacent jurisdiction(s) about a local emergency that may pose a risk (e.g., flash flood, chemical release, terrorist act).	CPG 101 (2009)	p. C-12
General	Describe the use of Emergency Condition/Action Levels in the initial notification process (e.g., Snow Emergency Levels 1–3, Chemical Levels 1–3, Crisis Stages 1–4).	CPG 101 (2009)	p. C-12
<b>Incident Assessments</b>			
General	Describe the procedures used by first response agencies to gather essential information and assess the immediate risks posed by the emergency.	CPG 101 (2009)	p. C-13
General	Describe how the initial assessment is disseminated/shared in order to make protective action decisions and establish response priorities, including the need to declare a state of emergency.	CPG 101 (2009)	p. C-13
General	Describe/identify the procedures and agencies used to monitor the movement and future effects that may result from the emergency.	CPG 101 (2009)	p. C-13
<b>Incident Command</b>			
General	Describe/identify who is in charge and has the overall responsibility to coordinate response operations (e.g., Fire for chemical, Police for riot, Mayor for natural hazard), including how they will share command should the incident cross multiple jurisdictional boundaries.	CPG 101 (2009)	p. C-13
General	Describe the procedures used to implement a NIMS-compliant ICS and coordinate response operations, including identifying the key positions used to staff the ICS (e.g., Operations, Agency Liaisons, Safety) and using NIMS forms.	CPG 101 (2009)	p. C-13
General	Describe how/where an Incident Command Post (ICP) will be established (e.g., chief’s car, command bus, nearest enclosed structure) and how it will be identified during the emergency (e.g., green light, flag, radio call).	CPG 101 (2009)	p. C-13
General	Describe the process used to coordinate activities between the ICP and an activated EOC, including how/when an IC can request the activation of an EOC.	CPG 101 (2009)	p. C-13
General	Describe the procedures used to coordinate direct communications between the on-scene responders, as well as with the off-scene agencies that have a response role (e.g., Hospital, ARC, Health).	CPG 101 (2009)	p. C-13
General	Describe the process that the IC will use to secure additional resources/support when local assets are exhausted or become limited, including planned State, Federal, and private assets.	CPG 101 (2009)	p. C-13

General	Describe the process that the IC will use to coordinate and integrate the unplanned arrival of individual citizens and volunteer groups into the response system and to clarify their limits on liability protection.	CPG 101 (2009)	p. C-13
<b>Emergency Operations Center (EOC)</b>			
General	Describe the purpose and functions of an EOC during an emergency or declared disaster.	CPG 101 (2009)	p. C-13
General	Describe/identify under what conditions the jurisdiction will activate an EOC and who makes this determination.	CPG 101 (2009)	p. C-13
General	Identify the primary and alternate sites that will likely be used as an EOC for the jurisdiction (e.g., City Hall, Fire Department, EMA Office, dedicated facility).	CPG 101 (2009)	p. C-13
General	Describe the process used to activate the primary or an alternate EOC (e.g., staff notification, equipment setup), including the procedures needed to move from one EOC to another.	CPG 101 (2009)	p. C-14
General	Identify who's in charge of the EOC (e.g., EMA Director, Chief Elected Official, Fire/Police Chief, Department/ Agency Director), and describe how operations will be managed in the EOC.	CPG 101 (2009)	p. C-14
General	Describe/identify the EOC staff and equipment requirements necessary for an EOC (e.g., first response liaisons, elected officials, support agencies, communications, administrative support).	CPG 101 (2009)	p. C-14
General	Describe/identify the procedures used to gather and share pertinent information between the scene, outside agencies, and the EOC (e.g., damage observations, response priorities, resource needs), including sharing information between neighboring and State EOCs.	CPG 101 (2009)	p. C-14
General	Describe the EOC's abilities to manage an emergency response that lasts longer than 24 hours (e.g., staffing needs, shift changes, resource needs, feeding, alternate power).	CPG 101 (2009)	p. C-14
General	Describe the plans and procedures to transition from response to recovery operations.	CPG 101 (2009)	p. C-14
General	Describe the process used to deactivate/close the EOC (e.g., staff releases, equipment cleanup, documentation).	CPG 101 (2009)	p. C-14
General	Identify the lead official and at least two alternates responsible for staffing each key position at the primary EOC, as well as the alternates (if different) to be consistent with NIMS.	CPG 101 (2009)	p. C-14
General	Describe procedures for routinely briefing senior elected officials not present in the EOC on the emergency situation (e.g., Governor, Commissioner, Administrative Judge, Mayor, City Council, Trustees) and for authorizing emergency actions (e.g., declare an emergency, request State and Federal assistance, purchase resources).	CPG 101 (2009)	p. C-14
General	Provide a diagram of the primary and alternate EOCs (e.g., locations, floor plans, displays) and describe/identify the critical communications equipment available/needed (e.g., phone numbers, radio frequencies, faxes).	CPG 101 (2009)	p. C-14
General	Provide copies of specific NIMS-compliant forms or logs to be used by EOC personnel.	CPG 101 (2009)	p. C-14
<b>Continuity of Government/Operations</b>			

General	Describe essential functions, such as providing vital services, exercising civil authority, maintaining the safety and well-being of the populace, and sustaining the industrial/economic base in an emergency.	CPG 101 (2009)	p. C-14
General	Describe plans for establishing Recovery Time Objectives (RTOs) or recovery priorities for each essential function.	CPG 101 (2009)	p. C-14
General	Identify personnel and/or teams needed to perform essential functions.	CPG 101 (2009)	p. C-14
General	Describe key elements for establishing orders of succession.	CPG 101 (2009)	p. C-14
General	Describe plans for human resource management.	CPG 101 (2009)	p. C-14
General	Describe the arrangements in place that support decision making with regard to implementing response and recovery functions (e.g., resolutions that allow the County Administrator to act on behalf of the Commissioners to suspend normal bidding regulations for purchasing equipment or establishing contracts).	CPG 101 (2009)	p. C-14
General	Describe the arrangements in place to protect records deemed essential for government functions (e.g., tax records, birth/death/marriage certificates, payroll and accounting data).	CPG 101 (2009)	p. C-15
General	Describe the processes that will be used to identify the critical and time-sensitive applications, processes, and functions that need to be recovered and continued following an emergency or disaster (e.g., business impact analysis, business continuity management, vital records preservation, alternate operating facilities), as well as the personnel and procedures necessary to do so.	CPG 101 (2009)	p. C-15
General	Predetermine delegations of authority.	CPG 101 (2009)	p. C-15
General	Identify continuity/alternate facilities.	CPG 101 (2009)	p. C-15
General	Identify continuity communications.	CPG 101 (2009)	p. C-15
General	Identify and protect vital records.	CPG 101 (2009)	p. C-15
General	Develop test, training, and exercise.	CPG 101 (2009)	p. C-15
General	Develop devolution of control and direction.	CPG 101 (2009)	p. C-15
General	Develop evaluations, after-action reports, and lesson learned.	CPG 101 (2009)	p. C-15

General	Develop corrective action plans.	CPG 101 (2009)	p. C-15
<b>Communications</b>			
ESF-2	Describe/identify the procedures and personnel used to manage communications between the on-scene personnel/agencies (e.g., radio frequencies/tactical channels, cell phones, data links, Command Post (CP) Liaisons, communications vehicle/van) in order to establish and maintain a common operating picture of the event.	CPG 101 (2009)	p. C-15
ESF-2	Describe/identify the procedures and agencies used to identify and overcome communications shortfalls (e.g., personnel with incompatible equipment, use of ARES/RACES at the CP/off-site locations, CB radios).	CPG 101 (2009)	p. C-15
ESF-2	Describe/identify the procedures and personnel used to manage communications between the on-scene and off-site personnel/agencies (e.g., shelters, hospitals, EMA).	CPG 101 (2009)	p. C-15
ESF-2	Describe the procedures used by 911/Dispatch Centers to support/coordinate communications for the on-scene personnel/agencies, including alternate methods of service if 911/Dispatch is out of operation (e.g., resource mobilization, documentation, backup).	CPG 101 (2009)	p. C-15
ESF-2	Describe the arrangements that exist to protect emergency circuits with telecommunications service priority for prompt restoration/provisioning.	CPG 101 (2009)	p. C-15
ESF-2	Describe/identify the procedures used by an EOC to support and coordinate communications between the on and off-scene personnel and agencies.	CPG 101 (2009)	p. C-15
ESF-2	Describe/identify the interoperable communications plan and compatible frequencies used by agencies during a response (e.g., who can talk to whom, including contiguous Local, State, and private agencies).	CPG 101 (2009)	p. C-15
ESF-2	Describe how 24-hour communications are provided and maintained.	CPG 101 (2009)	p. C-15
<b>Warning</b>			
General	Describe/identify the procedures and agencies used to initiate/disseminate the initial notification that a disaster or threat is imminent or has occurred (e.g., EAS activation, door-to-door, sirens, cable/TV messages).	CPG 101 (2009)	p. C-16
General	Describe the use of Emergency Condition Levels (ECLs) in the public notification process (e.g., snow emergencies, HAZMAT incidents, nuclear power plant events).	CPG 101 (2009)	p. C-16
General	Describe the procedures and agencies used to alert special-needs populations in the workplace, public venues, and in their homes.	CPG 101 (2009)	p. C-16
General	Include pre-scripted EAS messages for identified hazards.	CPG 101 (2009)	p. C-16
<b>Emergency Public Notification</b>			

ESF-15	Describe/identify the procedures and agencies used to provide continuous and accessible public information about the disaster (e.g., media briefings, press releases, cable interruptions, EAS), secondary effects, and recovery activities.	CPG 101 (2009)	p. C-16
ESF-15	Describe/identify the procedures and agencies used to ensure that information provided by all sources includes the content necessary to enable reviewers to determine its authenticity and potential validity.	CPG 101 (2009)	p. C-16
ESF-15	Describe/identify plans, procedures, programs, and systems to control rumors by correcting misinformation rapidly.	CPG 101 (2009)	p. C-16
ESF-15	Describe the procedures and agencies used to inform special-needs populations in the workplace, public venues, and in their homes.	CPG 101 (2009)	p. C-16
ESF-15	Describe the role of a public information officer (PIO) and describe the procedures this person will use to coordinate public information releases (e.g., working with media at the scene, using a JIC, coordinating information among agencies/elected officials).	CPG 101 (2009)	p. C-16
ESF-15	Describe how responders/local officials will use and work with the media during an emergency (e.g., schedule press briefings; establish media centers on-scene; control access to the scene, responders, and victims).	CPG 101 (2009)	p. C-16
ESF-15	Include prepared public instructions for identified hazards, including materials for managers of congregate care facilities, such as childcare centers, group homes, assisted living centers, and nursing homes.	CPG 101 (2009)	p. C-16
ESF-15	Describe the procedures and agencies used to manage rumor control on- and off-scene (e.g., monitoring AM/FM radio and television broadcasts).	CPG 101 (2009)	p. C-16
ESF-15	List the local media contacts and describe their abilities to provide warnings.	CPG 101 (2009)	p. C-16
<b>Population Protection</b>			
General	Describe the jurisdiction's plans, procedures, and protocols to coordinate evacuations and sheltering-in-place.	CPG 101 (2009)	p. C-16
General	Describe the protocols and criteria used to decide when to recommend evacuation or sheltering-in-place.	CPG 101 (2009)	p. C-16
General	Describe the conditions necessary to initiate an evacuation or sheltering-in-place and identify who has the authority to initiate such action.	CPG 101 (2009)	p. C-17
General	Describe the procedures and agencies used to conduct the evacuation (e.g., of high-density areas, neighborhoods, high-rise buildings, subways, airports, special events venues) and to provide security for the evacuation area.	CPG 101 (2009)	p. C-17
General	Describe the jurisdiction's plans, procedures, and protocols in case of terrorist alerts for protecting target ethnic or religious groups or target institutions, such as abortion clinics or religious facilities.	CPG 101 (2009)	p. C-17
General	Describe the plan for receiving those evacuated as a result of hazards in neighboring jurisdictions.	CPG 101 (2009)	p. C-17

General	Describe the procedures and agencies used to exchange information between and among the evacuating jurisdiction, the receiving jurisdiction(s), and the jurisdictions that evacuees will pass through.	CPG 101 (2009)	p. C-17
General	Describe coordination strategies for managing and possibly relocating incarcerated persons during a crisis response.	CPG 101 (2009)	p. C-17
General	Describe how and when the public is notified, including the actions they may be advised to follow during an evacuation, while sheltering-in-place, upon the decision to terminate sheltering-in-place, and throughout the incident.	CPG 101 (2009)	p. C-17
General	Describe the protocols and criteria the jurisdiction will use to recommend termination of sheltering-in-place.	CPG 101 (2009)	p. C-17
General	Describe/identify the procedures and resources (e.g., both pre identified and ad-hoc collection points, staging areas, transportation resources) used to identify and assist moving evacuees, including assisting special-needs populations, persons with mobility impairments, and persons in institutions.	CPG 101 (2009)	p. C-17
General	Describe the procedures used to provide for the care of the evacuees' service animals/pets/livestock or to instruct evacuees on how to manage their service animals/pets/livestock during an evacuation.	CPG 101 (2009)	p. C-17
General	Describe how agencies coordinate the decision to return evacuees to their homes, including informing evacuees about any health concerns or actions they should take when returning to homes/businesses.	CPG 101 (2009)	p. C-17
General	Describe/identify the procedures and resources used to identify and assist the return of evacuees to their homes/communities, including special-needs populations.	CPG 101 (2009)	p. C-17
General	Describe the procedures used when the general public refuses to evacuate (e.g., implement forced removal, contact next of kin, place unique marking on homes, take no action).	CPG 101 (2009)	p. C-17
<b>Mass Care/Emergency Assistance</b>			
ESF-6	Describe the procedures and agencies used to identify, open, and staff emergency shelters, including temporarily using reception centers while waiting for shelters to open officially.	CPG 101 (2009)	p. C-17
ESF-6	Describe the agencies and methods used to provide for short-term lodging and mass-care needs (e.g., beds/rest, food/water, crisis counseling, phones, clergy support, special-needs experts).	CPG 101 (2009)	p. C-17
ESF-6	Describe how shelters coordinate their operations with on-scene and other off-site support agencies (e.g., expected numbers evacuated, emergency medical support).	CPG 101 (2009)	p. C-17
ESF-6	Describe how shelters keep evacuees informed about the status of the disaster, including information about actions that may need to be taken when evacuees return home.	CPG 101 (2009)	p. C-17
ESF-6	Describe the agencies and methods used to provide care and support for institutionalized or special-needs individuals (e.g., medical and prescription support, durable medical equipment, child care, transportation, foreign language interpreters) and their caregivers.	CPG 101 (2009)	p.C-18
ESF-6	Describe the procedures and agencies used to notify or inform the public about the status of injured or missing relatives.	CPG 101 (2009)	p.C-18

ESF-6	Describe the methods used to identify, screen, and handle evacuees exposed to the hazards posed by the disaster (e.g., infectious waste, polluted floodwaters, chemical hazards) and to keep the shelter free of contamination.	CPG 101 (2009)	p.C-18
ESF-6	Describe arrangements in place with other jurisdictions for receiving their assistance in sheltering, including providing shelters when it is not practical locally (e.g., there are no available shelters or staff support).	CPG 101 (2009)	p.C-18
ESF-6	Describe the agencies/organizations and methods for providing feeding services both within the shelter facilities and at other identified feeding sites or mobile feeding operations.	CPG 101 (2009)	p.C-18
ESF-6	Describe the plans, methods, and agencies/organizations responsible for distribution of emergency relief items (e.g., hygiene kits, clean-up items, infant care supplies).	CPG 101 (2009)	p.C-18
ESF-6	Describe the procedures and agencies used to identify and address the general public's "unmet needs" during the disaster.	CPG 101 (2009)	p.C-18
<b>Health and Medical/Public Health</b>			
ESF-8	Describe the agencies and methods used to maintain efficient surveillance systems supported by information systems to facilitate early detection, reporting, mitigation, and evaluation of expected and unexpected public health conditions.	CPG 101 (2009)	p.C-18
ESF-8	Describe the agencies and methods used to identify the public health issues created by the disaster (e.g., food/water safety, biological concerns) and to prioritize how the issues will be managed, including how this process is coordinated with the ICP/EOC (e.g., issue vaccinations, establish quarantines).	CPG 101 (2009)	p.C-18
ESF-8	Describe the agencies and alternate methods used to provide potable water to the jurisdiction when the water systems are not functioning (e.g., private sources, boil orders, private wells).	CPG 101 (2009)	p.C-18
ESF-8	Describe the agencies and alternate methods used to provide alternate sources for human waste disposal (e.g., arrange portable latrines, encourage sharing with those on own septic systems).	CPG 101 (2009)	p.C-18
ESF-8	Describe the procedures and agencies used to assess and provide mental health services for the general public impacted by the disaster (i.e., critical incident stress debriefings).	CPG 101 (2009)	p.C-18
ESF-8	Describe/identify the procedures used to assess and provide vector control services (e.g., insect and rodent controls, biological wastes/contamination, use of pesticides).	CPG 101 (2009)	p.C-18
ESF-8	Describe/identify the procedures used to assess and provide food production and agricultural safety services (e.g., conducting a coordinated investigation of food and agricultural events or agricultural or animal disease outbreaks).	CPG 101 (2009)	p.C-18
ESF-8	Describe the use and coordination of health professionals, ICs, and PIOs to issue public health media releases and alert the media.	CPG 101 (2009)	p.C-19
ESF-8	Describe/identify the procedures and agencies involved in initiating, maintaining, and demobilizing medical surge capacity, including Mutual Aid Agreements for medical facilities and equipment.	CPG 101 (2009)	p.C-19
ESF-8	Describe/identify the procedures used to assess and provide animal care services (e.g., remove and dispose of carcasses, rescue/recover displaced pets/livestock, treat endangered wildlife) and the agencies utilized in this process (e.g., veterinarians, animal hospitals, Humane Society, State DNR).	CPG 101 (2009)	p.C-19

ESF-8	Describe the procedures and agencies used to identify and respond to grave sites/cemeteries that are impacted by the disaster (e.g., recover and replace unearthed/floating/missing coffins, review records to confirm identification, manage closed/historical gravesites).	CPG 101 (2009)	p.C-19
ESF-8	Describe the use and coordination of health professionals from outside agencies to support local response needs (e.g., poison control centers, State/Local Departments of Health/Public Health, Centers for Disease Control, Funeral Directors Association, U.S. Department of Agriculture, Food and Drug Administration, MRC).	CPG 101 (2009)	p.C-19
ESF-8	Identify potential sources for medical and general health supplies that will be needed during a disaster (e.g., medical equipment, pharmaceutical supplies, laboratories, toxicologists). Note: This information could be maintained under a separate Tab or as part of a comprehensive resource manual.	CPG 101 (2009)	p.C-19
<b>Medical/ Victim Care/ Mass Casualty/ Mass Fatality</b>			
ESF-6	Describe/identify the procedures to be followed by emergency medical personnel to contain and stabilize a disaster (e.g., set up triage, provide initial treatment, conduct/coordinate transport).	CPG 101 (2009)	p.C-19
ESF-6	Describe/identify the procedures to be followed for tracking patients from the incident scene through their courses of care.	CPG 101 (2009)	p.C-19
ESF-6	Describe how emergency system patient transport and tracking systems are interoperable with national and DoD systems.	CPG 101 (2009)	p.C-19
ESF-6	Describe/identify the procedures used to coordinate with private agencies to support on-scene medical operations (e.g., air ambulance, private EMS), including the process of staging and integrating those assets at the scene.	CPG 101 (2009)	p.C-19
ESF-6	Describe/identify the agencies and unique procedures used to manage on-scene functions of mass casualty/fatality events (e.g., identification of bodies, expansion of mortuary services, notification of next-of-kin).	CPG 101 (2009)	p.C-19
ESF-6	Describe/identify the process for using hospitals, nursing homes, and/or other facilities as emergency treatment centers or as mass casualty collection points.	CPG 101 (2009)	p.C-19
ESF-6	Describe/identify the process for identifying shortfalls in medical supplies (e.g., backboards, medicines) and then acquiring those additional resources either locally or from external sources.	CPG 101 (2009)	p.C-19
ESF-6	Describe/identify the procedures that hospitals, within or outside of the jurisdiction, will use to assist medical operations with on-scene personnel (e.g., prioritize patient arrival, divert patients to other sites when full/less capable, conduct decontamination, provide triage team support).	CPG 101 (2009)	p.C-19
ESF-6	Describe the procedures the Coroner will implement during a disaster (e.g., victim identification, morgue expansion, mortuary services, Disaster Mortuary Operational Response Team [DMORT] activation) and how they will be coordinated with responders (e.g., EMS officer, ICP/EOC, local hospitals).	CPG 101 (2009)	p.C-19
ESF-6	Describe plans for recovering human remains, transferring them to the mortuary facility, establishing a Family Assistance Center, assisting with personal effects recovery, conducting autopsies, identifying victims, and returning remains to the victims' families for final disposition.	CPG 101 (2009)	p.C-20

ESF-6	Describe the procedures that health department personnel will follow to support on-scene medical and local hospitals in obtaining additional resources when local supplies are likely to be exhausted.	CPG 101 (2009)	p.C-20
<b>Resource Management</b>			
ESF-7	Describe plans, procedures, and protocols for resource management in accordance with the NIMS Resource Typing and include pre-positioning of resources to efficiently and effectively respond to an event.	CPG 101 (2009)	p.C-20
ESF-7	Describe the process used to identify, deploy, utilize, support, dismiss, and demobilize affiliated and spontaneous unaffiliated volunteers.	CPG 101 (2009)	p.C-20
ESF-7	Describe the process used to manage unsolicited donations.	CPG 101 (2009)	p.C-20
ESF-7	Describe plans for establishing logistic staging areas for internal and external response personnel, equipment, and supplies.	CPG 101 (2009)	p.C-20
ESF-7	Describe plans for establishing points of distribution across the jurisdiction.	CPG 101 (2009)	p.C-20
ESF-7	Describe plans for providing support for a larger, Regional incident.	CPG 101 (2009)	p.C-20
ESF-7	Describe strategies for transporting materials through restricted areas, quarantine lines, law enforcement checkpoints, and so forth that are agreed upon by all affected parties.	CPG 101 (2009)	p.C-20
<b>Prevention Activities</b>			
General	Describe process for managing and ensuring operational and threat awareness among government organizations and sectors.	CPG 101 (2009)	p.C-20
General	Describe the process for sharing information between Fusion Center(s) and Emergency Operations Center(s).	CPG 101 (2009)	p.C-20
General	Describe the integration of prevention activities in support of response and recovery operations.	CPG 101 (2009)	p.C-20
<b>Protection Activities</b>			
General	Describe process for managing the CIKR identification and protection efforts involving all threats and hazards.	CPG 101 (2009)	p.C-20
General	Describe the integration of protection activities in support of response and recovery operations.	CPG 101 (2009)	p.C-20
<b>Key Resources and Critical Infrastructure Protection</b>			
ESF-3	Describe standards and procedures to identify qualified contractors offering recovery/restoration services.	CPG 101 (2009)	p.C-21
ESF-3	Describe/identify procedures to coordinate credentialing protocols so lifeline personnel have access to critical sites following an incident.	CPG 101 (2009)	p.C-21

ESF-3	Describe the procedures used to identify, prioritize, and coordinate the work to repair/restore local roads, bridges, and culverts (e.g., along City, County, Township, State, Interstate, and U.S. routes).	CPG 101 (2009)	p.C-21
ESF-3	Describe the procedures and agencies used to repair/restore local water and waste systems (e.g., water/waste treatment plants, sewer/water lines, public/private wells), including providing temporary water and waste systems until normal operations resume.	CPG 101 (2009)	p.C-21
ESF-3	Describe the procedures and agencies used to prioritize and coordinate the repair/restoration of vital services (e.g., gas, electric, phone), including conducting safety inspections before the general public is allowed to return to the impacted area.	CPG 101 (2009)	p.C-21
ESF-3	Describe the procedures used to incorporate and coordinate assistance from State, Federal, and private organizations (e.g., State Building Inspectors/Contractors, Local/State Historical Preservation Office, Federal Highway Administration [FHWA], private contractors).	CPG 101 (2009)	p.C-21
ESF-3	Describe/identify the likely types of energy and utility problems that will be created as result of the emergency (e.g., downed power lines, wastewater discharges, ruptured underground storage tanks).	CPG 101 (2009)	p.C-21
ESF-3	Describe/identify the procedures and agencies used to identify, prioritize, and coordinate energy and utility problems that will result from the disaster (e.g., shut off gas/electricity to flooded areas, restore critical systems, control underground water/gas main breaks).	CPG 101 (2009)	p.C-21
ESF-3	Describe the procedures and agencies used to identify, prioritize, and coordinate the removal of debris from roadways to ensure access for local responders (e.g., snow/debris removal, clearance of debris/ice from streams), including coordinating road closures and establishing alternate routes of access.	CPG 101 (2009)	p.C-21
ESF-3	Describe the procedures and agencies used to protect affected populations during a disaster when there are periods of extreme temperatures and/or shortages of energy, including how the jurisdiction coordinates with energy providing companies during outages.	CPG 101 (2009)	p.C-21
<b>Damage Assessment</b>			
ESF-16	Describe the procedures and agencies used to conduct and coordinate damage assessments on private property (e.g., home owners, businesses, renters).	CPG 101 (2009)	p.C-21
ESF-16	Describe the procedures and agencies used to conduct and coordinate damage assessments on public property (e.g., government, private, not-for-profit).	CPG 101 (2009)	p.C-21
ESF-16	Describe the processes used to collect, organize, and report damage information to other County, State, or Federal operations centers within the first 12 to 36 hours of the disaster/emergency.	CPG 101 (2009)	p.C-21
ESF-16	Describe the procedures for requesting supplemental State/Federal assistance through the State EMA.	CPG 101 (2009)	p.C-21

ESF-16	Include copies of the damage assessment forms used locally (e.g., State-adopted or -recommended EMA's damage and needs assessment form or a county equivalent). Note: These may be attached as a Tab to the plan.	CPG 101 (2009)	p.C-21
<b>Debris Management</b>			
General	Describe the procedures used to coordinate the debris collection and removal process (e.g., gather and recycle materials, establish temporary storage sites, sort/haul debris).	CPG 101 (2009)	p.C-22
General	Describe the procedures for communicating debris management instructions to the general public (e.g., separation/sorting of debris, scheduled pickup times, drop-off sites for different materials), including a process for issuing routine updates.	CPG 101 (2009)	p.C-22
General	Describe the procedures and agencies used to assess and resolve potential health issues related to the debris removal process (e.g., mosquito/fly infestation, hazardous and infectious wastes).	CPG 101 (2009)	p.C-22
General	Describe the procedures and agencies used to inspect and arrange for the inspection and subsequent disposal of contaminated food supplies (e.g., from restaurants, grocery stores).	CPG 101 (2009)	p.C-22
General	Identify the agencies likely to be used to provide technical assistance on the debris removal process (e.g., State Environmental Protection Agency, State Department of Health/Public Health, State Department of Agriculture, Local and surrounding County Health Departments).	CPG 101 (2009)	p.C-22
General	Describe the procedures and agencies (e.g., Local building inspectors, private contractors) used to condemn, demolish, and dispose of structures that present a safety hazard to the public.	CPG 101 (2009)	p.C-22
General	Pre-identify potential trash collection and temporary storage sites, including final landfill sites for specific waste categories (e.g., vegetation, food, dead animals, hazardous and infectious wastes, construction debris, tires/vehicles).	CPG 101 (2009)	p.C-22
<b>Donations Management</b>			
General	Describe the procedures and agencies used to establish and staff donation management functions (e.g., set up toll-free hotlines, create databases, appoint a donations liaison/office, use support organizations).	CPG 101 (2009)	p.C-22
General	Describe the procedures and agencies used to verify and/or vet voluntary organizations and/or organizations operating relief funds.	CPG 101 (2009)	p.C-22
General	Describe the procedures and agencies used to collect, sort, manage, and distribute in-kind contributions, including procedures for disposing of or refusing goods that are not acceptable.	CPG 101 (2009)	p.C-22
General	Describe the procedures used to coordinate donation management issues with neighboring districts and the State's donations management system.	CPG 101 (2009)	p.C-22
General	Describe the process used to tell the general public about the donations program (e.g., instructions on items to bring and not bring, scheduled drop-off sites and times, the way to send monies), including a process for issuing routine updates.	CPG 101 (2009)	p.C-22

General	Describe the procedures and agencies used to handle the spontaneous influx of volunteers.	CPG 101 (2009)	p.C-22
General	Describe the procedures and agencies used to receive, manage, and distribute cash contributions.	CPG 101 (2009)	p.C-23
General	Pre-identify sites that will likely be used to sort and manage in-kind contributions (e.g., private warehouses, government facilities).	CPG 101 (2009)	p.C-23
<b>NFPA 1600: Standard on Disaster/Emergency Management and Business Continuity Programs 2007</b>			
<b>Common Plan Elements</b>			
General	Plans shall have clearly stated objectives.	NFPA 1600 (2007)	5.8.2.1
General	Plans shall identify functional roles and responsibilities of internal and external agencies, organizations, departments, and positions.	NFPA 1600 (2007)	5.8.2.2
General	Plans shall identify lines of authority for these agencies, organizations, departments, and positions.	NFPA 1600 (2007)	5.8.2.3
General	Plans shall identify logistics support and resource requirements.	NFPA 1600 (2007)	5.8.2.4
General	Plans shall identify the process for managing an incident.	NFPA 1600 (2007)	5.8.2.5
General	Plans shall identify the process for managing the communication and flow of information, both internally and externally.	NFPA 1600 (2007)	5.8.2.6
<b>5.8.3 Plans</b>			
General	The program shall include a strategic plan, an emergency operations/response plan, a prevention plan, a mitigation plan, a recovery plan, and a continuity plan.	NFPA 1600 (2007)	5.8.3.1
General	The plans developed shall be either individual or integrated into a single plan document, or a combination of the two.	NFPA 1600 (2007)	5.8.3.2
General	The strategic plan shall define the vision, mission, goals, and objectives of the program. (See Section 4.1.)	NFPA 1600 (2007)	5.8.3.3
General	The emergency operations/response plan shall assign responsibilities for carrying out specific actions in an emergency.	NFPA 1600 (2007)	5.8.3.4
General	The prevention plan shall establish interim and long-term actions to eliminate hazards that impact the entity.	NFPA 1600 (2007)	5.8.3.5
General	The mitigation plan shall establish interim and long-term actions to reduce the impact of hazards that cannot be eliminated.	NFPA 1600 (2007)	5.8.3.6

General	The recovery plan shall provide for short-term and long-term priorities for restoration of functions, services, resources, facilities, programs, and infrastructure.	NFPA 1600 (2007)	5.8.3.7
General	The continuity plan shall identify stakeholders that need to be notified, the critical and time-sensitive applications, alternative work sites, vital records, contact lists, processes, and functions that shall be maintained, as well as the personnel, procedures, and resources that are needed while the entity is recovering.	NFPA 1600 (2007)	5.8.3.8
General	The entity shall make appropriate sections of the plans available to those assigned specific tasks and responsibilities therein and to other stakeholders as required.	NFPA 1600 (2007)	5.8.3.9
<b>2009 EMAP Standard</b>			
General	The emergency operations plan, communications, recovery, continuity of operations and continuity of government plans shall address the following: (1) Purpose, scope and/or goals and objectives (2) authority (3) situation and assumptions (4) functional roles and responsibilities for internal and external agencies, organizations, departments and positions (5) logistics support and resource requirements necessary to implement plan (6) concept of operations (7) plan maintenance	EMAP (2009)	4.6.2
<b>See EMAP Standard for Specific responsibilities to be addressed</b>			
General	The emergency operations/response plan shall identify and assign specific areas of responsibility for performing essential functions in response to an emergency or disaster.	EMAP (2009)	4.6.3
General	The recovery plan or strategy shall address short- and long-term recovery priorities and provide guidance for restoration of critical functions, services, vital resources, facilities, programs, and infrastructure to the affected area.	EMAP (2009)	4.6.4
General	Continuity of operations plans (COOP) shall identify and describe how essential functions will be continued and recovered in an emergency or disaster. The plan(s) shall identify essential positions and lines of succession, and provide for the protection or safeguarding of critical applications, communications resources, vital records/databases, process and functions that must be maintained during response activities and identify and prioritize applications, records, processes and functions to be recovered if lost. Plan(s) shall be developed for each organization performing essential functions. The plans address alternate operating capability and facilities.	EMAP (2009)	4.6.5
General	The continuity of government (COG) plan shall identify how the jurisdiction's constitutional responsibilities will be preserved, maintained, or reconstituted. The plan shall include identification of succession of leadership, delegation of emergency authority, and command and control.	EMAP (2009)	4.6.6
<b>Mutual Aid</b>			
General	The Emergency Management Program shall implement mutual aid agreements in plans and/or procedures.	EMAP (2009)	4.9.1

**ADA Best Practices Tool Kit or State and Local Governments (Chapter 7 Addendum 1: Title 2 Checklist Emergency Management)**

**General Emergency Management Policies and Procedures**

General	If you have a contract or other arrangement with any third party entities, such as the American Red Cross or another local government, to provide emergency planning and/or emergency management or response services, does your contract or other documentation of your arrangement contain policies and procedures to ensure that the third party entities comply with ADA requirements, as outlined in Chapter 7 of this Tool Kit, including Addenda 2 and 3?	ADA Best Practices(2006)	1
General	Do you have written procedures to ensure that you regularly seek and use input from persons with a variety of disabilities and organizations with expertise in disability issues in all phases of your emergency planning, such as those addressing preparation, notification, evacuation, transportation, sheltering, medical and social services, temporary lodging and/or housing, clean-up, and remediation?	ADA Best Practices(2006)	2
General	Do you seek input and participation from people with disabilities and organizations with expertise on disability issues when you stage emergency simulations and otherwise test your preparedness?	ADA Best Practices(2006)	3

**Planning For Emergency Notification and Evacuation**

General	For planning purposes, have you determined the extent to which, in an emergency or disaster, people with disabilities who reside or visit your community are likely to need individualized notification, evacuation assistance, and/or transportation, including accessible transportation?	ADA Best Practices(2006)	4
General	Has your emergency planning identified the resources you will use to meet the needs of individuals with disabilities who require individualized notification, evacuation assistance, and/or transportation, including accessible transportation?	ADA Best Practices(2006)	5
General	If your emergency warning systems use sirens or other audible alerts, do you have written procedures to ensure the use of a combination of methods to provide prompt notification of emergencies to persons who are deaf or hard of hearing? (Note: Examples of methods that may be effective in communicating emergencies to people who are deaf or hard of hearing include auto-dialed TTY and taped telephone messages, text messaging, emails, open captioning on emergency broadcasts on local television stations, and dispatching qualified sign language interpreters to assist with emergency announcements that are televised.)	ADA Best Practices(2006)	6
General	Does your plan address the needs of people with disabilities who will require assistance leaving their homes?	ADA Best Practices(2006)	7
General	Do you have written procedures to ensure that your community evacuation plans enable people with a wide variety of disabilities to safely self-evacuate and, for those who cannot self-evacuate, to receive evacuation assistance ? (Note: The plans should address the evacuation needs of people who have mobility disabilities, people who are blind or have low vision, people who are deaf or hard of hearing, people with cognitive and psychiatric disabilities, people with disabilities who use service animals, and other people with disabilities who reside or visit your community who may need evacuation assistance.)	ADA Best Practices(2006)	8
General	Have you established a voluntary, confidential registry for persons with disabilities to request individualized notification, evacuation assistance, and transportation?	ADA Best Practices(2006)	9

General	If you maintain such a registry, do you have written procedures to ensure that it is voluntary, it has appropriate confidentiality controls, the information in the registry is regularly updated, and outreach to persons with disabilities and organizations with expertise on disability issues is conducted to inform them of its availability?	ADA Best Practices(2006)	9a
General	Does your emergency transportation plan identify accessible transportation resources that will be available to evacuate persons with mobility disabilities, including people who use wheelchairs or scooters, people who use medical equipment, such as oxygen tanks, and people who use service animals? (Accessible transportation consists of wheelchair lift-equipped vehicles.	ADA Best Practices(2006)	10
General	Do your emergency plans, policies, and procedures provide for people with disabilities to be evacuated and transported to shelters together with their families?	ADA Best Practices(2006)	11
General	Do your emergency management plans, policies, and procedures ensure that people with disabilities are not separated from their service animals during evacuation and transportation?	ADA Best Practices(2006)	12
General	Emergency planners, those who designate facilities to be used as shelters, and those who make advance arrangements to address emergency staffing, equipment, medical supplies, food and beverages, and other emergency-related needs	ADA Best Practices(2006)	
General	Staff and volunteers who participate in notification activities?	ADA Best Practices(2006)	13a
General	First responders and other staff and volunteers who deal with evacuation, transportation, and emergency-related security issues?	ADA Best Practices(2006)	b
General	Shelter staff and volunteers and those who will be involved in routing people to shelters and deciding shelter placements for people with disabilities and their families?	ADA Best Practices(2006)	c
General	Individuals involved in establishing and operating temporary housing or lodging programs?	ADA Best Practices(2006)	d
General	Individuals who will establish and operate emergency-related medical and social service programs?	ADA Best Practices(2006)	e
General	Individuals who will establish and operate emergency-related medical and social service programs?	ADA Best Practices(2006)	f
General	Individuals who will be responsible for repair, rebuilding, and continuity of program operations following an emergency or disaster?	ADA Best Practices(2006)	g
<b>Physical Accessibility in Emergency Shelter Programs</b>			
General	Have you conducted an accessibility survey of all of your emergency shelter facilities, whether owned by government or a private entity to determine if they comply with ADA requirements? See "Checklist for Accessible Emergency Shelters," included in Addendum 3 to this Chapter	ADA Best Practices(2006)	14
General	Have you identified access barriers at any of the shelter facilities?	ADA Best Practices(2006)	15

General	If you found barriers at emergency shelters, have you taken steps to ensure that the barriers are removed to provide (at a minimum) the following accessible features that comply with the requirements of the ADA Standards for Accessible Design (ADA Standards): parking, exterior route from the parking to the entrance, entrance, sleeping area, dining area, toilet facilities, bathing facilities, recreational areas, emergency exit, and interior routes to all of these areas?	ADA Best Practices(2006)	16
General	If all barriers have not been removed from a shelter, have you identified an appropriate number of alternate shelters that provide (at a minimum) the following accessible features that comply with the requirements of the ADA Standards: parking, exterior route from the parking to the entrance, entrance, sleeping area, dining area, toilet facilities, bathing facilities, recreational areas, emergency exit, and interior routes to all of these areas?	ADA Best Practices(2006)	17
General	Until all emergency shelters have the required accessible features referenced above, have you identified and widely publicized to the public and to persons with disabilities and disability organizations the most accessible emergency shelters and the accessible features that each has?	ADA Best Practices(2006)	18
General	Have you adopted policies and procedures to ensure that shelter staff and volunteers maintain accessible routes for individuals who use wheelchairs and other mobility aids	ADA Best Practices(2006)	19
General	Have you adopted procedures to minimize protruding objects and overhead objects in shelters so that someone who is blind or has low vision can walk safely throughout the shelter?	ADA Best Practices(2006)	20
General	Have you adopted policies and procedures for shelter staff and volunteers to offer way finding assistance to people who are blind and those with low vision who may need assistance in understanding and navigating the shelter layout and locating shelter facilities (e.g., finding the route to the toilet room when furniture layouts change)?	ADA Best Practices(2006)	21
General	Have you established policies and procedures to ensure that, in the future, facilities are surveyed for accessibility and barriers to access are removed before a facility is designated as a shelter?	ADA Best Practices(2006)	22
General	Do you have supplies of informational materials routinely handed out at emergency shelters available in alternative formats (Braille, large print) for people who are blind or have low vision?	ADA Best Practices(2006)	23
General	Have you adopted policies and procedures for shelter staff and volunteers to provide assistance to people who are blind or have low vision by reading and completing forms and other written materials that are not available in alternative formats?	ADA Best Practices(2006)	24
General	Do any of your shelters have low-stimulation “stress-relief zones,” such as an empty classroom in a school building used as an emergency shelter?	ADA Best Practices(2006)	25
General	If you offer “stress-relief zones,” have you adopted policies and procedures to make these areas available on a priority basis to people whose disabilities are aggravated by stress?	ADA Best Practices(2006)	25a
General	Have you adopted emergency shelter eligibility policies and procedures to ensure that people with disabilities are housed at “mass care” shelters unless they are medically fragile?	ADA Best Practices(2006)	26
General	Have you adopted “mass care” shelter procedures to ensure that shelter staff and volunteers do not turn away people with disabilities who may need assistance with activities of daily living even though their personal care aides may not be with them?	ADA Best Practices(2006)	27

General	Have you adopted policies and procedures to ensure that “mass care,” “special needs,” and “medical” shelter staff and volunteers are trained and monitored so they provide safe, appropriate assistance with activities of daily living (e.g., eating, dressing, personal hygiene, transferring to and from wheelchairs) that some people with disabilities may require?	ADA Best Practices(2006)	28
General	If you provide a “special needs” or “medical” shelter, have you adopted eligibility policies and procedures to ensure that people with disabilities are not housed in such shelters just because they have a disability? (Note: Special needs and medical shelters are for medically fragile people who require the type of care provided in hospitals and nursing homes. Most people with disabilities are not medically fragile. The ADA requires emergency managers and shelter operators to accommodate people with disabilities in the most integrated setting appropriate to their needs.)	ADA Best Practices(2006)	29
General	Have your shelter staff and volunteers received training with site-specific instructions for providing people with disabilities access to all services, activities, and programs at “mass care,” “medical,” and “special needs” shelters	ADA Best Practices(2006)	30
General	Do you have written policies and procedures to ensure that people who are deaf or hard of hearing, people with speech disabilities, and people who are blind or have low vision are provided with effective communication during their stay at a shelter?	ADA Best Practices(2006)	31
General	Do you provide a TTY at each emergency shelter for use by people who are deaf, are hard of hearing, or have speech disabilities?	ADA Best Practices(2006)	32
General	Do you have written procedures to ensure that persons with disabilities who use service animals are not separated from their service animals when using emergency shelters and have full access to shelter programs, services, and activities, even if pets are normally prohibited in shelters or in certain areas of shelters?	ADA Best Practices(2006)	33
General	Do you have written procedures to ensure that food, water, and a receptacle and plastic bags for the disposal of service animal waste are available at emergency shelters?	ADA Best Practices(2006)	34
General	Have you established security procedures at shelters that allow people with service animals to take their animals outside for relief without unnecessary delays for security screening upon re-entry?	ADA Best Practices(2006)	35
General	Do you have written procedures to ensure that emergency shelters have back-up generators and a way to keep medications refrigerated (such as a refrigerator or a cooler with ice)?	ADA Best Practices(2006)	36
General	Do your written procedures on back-up generators include a plan for routinely notifying the public and disability groups of the location of shelters providing electricity and refrigeration?	ADA Best Practices(2006)	37
General	Does your emergency management plan provide an effective way for people with disabilities to request and receive durable medical equipment and medication while in shelters?	ADA Best Practices(2006)	38
General	Have you established procedures for people with disabilities to request and receive cots or beds, modifications to cots or beds, securement of cots or beds to allow safe transfer to a wheelchair, and placement of cots or beds in specific locations when needed?	ADA Best Practices(2006)	39
General	Have you adopted kitchen access policies to provide immediate access to food and refrigerated medications for shelter residents and volunteers whose disabilities may require it?	ADA Best Practices(2006)	40
General	Does your emergency management plan ensure that at least some kinds of foods and beverages are available in emergency shelters for people with dietary restrictions, such as people who have diabetes or severe food allergies?	ADA Best Practices(2006)	41

<b>Medical and Social Services</b>		
General	Have you established policies and procedures to ensure that medical and social services and other benefit programs are accessible to people with disabilities, including people who use wheelchairs, scooters, and other mobility aids, individuals who cannot leave shelters because of their disabilities, and people who use service animals?	ADA Best Practices(2006) 42
General	Have you established policies and procedures to ensure that application processes for benefit programs are designed so they do not exclude people with disabilities whose disabilities prevent them from using one particular type of application process (e.g., web-based application processes, telephone-based application processes, procedures requiring applicants to have a valid driver's license, or procedures requiring applicants to apply in person)?	ADA Best Practices(2006) 43
General	Do you have policies and procedures to ensure that your medical, social service, and other benefit programs provide effective communication to people with disabilities, including people who are deaf or hard of hearing and people who are blind or have low vision?	ADA Best Practices(2006) 44
General	Do your policies and procedures include primary consideration of the communication method preferred by an individual with a disability?	ADA Best Practices(2006) 44a
<b>Post-Sheltering Policies and Procedures</b>		
General	Have you adopted procedures to provide additional time, transportation, and search assistance for people with disabilities in emergency shelters to locate accessible temporary housing and support services in the community following an emergency?	ADA Best Practices(2006) 45
General	If you have a program to provide temporary housing to persons when they leave emergency shelters but cannot yet return home (e.g., housing in dormitories, rooms at lodging facilities, trailers), have you adopted a plan for providing prompt, equivalent temporary housing to persons with disabilities, including accessible housing for people who use wheelchairs, scooters, and other mobility aids and people who are deaf or hard of hearing?	ADA Best Practices(2006) 46
General	If you have a temporary housing program, do your information materials on temporary housing include information on accessible housing (such as the specific location of accessible hotel rooms within the community or in nearby communities and transportation resources available in that area)?	ADA Best Practices(2006) 47
<b>Post-Emergency Repair, Rebuilding, and Resumption of Program Operations</b>		
General	Have you established policies and procedures to ensure that the repair and rebuilding of government facilities comply with the accessibility requirements of Title II of the ADA?	ADA Best Practices(2006) 48
General	Have you established policies to ensure that programs relocated from a damaged facility on a temporary or permanent basis remain accessible to people with disabilities?	ADA Best Practices(2006) 49
General	Develop sector specific emergency operations plans that are in compliance with NIMS	Universal Task List(2007)
<b>Target Capabilites List 2007</b>		
General	Develop emergency operations/response plans that describe how personnel, equipment, and other governmental, nongovernmental, and private resources will support and sustain incident	Target Capability List(2007)

General	Develop and maintain Emergency Operations Plan (EOP) annexes for hazard specific response to include natural and man-made disasters as well as acts of terrorism, and other hazards	Target Capability List(2007)	
General	Integrate Public Outreach and Non-Governmental Resources into Emergency Operations Plans and Exercises	Target Capability List(2007)	
General	Implement processes to evaluate and periodically reassess citizen related component of Emergency Operations Plans, to include alerts and warnings, public education and emergency public information, evacuations, mass care, and non-	Target Capability List(2007)	
General	Implement public, volunteers, and non-governmental entity roles in emergency operations plans	Target Capability List(2007)	
General	Incorporate Search and Rescue (SAR) plans and procedures for urban, civil, and other search and rescue into jurisdiction's Emergency Operations Plan (EOP) or EOP Annexes	Target Capability List(2007)	
<b>Kansas Legislation</b>			
General	In accordance with the standard and requirement for disaster emergency plans promulgated by the division of emergency management, each county, city and inter jurisdictional disaster agency shall prepare and keep current a disaster emergency plan for the area under its jurisdiction, which has been approved after examination and periodic review by the division of emergency management.	Kansas Legislation	KSA 48-929 D
General	Each local jurisdiction shall establish and provide to the division a copy of the following items. (a) An ordinance or resolution by the local governing body shall be established and provided to the division which: (4) outlines the basic functions of the agency which, at minimum, shall include the following: (C) development of a local emergency planning program and maintenance of an all- hazard emergency operations plan;	Kansas Legislation	KAR 56-2-2 A-4-C
<b>Johnson County Resolutions</b>			
General	Section 4- Responsibilities and Functions of the Emergency Management Department: D – Development of a local emergency planning program and maintenance of an all-hazard emergency operations plan for the county, to include a comprehensive emergency/ disaster resource database.	Johnson County Resolutions	64-95-4-D
Preface	Section 4- responsibilities and Function of the Emergency Management and Homeland Security Department: D – Development of a local emergency planning program and maintenance of an all- hazard emergency operation plan for the County, to include a comprehensive emergency/ disaster resource database and coordination of general plan for dealing with acts of terrorism, including but not limited to, acts involving the use of weapons of mass destruction and bio terrorism	Johnson County Resolutions	23-03-4-D
		ADA Best Practices(2006)	
		ADA Best Practices(2006)	

		ADA Best Practices(2006)	
<b>Kansas Planning Standards</b>			
<b>Promulgation Document</b>			
Preface	Signed by the Chairperson of the Board of County Commissioners	Kansas Planning Standards 2006	1
<b>Approval and Implementation Pages</b>			
Preface	Statement signed by the Local Emergency Planning Committee (LEPC) Chairperson indicating the plan meets all Superfund Amendment and Reauthorization Act (SARA) Title III provisions	Kansas Planning Standards 2006	1
Preface	Signature page signifying understanding and concurrence with the plan and certifying that the plan is executable, such as the Mayor, Sheriff, County Clerk, Register of Deeds, Treasurer, city elected officials, and county commissioners not listed on the Promulgation page	Kansas Planning Standards 2006	1
<b>Introduction</b>			
Basic Plan	Purpose statement that describes the reason for development of the plan and its annexes	Kansas Planning Standards 2006	4
Basic Plan	Identify what the plan contains	Kansas Planning Standards 2006	4
Basic Plan	Identify who the plan applies to	Kansas Planning Standards 2006	4
Basic Plan	Identify how the plan benefits the jurisdiction	Kansas Planning Standards 2006	4
Basic Plan	Summarize incident management activities such as prevention, preparedness, response and recovery	Kansas Planning Standards 2006	4
Basic Plan	Summarize emergency authorities of local officials	Kansas Planning Standards 2006	4
Basic Plan	Summarize emergency authorities of state officials	Kansas Planning Standards 2006	4
Basic Plan	Summarize emergency authorities of federal officials	Kansas Planning Standards 2006	4
Basic Plan	Summarize key concepts of the plan	Kansas Planning Standards 2006	
Basic Plan	Summarize geographic information of the jurisdiction, tribal lands, floodplains, historical structures, climate, etc	Kansas Planning Standards 2006	

Basic Plan	Summarize general population characteristics, special needs, and livestock	Kansas Planning Standards 2006	
Basic Plan	Summarize economic infrastructure including transportation, industry, communication systems	Kansas Planning Standards 2006	
Basic Plan	Maps depicting locations (optional)	Kansas Planning Standards 2006	
Basic Plan	Summarize the likelihood of occurrence and estimated impact on public health and safety, and property	Kansas Planning Standards 2006	
Basic Plan	Include a situation statement that summarizes the potential hazards of the jurisdiction	Kansas Planning Standards 2006	
Basic Plan	Provide reference to hazard analysis or link	Kansas Planning Standards 2006	
<b>Planning assumptions and considerations</b>			
Basic Plan	Include a list of planning assumptions on which the plan and its annexes are based	Kansas Planning Standards 2006	
<b>Roles and responsibilities</b>			
Basic Plan	County government Describe emergency responsibilities of the senior elected official	Kansas Planning Standards 2006	
Basic Plan	Outline responsibilities for various emergency support functions, summarize the tasks involve and indicate by title or position who has primary responsibility for each function Kansas Planning Standards Page 1 July 2006 o Include reference to regulations and ordinances that apply to emergency roles and responsibilities o Include graphic to depict hierarch of response (ICS) o Include graphic to depict EOC organizational chart	Kansas Planning Standards 2006	
Basic Plan	Tribal government Summarize the common emergency management responsibilities for tribal chief executive officer*	Kansas Planning Standards 2006	
Basic Plan	State government Summarize the common emergency management responsibilities of the state government	Kansas Planning Standards 2006	
Basic Plan	Non-governmental and volunteer agencies Outline the emergency services that organized volunteer groups have agreed to provide in or following an	Kansas Planning Standards 2006	
Basic Plan	Federal government Summarize the common emergency management responsibilities of the federal government	Kansas Planning Standards 2006	
Basic Plan	Private sector Summarize the common emergency management responsibilities of the private sector	Kansas Planning Standards 2006	

Basic Plan	Citizen involvement Summarize the common emergency management responsibilities of citizens	Kansas Planning Standards 2006	
<b>Concept of operations</b>			
Basic Plan	Describe the jurisdictions' overall approach to emergency management	Kansas Planning Standards 2006	
Basic Plan	Summarize the organizational structure for response to an emergency/disaster	Kansas Planning Standards 2006	
Basic Plan	Describe and depict your Incident Command System (ICS)	Kansas Planning Standards 2006	
Basic Plan	Identify the agency responsible for the overall coordination of disaster emergency operations	Kansas Planning Standards 2006	
Basic Plan	Summarize the relationship of the local emergency management agency with all response and support agencies	Kansas Planning Standards 2006	
Basic Plan	Summarize who is responsible for providing guidance for the emergency management program and directing and controlling emergency response and recovery activities at the county level	Kansas Planning Standards 2006	
Basic Plan	Primary and support agencies <ul style="list-style-type: none"> <li>• Define what an ESF Coordinator is</li> <li>• Define who designates primary and support agencies</li> <li>• Define primary agency</li> <li>• Define support agency</li> </ul> o Identify provision for maintaining the emergency point of contact for coordination and assistance	Kansas Planning Standards 2006	
Basic Plan	Intergovernmental mutual aid Include a summary of emergency-related agreements and contracts	Kansas Planning Standards 2006	
Basic Plan	Interstate Civil Defense and Disaster Compact Briefly describe what the compact is	Kansas Planning Standards 2006	
Basic Plan	Emergency Management Assistance Compact (EMAC) Briefly describe what EMAC is	Kansas Planning Standards 2006	
Basic Plan	State level Summarize who is responsible for providing guidance for the emergency management program and directing and controlling emergency response and recovery activities at the state level	Kansas Planning Standards 2006	
Basic Plan	Federal level Summarize who is responsible for providing guidance for the emergency management program and directing and controlling emergency response and recovery activities at the federal level	Kansas Planning Standards 2006	
<b>Incident Management Actions</b>			

Basic Plan	Identify organizations or facilities responsible for providing initial notification	Kansas Planning Standards 2006	
Basic Plan	Reference appropriate plans and/or procedures for receiving or notifying certain facilities, departments, etc.	Kansas Planning Standards 2006	
Basic Plan	Identify who is responsible for coordinating, publishing, and distributing the plan	Kansas Planning Standards 2006	
Basic Plan	Identify who is responsible for issuing protective actions to the public	Kansas Planning Standards 2006	
Basic Plan	Explain how the public will be warned through various systems and methods	Kansas Planning Standards 2006	
Basic Plan	Summarize who is responsible for managing the training and exercise component for the emergency response function of the plan (include NIMS requirements)	Kansas Planning Standards 2006	
Basic Plan	Summarize training programs and schedules	Kansas Planning Standards 2006	
Basic Plan	Identify agencies who have exercise programs including hospitals, airports, schools, adult care facilities, and correctional facilities	Kansas Planning Standards 2006	
Basic Plan	Describe how integration of exercises is coordinated in the jurisdiction	Kansas Planning Standards 2006	
Basic Plan	Describe/list actions taken by local officials during the response phase of emergency management	Kansas Planning Standards 2006	
Basic Plan	Local Disaster declaration List factors for implementation of the Plan	Kansas Planning Standards 2006	
Basic Plan	Describe the conditions that trigger an issuance of local disaster declaration o Outline the process for issuing, extending, and terminating a local disaster declaration	Kansas Planning Standards 2006	
Basic Plan	Describe the legal services organization that will support the jurisdiction during emergency situations	Kansas Planning Standards 2006	
Basic Plan	Include sample documents to issuing, extending, terminating a disaster declaration	Kansas Planning Standards 2006	
Basic Plan	Include sample documents for prohibiting or restricting outdoor burning	Kansas Planning Standards 2006	
Basic Plan	State Disaster declaration Summarize what a Governor's declaration does for the jurisdiction	Kansas Planning Standards 2006	
Basic Plan	Emergency Operations Center Describe incident command arrangements and the interface between field operations and the Emergency	Kansas Planning Standards 2006	

Basic Plan	Identify primary location and alternate EOC	Kansas Planning Standards 2006	
Basic Plan	Identify the official responsible for guaranteeing that the facility and equipment is used for emergency management function	Kansas Planning Standards 2006	
Basic Plan	Identify the official responsible for alerting and activating the EOC o Reference plans and procedures that indicates who the EOC will be staffed during emergencies o Include a checklist for activation/deactivation of the EOC (optional) o Include format for reports during emergency operations (optional)	Kansas Planning Standards 2006	
Basic Plan	County Emergency Operations Center functions Describe/list actions taken by local officials during the recovery phase of emergency management	Kansas Planning Standards 2006	
Basic Plan	Federal or Presidential Disaster declaration Briefly describe the purpose of a presidential declaration	Kansas Planning Standards 2006	
Basic Plan	Joint Field Office Briefly describe the purpose of the Joint Field Office	Kansas Planning Standards 2006	
Basic Plan	Recovery personnel • Describe recovery personnel and summarize the functions performed by each o Assessment Teams o Community Relations o Unmet Needs o Human Needs Assessment	Kansas Planning Standards 2006	
Basic Plan	Recovery facilities • Describe the recovery facilities and summarize the functions performed by each o Incident Command Post o Area Command/Unified Area Command o Disaster Recovery Center o Donations Management Warehouse and Distribution Center o Disaster Assistance Center (DAC) o Joint Field Office (JFO)	Kansas Planning Standards 2006	
Basic Plan	Public Assistance activities Summarize the Public Assistance Program	Kansas Planning Standards 2006	
Basic Plan	Individual Assistance activities Summarize the Individual Assistance Program	Kansas Planning Standards 2006	
Basic Plan	Pre-disaster Mitigation Summarize the State Pre-disaster Mitigation Program	Kansas Planning Standards 2006	

Basic Plan	Describe the hazard mitigation structure in your jurisdiction	Kansas Planning Standards 2006	
Basic Plan	Include copies of existing resolutions related to hazard mitigation	Kansas Planning Standards 2006	
Basic Plan	Post-disaster Mitigation Summarize the State Post-disaster Mitigation Program	Kansas Planning Standards 2006	
Basic Plan	Identify the county Hazard Mitigation Officer responsible for the local Hazard Mitigation Program by resolution	Kansas Planning Standards 2006	
<b>Continuity of Government</b>			
Basic Plan	Succession of authority Summarize the line of succession for key personnel	Kansas Planning Standards 2006	
Basic Plan	Reference specific law for succession of authority	Kansas Planning Standards 2006	
Basic Plan	Delegation of Emergency authority Reference specific law/regulation that provides succession of authority	Kansas Planning Standards 2006	
Basic Plan	Emergency Actions Summarize specific emergency delegations contained in the plan	Kansas Planning Standards 2006	
Basic Plan	Preservation of Records Summarize who is responsible for safeguarding documents, logs, and reports	Kansas Planning Standards 2006	
Basic Plan	Reference plans/procedures	Kansas Planning Standards 2006	
Basic Plan	Protection of government resources Summarize who is responsible for safeguarding government resources	Kansas Planning Standards 2006	
<b>Administration and Support</b>			
Basic Plan	Summarize how request for assistance will be made	Kansas Planning Standards 2006	
Basic Plan	Outline policies on agreements and contracts and refer to summary of current emergency service agreements and contracts in appendices relating to emergency management functions in KSA 12-16, 117	Kansas Planning Standards 2006	
Basic Plan	Establish requirements for reports required during emergency operations	Kansas Planning Standards 2006	
Basic Plan	Outline requirements for record-keeping related to emergencies	Kansas Planning Standards 2006	

Basic Plan	Summarize funding procedures to support logistics and administrative support	Kansas Planning Standards 2006	
Basic Plan	Describe the mechanism to track all response costs	Kansas Planning Standards 2006	
Basic Plan	Establish requirements for a post-event review of emergency operations following major emergencies and disasters.	Kansas Planning Standards 2006	
Basic Plan	Identify who is responsible for approving and promulgating the plan and indicate how it will be distributed	Kansas Planning Standards 2006	
Basic Plan	Outline the process and schedule for review and update the plan and its annexes	Kansas Planning Standards 2006	
<b>Transportation</b>			
ESF-1	List ESF coordinating agency responsible for ESF #1	Kansas Planning Standards 2006	P 1-1
ESF-1	List primary agency responsible for ESF #1	Kansas Planning Standards 2006	P 1-1
ESF-1	List support agencies responsible for ESF #1	Kansas Planning Standards 2006	P 1-1
<b>Purpose</b>			
ESF-1	Purpose statement that describes the reason for the development of this annex	Kansas Planning Standards 2006	P 1-1
<b>Scope</b>			
ESF-1	Identify how the annex benefits the jurisdiction	Kansas Planning Standards 2006	P 1-1
<b>Policies</b>			
ESF-1	List county specific policies regarding ESF #1	Kansas Planning Standards 2006	P 1-1
<b>Concept of Operations</b>			
ESF-1	Identify the position responsible for managing the information flow to and from the EOC	Kansas Planning Standards 2006	P 1-1
ESF-1	Describe established systems for collecting, processing, and disseminating information	Kansas Planning Standards 2006	P 1-1
<b>Organization</b>			
ESF-1	Indicate how the jurisdiction will be organized to carry out evacuations	Kansas Planning Standards 2006	P 1-1

ESF-1	Indicate how the jurisdiction will be organized to coordinate public transportation resources in an emergency	Kansas Planning Standards 2006	P 1-1
ESF-1	Outline factors to be considered in evacuation decision-making o Natural hazards o Technological hazards o Civil hazards	Kansas Planning Standards 2006	P 1-1
ESF-1	Describe potential evacuation areas and hazard-specific planning for those areas	Kansas Planning Standards 2006	P 1-1
ESF-1	Explain how evacuation warnings and evacuation-related public information will be provided to individuals and special facilities	Kansas Planning Standards 2006	P 1-1
ESF-1	Summarize guidance for handling special needs population evacuees o Nursing homes o Schools o Hospitals o Day care facilities	Kansas Planning Standards 2006	P 1-1
ESF-1	Summarize guidance of handling evacuees with pets	Kansas Planning Standards 2006	P 1-1
ESF-1	Outline requirements for securing evacuated areas	Kansas Planning Standards 2006	P 1-1
ESF-1	Outline factors to be considered in shelter-in-place decision making	Kansas Planning Standards 2006	P 1-2
ESF-1	Outline factors for reentry criteria o Routes of reentry (optional)	Kansas Planning Standards 2006	P 1-2
<b>Notifications</b>			
ESF-1	Identify organizations or facilities responsible for providing initial notification	Kansas Planning Standards 2006	P 1-2
ESF-1	Reference appropriate plans and/or procedures for receiving or notifying certain staff, facilities, departments, etc.	Kansas Planning Standards 2006	P 1-2
<b>Actions</b>			

ESF-1	<ul style="list-style-type: none"> <li>• Preparedness <ul style="list-style-type: none"> <li>o Describe actions of ESF #1 to be taken at preparedness</li> </ul> </li> <li>• Response <ul style="list-style-type: none"> <li>o Describe actions of ESF #1 to be taken at response</li> </ul> </li> <li>• Recovery <ul style="list-style-type: none"> <li>o Describe actions of ESF #1 to be taken at recovery</li> </ul> </li> <li>• Prevention</li> </ul>	Kansas Planning Standards 2006	P 1-2
<b>Direction and Control</b>			
ESF-1	Describe how transportation efforts in support of emergency operations will be directed and controlled	Kansas Planning Standards 2006	P 1-2
ESF-1	Identify by position who will recommend evacuation and direct and control evacuation operations	Kansas Planning Standards 2006	P 1-2
<b>Responsibilities</b>			
ESF-1	Summarize primary and support agency responsibilities for ESF #1	Kansas Planning Standards 2006	P 1-2
<b>Attachments (recommended)</b>			
ESF-1	Map depicting primary and alternate transportation routes	Kansas Planning Standards 2006	P 1-2
ESF-1	Map depicting evacuation routes	Kansas Planning Standards 2006	P 1-2
ESF-1	Population density map	Kansas Planning Standards 2006	P 1-2
ESF-1	Traffic county map	Kansas Planning Standards 2006	P 1-2
ESF-1	List of transportation resources Suppliers <ul style="list-style-type: none"> <li>o Services/contracts</li> <li>o Equipment</li> <li>o Equipment operators</li> </ul>	Kansas Planning Standards 2006	P 1-2
ESF-1	Map of county highways	Kansas Planning Standards 2006	P 1-2
ESF-1	Map of county roads	Kansas Planning Standards 2006	P 1-2
ESF-1	Map of county railroads	Kansas Planning Standards 2006	P 1-2

ESF-1	Special needs populations o Day care centers o Hospitals o Schools o Schools	Kansas Planning Standards 2006	P 1-2
ESF-1	Sample forms and logs	Kansas Planning Standards 2006	P 1-2
<b>Communications</b>			
ESF-2	List ESF coordinating agency responsible for ESF #2	Kansas Planning Standards 2006	P 2-1
ESF-2	List primary agency responsible for ESF #2	Kansas Planning Standards 2006	P 2-1
ESF-2	List support agencies responsible for ESF #2	Kansas Planning Standards 2006	P 2-1
<b>Purpose</b>			
ESF-2	Purpose statement that describes the reason for the development of this annex	Kansas Planning Standards 2006	P 2-1
<b>Scope</b>			
ESF-2	Identify how the annex benefits the jurisdiction	Kansas Planning Standards 2006	P 2-1
<b>Policies</b>			
ESF-2	List county specific policies regarding ESF #2	Kansas Planning Standards 2006	P 2-1
<b>Concept of Operations</b>			
ESF-2	Identify the position responsible for managing the information flow to and from the EOC	Kansas Planning Standards 2006	P 2-1
ESF-2	Describe established systems for collecting, processing, and disseminating information	Kansas Planning Standards 2006	P 2-1
<b>Organization</b>			
ESF-2	Indicate how the jurisdiction will be organized to coordinate communications in an emergency	Kansas Planning Standards 2006	P 2-1
ESF-2	Reference established plans and procedures detailing with communication protocols	Kansas Planning Standards 2006	P 2-1

ESF-2	Include a description of the local communications system o List existing communications systems	Kansas Planning Standards 2006	P 2-1
<b>Notifications</b>			
ESF-2	Identify organizations or facilities responsible for providing initial notification	Kansas Planning Standards 2006	P 2-1
ESF-2	Reference appropriate plans and/or procedures for receiving or notifying certain staff, facilities, departments, etc.	Kansas Planning Standards 2006	P 2-1
<b>Actions</b>			
ESF-2	<ul style="list-style-type: none"> <li>• Preparedness</li> <li>o Describe actions of ESF #2 to be taken at preparedness</li> <li>• Response</li> <li>o Describe actions of ESF #2 to be taken at response</li> <li>• Recovery</li> <li>o Describe actions of ESF #2 to be taken at recovery</li> <li>• Prevention</li> </ul>	Kansas Planning Standards 2006	P 2-1
<b>Direction and Control</b>			
ESF-2	Describe how communication efforts in support of emergency operations will be directed and controlled	Kansas Planning Standards 2006	P 2-1
ESF-2	Indicate the line of succession for communications personnel and continuous staffing	Kansas Planning Standards 2006	P 2-1
ESF-2	Identify by position who has responsibility for organizing and coordinating the communication system during emergency operations	Kansas Planning Standards 2006	P 2-1
<b>Responsibilities</b>			
ESF-2	Summarize primary and support agency responsibilities for ESF #2	Kansas Planning Standards 2006	P 2-1
<b>Attachments (recommended)</b>			
ESF-2	List of the communication frequencies used by response agencies	Kansas Planning Standards 2006	P 2-1
ESF-2	List of the communication equipment utilized	Kansas Planning Standards 2006	P 2-1
ESF-2	Describe information displays and software	Kansas Planning Standards 2006	P 2-1
ESF-2	List of broadcast stations	Kansas Planning Standards 2006	P 2-1

ESF-2	Identify volunteer and private sector communications available to augment emergency requirements	Kansas Planning Standards 2006	P 2-1
ESF-2	Identify backup systems	Kansas Planning Standards 2006	P 2-1
ESF-2	Identify areas of communication coverage and those not covered	Kansas Planning Standards 2006	P 2-1
ESF-2	Coverage maps	Kansas Planning Standards 2006	P 2-1
ESF-2	List of repeater locations	Kansas Planning Standards 2006	P 2-1
ESF-2	Sample logs and forms	Kansas Planning Standards 2006	P 2-1
<b>Public Works &amp; Engineering</b>			
ESF-3	List ESF coordinating agency responsible for ESF #3	Kansas Planning Standards 2006	P 3-1
ESF-3	List primary agency responsible for ESF #3	Kansas Planning Standards 2006	P 3-1
ESF-3	List support agencies responsible for ESF #3	Kansas Planning Standards 2006	P 3-1
<b>Purpose</b>			
ESF-3	Purpose statement that describes the reason for the development of this annex	Kansas Planning Standards 2006	P 3-1
<b>Scope</b>			
ESF-3	Identify how the annex benefits the jurisdiction	Kansas Planning Standards 2006	P 3-1
<b>Policies</b>			
ESF-3	List county specific policies regarding ESF #3	Kansas Planning Standards 2006	P 3-1
<b>Concept of Operations</b>			
ESF-3	Identify the position responsible for managing the information flow to and from the EOC	Kansas Planning Standards 2006	P 3-1
ESF-3	Describe established systems for collecting, processing, and disseminating information	Kansas Planning Standards 2006	P 3-1
<b>Organization</b>			

ESF-3	Indicate how the jurisdiction will be organized to coordinate public works and engineering functions	Kansas Planning Standards 2006	P 3-1
ESF-3	List local landfills and potential temporary debris storage and reduction sites	Kansas Planning Standards 2006	P 3-1
ESF-3	Describe the criteria for setting priorities and coordination support and restoration of infrastructure o Personnel or equipment to support materials handling needs, debris removal, and temporary construction, etc. o Personnel or equipment to respond to sanitation needs	Kansas Planning Standards 2006	P 3-1
ESF-3	Trained personnel or equipment to respond to hazardous materials incidents o Identify level of certification of personnel in accordance with CFR 29 1910.120	Kansas Planning Standards 2006	P 3-1
ESF-3	Identify trained personnel to inspect the safety of infrastructure and environment o Roads, bridges, waterways, water treatment systems, schools, recreational facilities, public buildings, etc.	Kansas Planning Standards 2006	P 3-1
ESF-3	Identify responsibility for preparing and maintaining a current inventory to include private contractors and or their equipment	Kansas Planning Standards 2006	P 3-2
<b>Notifications</b>			
ESF-3	Identify organizations or facilities responsible for providing initial notification	Kansas Planning Standards 2006	P 3-2
ESF-3	Reference appropriate plans and/or procedures for receiving or notifying certain staff, facilities, departments, etc.	Kansas Planning Standards 2006	P 3-2
<b>Actions</b>			
ESF-3	<ul style="list-style-type: none"> <li>• Preparedness o Describe actions of ESF #3 to be taken at preparedness</li> <li>• Response o Describe actions of ESF #3 to be taken at response</li> <li>• Recovery o Describe actions of ESF #3 to be taken at recovery</li> <li>• Prevention</li> </ul>	Kansas Planning Standards 2006	P 3-2
<b>Direction and Control</b>			
ESF-3	Describe how public works and engineering efforts in support of emergency operations will be directed and controlled	Kansas Planning Standards 2006	P 3-2
<b>Responsibilities</b>			
ESF-3	Summarize primary and support agency responsibilities for ESF #3	Kansas Planning Standards 2006	P 3-2

Attachments (recommended)			
ESF-3	Map depicting landfills and potential temporary debris storage and reduction sites	Kansas Planning Standards 2006	P 3-2
ESF-3	List of public works and engineering resources	Kansas Planning Standards 2006	P 3-2
ESF-3	Suppliers	Kansas Planning Standards 2006	P 3-2
ESF-3	Services/contracts	Kansas Planning Standards 2006	P 3-2
ESF-3	Equipment	Kansas Planning Standards 2006	P 3-2
ESF-3	Equipment operators	Kansas Planning Standards 2006	P 3-2
ESF-3	Sample forms and logs	Kansas Planning Standards 2006	P 3-2
Firefighting			
ESF-4	List ESF coordinating agency responsible for ESF #4	Kansas Planning Standards 2006	P 4-1
ESF-4	List primary agency responsible for ESF #4	Kansas Planning Standards 2006	P 4-1
ESF-4	List support agencies responsible for ESF #4	Kansas Planning Standards 2006	P 4-1
Purpose			
ESF-3	Purpose statement that describes the reason for the development of this annex	Kansas Planning Standards 2006	P 4-1
Scope			
ESF-3	Identify how the annex benefits the jurisdiction	Kansas Planning Standards 2006	P 4-1
Policies			
ESF-3	List county specific policies regarding ESF #4	Kansas Planning Standards 2006	P 4-1
Concept of Operations			
ESF-4	Identify the position responsible for managing the information flow to and from the EOC	Kansas Planning Standards 2006	P 4-1

ESF-4	Describe established systems for collecting, processing, and disseminating information	Kansas Planning Standards 2006	P 4-1
<b>Organization</b>			
ESF-4	Indicate how the jurisdiction will be organized to coordinate fire fighting activities in an emergency	Kansas Planning Standards 2006	P 4-1
ESF-4	Describe or depict the coverage by fire organizations, districts departments, etc. o Identify or describe critical/specialized capabilities within each organization ☑ Hazmat, high angle, water rescue	Kansas Planning Standards 2006	P 4-1
ESF-4	Identify responsibility for preparing and maintaining a current inventory to include private contractors and or their equipment	Kansas Planning Standards 2006	P 4-1
ESF-4	Reference organizational procedures for insuring first responders involvement in emergency operation to include medical monitoring	Kansas Planning Standards 2006	P 4-1
<b>Notifications</b>			
ESF-4	Identify organizations or facilities responsible for providing initial notification	Kansas Planning Standards 2006	P 4-1
ESF-4	Reference appropriate plans and/or procedures for receiving or notifying certain facilities, departments, etc.	Kansas Planning Standards 2006	P 4-1
<b>Actions</b>			
ESF-4	<ul style="list-style-type: none"> <li>• Preparedness o Describe actions of ESF #4 to be taken at preparedness</li> <li>• Response o Describe actions of ESF #4 to be taken at response</li> <li>• Recovery o Describe actions of ESF #4 to be taken at recovery</li> <li>• Prevention</li> </ul>	Kansas Planning Standards 2006	P 4-2
<b>Direction and Control</b>			
ESF-4	Describe how fire service efforts will be directed and controlled during emergency situations	Kansas Planning Standards 2006	P 4-2
ESF-4	Describe the interface between the Incident Commander and the EOC o Include a description or diagram of the fire service communication network o Identify the level of certification of personnel as defined by CFR 29 1910.120 o Describe the role of the fire service in terrorist incident response	Kansas Planning Standards 2006	P 4-2
<b>Responsibilities</b>			

ESF-4	Summarize primary and support agency responsibilities for ESF #4	Kansas Planning Standards 2006	P 4-2
<b>Attachments (recommended)</b>			
ESF-4	Map of fire service providers and coverage	Kansas Planning Standards 2006	P 4-2
ESF-4	List of firefighting resources o Suppliers o Services/contracts o Equipment	Kansas Planning Standards 2006	P 4-2
ESF-4	Sample forms and logs	Kansas Planning Standards 2006	P 4-2
<b>Emergency Management</b>			
ESF-5	List ESF coordinating agency responsible for ESF #5	Kansas Planning Standards 2006	P 5-1
ESF-5	List primary agency responsible for ESF #5	Kansas Planning Standards 2006	P 5-1
ESF-5	List support agencies responsible for ESF #5	Kansas Planning Standards 2006	P 5-1
<b>Purpose</b>			
ESF-5	Purpose statement that describes the reason for the development of this annex	Kansas Planning Standards 2006	P 5-1
<b>Scope</b>			
ESF-5	Identify how the annex benefits the jurisdiction	Kansas Planning Standards 2006	P 5-1
<b>Policies</b>			
ESF-5	List county specific policies regarding ESF #5	Kansas Planning Standards 2006	P 5-1
<b>Concept of Operations</b>			
ESF-5	Identify the position responsible for managing the information flow to and from the EOC	Kansas Planning Standards 2006	P 5-1
ESF-5	Describe established systems for collecting, processing, and disseminating information	Kansas Planning Standards 2006	P 5-1
<b>Organization</b>			
ESF-5	Indicate how the jurisdiction will be organized to coordinate emergency management support in an emergency	Kansas Planning Standards 2006	P 5-1

ESF-5	Describe how incident command operations will be conducted	Kansas Planning Standards 2006	P 5-1
ESF-5	Describe the function performed by the Emergency Operations Center (EOC)	Kansas Planning Standards 2006	P 5-1
ESF-5	Describe or depict the EOC organization o Make provision of maintenance of an EOC staff roster o Summarize how the EOC operates when activated	Kansas Planning Standards 2006	P 5-1
ESF-5	Describe the provide the format for reports prepared by the EOC during emergency operations	Kansas Planning Standards 2006	P 5-1
ESF-5	Describe the interface between ICS and the EOC	Kansas Planning Standards 2006	P 5-1
ESF-5	Identify backup EOC and capabilities	Kansas Planning Standards 2006	P 5-1
ESF-5	Briefly describe communication systems located out of the EOC	Kansas Planning Standards 2006	P 5-1
<b>Notifications</b>			
ESF-5	Identify organizations or facilities responsible for providing initial notification	Kansas Planning Standards 2006	P 5-1
ESF-5	Reference appropriate plans and/or procedures for receiving or notifying certain facilities, departments, etc.	Kansas Planning Standards 2006	P 5-1
<b>Actions</b>			
ESF-5	<ul style="list-style-type: none"> <li>• Preparedness o Describe actions of ESF #5 to be taken at preparedness</li> <li>• Response o Describe actions of ESF #5 to be taken at response</li> <li>• Recovery o Describe actions of ESF #5 to be taken at recovery</li> <li>• Prevention</li> </ul>	Kansas Planning Standards 2006	P 5-2
<b>Direction and Control</b>			
ESF-5	Identify by position or title who has responsibility of organizing and coordinating the emergency management function during emergency situation	Kansas Planning Standards 2006	P 5-2
<b>Responsibilities</b>			
ESF-5	Summarize primary and support agency responsibilities for ESF #5	Kansas Planning Standards 2006	P 5-2

Attachments (recommended)			
ESF-5	EOC organizational chart	Kansas Planning Standards 2006	P 5-2
ESF-5	EOC functions chart	Kansas Planning Standards 2006	P 5-2
ESF-5	Emergency/disaster event flow chart	Kansas Planning Standards 2006	P 5-2
ESF-5	ICS and NIMS overview	Kansas Planning Standards 2006	P 5-2
ESF-5	Sample emergency declaration	Kansas Planning Standards 2006	P 5-2
ESF-5	EOC staffing roster and contact information	Kansas Planning Standards 2006	P 5-2
ESF-5	EOC room layout diagram	Kansas Planning Standards 2006	P 5-2
ESF-5	Sample reports	Kansas Planning Standards 2006	P 5-2
ESF-5	Mapping capabilities	Kansas Planning Standards 2006	P 5-2
ESF-5	Include a checklist of activation/deactivation of the EOC	Kansas Planning Standards 2006	P 5-2
ESF-5	Sample forms and logs	Kansas Planning Standards 2006	P 5-2
Mass Care, Housing and Human Services			
ESF-6	List ESF coordinating agency responsible for ESF #6	Kansas Planning Standards 2006	P 6-1
ESF-6	List primary agency responsible for ESF #6	Kansas Planning Standards 2006	P 6-1
ESF-6	List support agencies responsible for ESF #6	Kansas Planning Standards 2006	P 6-1
Purpose			
ESF-6	Purpose statement that describes the reason for the development of this annex	Kansas Planning Standards 2006	P 6-1
Scope			

ESF-6	Identify how the annex benefits the jurisdiction	Kansas Planning Standards 2006	P 6-1
<b>Policies</b>			
ESF-6	List county specific policies regarding ESF #6	Kansas Planning Standards 2006	P 6-1
<b>Concept of Operations</b>			
ESF-6	Identify the position responsible for managing the information flow to and from the EOC	Kansas Planning Standards 2006	P 6-1
ESF-6	Describe established systems for collecting, processing, and disseminating information	Kansas Planning Standards 2006	P 6-1
<b>Organization</b>			
ESF-6	Summarize general concept of operations for shelter and mass care operations o Managing post-disaster shelters o Mass feeding	Kansas Planning Standards 2006	P 6-1
ESF-6	Describe how shelters will be selected and operated	Kansas Planning Standards 2006	P 6-1
ESF-6	Describe the criteria for selecting shelters o Kitchen facilities, restrooms, showers, size, communication, parking, accessibility o Describe criteria for determining structural soundness of shelter	Kansas Planning Standards 2006	P 6-1
ESF-6	Describe how mass care operations will be conducted o Reference standard operating procedures o Describe how registration and tracking of evacuees will be conducted o Describe how sanitation of shelter will be conducted	Kansas Planning Standards 2006	P 6-1
ESF-6	Describe how the public will be informed of availability and location of mass care facilities	Kansas Planning Standards 2006	P 6-1
ESF-6	Describe shelter and mass care options for special need groups and individuals	Kansas Planning Standards 2006	P 6-1
ESF-6	Include provision for handling pets during shelter and mass care operations	Kansas Planning Standards 2006	P 6-1
ESF-6	Describe how disaster behavioral (mental) health services will be provided	Kansas Planning Standards 2006	P 6-2
ESF-6	Describe how disaster welfare inquiries will be handled	Kansas Planning Standards 2006	P 6-2

ESF-6	Describe who is in charge of security of the shelter	Kansas Planning Standards 2006	P 6-2
ESF-6	Identify existing arrangements to provide emergency child care	Kansas Planning Standards 2006	P 6-2
ESF-6	Identify the agency responsible for enforcing public health requirements o Food safety o Bio-terrorism	Kansas Planning Standards 2006	P 6-2
<b>Other (for Nuclear Power Plant Counties)</b>			
ESF-6	Outline plans for reception and care of nuclear power plant evacuee o Include a description of potential lodging facilities for evacuees	Kansas Planning Standards 2006	P 6-2
ESF-6	Include a description of how evacuees will be informed of shelter and lodging availability and locations	Kansas Planning Standards 2006	P 6-2
ESF-6	Describe where contamination screening and decontamination will occur	Kansas Planning Standards 2006	P 6-2
<b>Notifications</b>			
ESF-6	Identify organizations or facilities responsible for providing initial notification	Kansas Planning Standards 2006	P 6-2
ESF-6	Reference appropriate plans and/or procedures for receiving or notifying certain facilities, departments, etc.	Kansas Planning Standards 2006	P 6-2
<b>Actions</b>			
ESF-6	<ul style="list-style-type: none"> <li>• Preparedness o Describe actions of ESF #6 to be taken at preparedness</li> <li>• Response o Describe actions of ESF #6 to be taken at response</li> <li>• Recovery o Describe actions of ESF #6 to be taken at recovery</li> <li>• Prevention</li> </ul>	Kansas Planning Standards 2006	P 6-2
<b>Direction and Control</b>			
ESF-6	Identify by position or title who has responsibility of organizing and coordinating the emergency management function during emergency situation	Kansas Planning Standards 2006	P 6-2
<b>Responsibilities</b>			
ESF-6	Summarize primary and support agency responsibilities for ESF #6	Kansas Planning Standards 2006	P 6-2
<b>Attachments (recommended)</b>			

ESF-6	Animal shelter plan or procedures	Kansas Planning Standards 2006	P 6-2
ESF-6	Include a list of local reception and care facilities	Kansas Planning Standards 2006	P 6-2
ESF-6	List volunteer organizations that can provide human services support during emergencies and the services they provide	Kansas Planning Standards 2006	P 6-2
ESF-6	Sample forms and logs	Kansas Planning Standards 2006	P 6-2
<b>Resource Support</b>			
ESF-7	List ESF coordinating agency responsible for ESF #7	Kansas Planning Standards 2006	P 7-1
ESF-7	List primary agency responsible for ESF #7	Kansas Planning Standards 2006	P 7-1
ESF-7	List support agencies responsible for ESF #7	Kansas Planning Standards 2006	P 7-1
<b>Purpose</b>			
ESF-7	Purpose statement that describes the reason for the development of this annex	Kansas Planning Standards 2006	P 7-1
<b>Scope</b>			
ESF-7	Identify how the annex benefits the jurisdiction	Kansas Planning Standards 2006	P 7-1
<b>Policies</b>			
ESF-7	List county specific policies regarding ESF #7	Kansas Planning Standards 2006	P 7-1
<b>Concept of Operations</b>			
ESF-7	Identify the position responsible for managing the information flow to and from the EOC	Kansas Planning Standards 2006	P 7-1
ESF-7	Describe established systems for collecting, processing, and disseminating information	Kansas Planning Standards 2006	P 7-1
<b>Organization</b>			
ESF-7	Outline general guidelines for resource support during emergency situations	Kansas Planning Standards 2006	P 7-1
ESF-7	Reference and include a format to be used by local officials to request resources during emergency situations	Kansas Planning Standards 2006	P 7-1

ESF-7	Include planning factors for essential disaster supplies and a list of sources for those supplies	Kansas Planning Standards 2006	P 7-1
ESF-7	Outline the process for conducting a needs assessment	Kansas Planning Standards 2006	P 7-1
ESF-7	Describe the issuance of a local disaster declaration as part of the process for requesting assistance	Kansas Planning Standards 2006	P 7-1
ESF-7	Describe the criteria for relocating essential resources outside the threatened or impacted area o Personnel, critical supplies, equipment, radiological equipment, etc.	Kansas Planning Standards 2006	P 7-1
ESF-7	Describe the criteria for designated staging areas for the movement of resources, including transportation access, communications, capability, storage, and security	Kansas Planning Standards 2006	P 7-1
ESF-7	Describe policy on prioritization of resources to assist disaster victims	Kansas Planning Standards 2006	P 7-1
ESF-7	Describe how donated goods and services are handled	Kansas Planning Standards 2006	P 7-1
<b>Notifications</b>			
ESF-7	Identify organizations or facilities responsible for providing initial notification	Kansas Planning Standards 2006	P 7-2
ESF-7	Reference appropriate plans and/or procedures for receiving or notifying certain facilities, departments, etc.	Kansas Planning Standards 2006	P 7-2
<b>Actions</b>			
ESF-7	<ul style="list-style-type: none"> <li>• Preparedness <ul style="list-style-type: none"> <li>o Describe actions of ESF #7 to be taken at preparedness</li> </ul> </li> <li>• Response <ul style="list-style-type: none"> <li>o Describe actions of ESF #7 to be taken at response</li> </ul> </li> <li>• Recovery <ul style="list-style-type: none"> <li>o Describe actions of ESF #7 to be taken at recovery</li> </ul> </li> <li>• Prevention</li> </ul>	Kansas Planning Standards 2006	P 7-2
<b>Direction and Control</b>			
ESF-7	Describe how the emergency response support function will be directed and controlled	Kansas Planning Standards 2006	P 7-2
<b>Responsibilities</b>			
ESF-7	Summarize primary and support agency responsibilities for ESF #7	Kansas Planning Standards 2006	P 7-2
<b>Attachments (recommended)</b>			

ESF-7	Include an inventory of local emergency resources to reference data maintained elsewhere	Kansas Planning Standards 2006	P 7-2
ESF-7	List of private sector and volunteer organizations that can provide resources	Kansas Planning Standards 2006	P 7-2
ESF-7	Pre-disaster contracts for resources	Kansas Planning Standards 2006	P 7-2
ESF-7	Sample forms and logs	Kansas Planning Standards 2006	P 7-2
<b>Public Health &amp; Medical Services</b>			
ESF-8	List ESF coordinating agency responsible for ESF #8	Kansas Planning Standards 2006	P 8-1
ESF-8	List primary agency responsible for ESF #8	Kansas Planning Standards 2006	P 8-1
ESF-8	List support agencies responsible for ESF #8	Kansas Planning Standards 2006	P 8-1
<b>Purpose</b>			
ESF-8	Purpose statement that describes the reason for the development of this annex	Kansas Planning Standards 2006	P 8-1
<b>Scope</b>			
ESF-8	Identify how the annex benefits the jurisdiction	Kansas Planning Standards 2006	P 8-1
<b>Policies</b>			
ESF-8	List county specific policies regarding ESF #8	Kansas Planning Standards 2006	P 8-1
<b>Concept of Operations</b>			
ESF-8	Identify the position responsible for managing the information flow to and from the EOC	Kansas Planning Standards 2006	P 8-1
ESF-8	Describe established systems for collecting, processing, and disseminating information	Kansas Planning Standards 2006	P 8-1
<b>Organization</b>			

ESF-8	<p>Describe how medical services will be provided during emergency situations to citizens and emergency workers</p> <ul style="list-style-type: none"> <li>o Identify agency who is responsible for making health-related protective actions decisions</li> <li>o Identify who is responsible for medical services</li> <li>o Determine the extent or threat of contamination from chemical, radiological or pathology sources</li> <li>o Describe what policies are in place concerning the control of communicable diseases</li> <li>o Summarize how vaccines, drugs, and antidotes will be distributed</li> <li>o Describe how health-related information will be reported</li> <li>o Describe how injured will be tracked</li> </ul> <p><input checked="" type="checkbox"/> Registration process</p>	Kansas Planning Standards 2006	P 8-1
ESF-8	<p>Describe who is responsible for conducting inspections of medical supplies</p> <ul style="list-style-type: none"> <li>o Reference procedures for disposal of animal carcasses, food and drug, blood products, and immunization supplies</li> </ul>	Kansas Planning Standards 2006	P 8-1
ESF-8	<p>Describe how mortuary services will be provided during emergency situations</p> <ul style="list-style-type: none"> <li>o Identify agency who is responsible for making or coordinating mass fatalities activities</li> <li>o Summarize responsibilities of coroner</li> <li><input checked="" type="checkbox"/> Staffing and equipping of temporary morgue</li> <li><input checked="" type="checkbox"/> Identification of victims</li> <li><input checked="" type="checkbox"/> Custody of remains</li> <li><input checked="" type="checkbox"/> Securing personal affects</li> <li>o Summarize responsibilities of funeral directors</li> <li><input checked="" type="checkbox"/> Expansion of mortuary services</li> <li><input checked="" type="checkbox"/> Mass fatality activities through outside assistance (i.e., Funeral Director's Assn.)</li> <li>o Reference procedures for handling chemically or radiological contaminated bodies</li> <li>o Reference procedures for of determining need for a forensic pathologist</li> <li>o Describe medical and mortuary assistance that may be available from the state and federal governments</li> </ul>	Kansas Planning Standards 2006	P 8-1
ESF-8	<p>Describe how behavioral (mental) health services will be provided and coordinated</p> <ul style="list-style-type: none"> <li>o Summarize county behavioral (mental) health capabilities</li> <li><input checked="" type="checkbox"/> Provide criteria to integrate volunteer, private practitioners and clinicians into mental health team</li> <li><input checked="" type="checkbox"/> Identify training requirements or reference training opportunities for mental health providers and first responders</li> <li><input checked="" type="checkbox"/> Summarize how a needs assessment will be conducted for mental health activities</li> <li><input checked="" type="checkbox"/> Describe process for continued services</li> </ul>	Kansas Planning Standards 2006	P 8-2

ESF-8	Provide guidance for assessing damage to medical facilities	Kansas Planning Standards 2006	P 8-2
ESF-8	Outline procedures for requesting state/federal medical assistance	Kansas Planning Standards 2006	P 8-2
ESF-8	Identify local health and medical facilities and include a list of medical response resources or make reference to such a list	Kansas Planning Standards 2006	P 8-2
ESF-8	Summarize how additional or specialized resources including personnel and equipment will be identified	Kansas Planning Standards 2006	P 8-2
ESF-8	Describe capabilities for decontaminating	Kansas Planning Standards 2006	P 8-2
<b>Notifications</b>			
ESF-8	Identify organizations or facilities responsible for providing initial notification	Kansas Planning Standards 2006	P 8-2
ESF-8	Reference appropriate plans and/or procedures for receiving or notifying certain facilities, departments, etc.	Kansas Planning Standards 2006	P 8-2
<b>Actions</b>			
ESF-8	<ul style="list-style-type: none"> <li>• Preparedness <ul style="list-style-type: none"> <li>o Describe actions of ESF #8 to be taken at preparedness</li> </ul> </li> <li>• Response <ul style="list-style-type: none"> <li>o Describe actions of ESF #8 to be taken at response</li> </ul> </li> <li>• Recovery <ul style="list-style-type: none"> <li>o Describe actions of ESF #8 to be taken at recovery</li> </ul> </li> <li>• Prevention</li> </ul>	Kansas Planning Standards 2006	P 8-2
<b>Direction and Control</b>			
ESF-8	Describe or depict the organization that will carry out the health and medical services function during emergency situations	Kansas Planning Standards 2006	P 8-3
ESF-8	Describe how health and medical service function will be directed, controlled, and coordinated	Kansas Planning Standards 2006	P 8-3
<b>Responsibilities</b>			
ESF-8	Summarize primary and support agency responsibilities for ESF #8	Kansas Planning Standards 2006	P 8-3
<b>Attachments (recommended)</b>			

ESF-8	List of health and medical resources to include mass fatalities, mental health, decontamination o Suppliers o Services/contracts	Kansas Planning Standards 2006	P 8-3
ESF-8	Sample forms and logs	Kansas Planning Standards 2006	P 8-3
<b>Search and Rescue</b>			
ESF-9	List ESF coordinating agency responsible for ESF #9	Kansas Planning Standards 2006	P 9-1
ESF-9	List primary agency responsible for ESF #9	Kansas Planning Standards 2006	P 9-1
ESF-9	List support agencies responsible for ESF #9	Kansas Planning Standards 2006	P 9-1
<b>Purpose</b>			
ESF-9	Purpose statement that describes the reason for the development of this annex	Kansas Planning Standards 2006	P 9-1
<b>Scope</b>			
ESF-9	Identify how the annex benefits the jurisdiction	Kansas Planning Standards 2006	P 9-1
<b>Policies</b>			
ESF-9	List county specific policies regarding ESF #9	Kansas Planning Standards 2006	P 9-1
<b>Concept of Operations</b>			
ESF-9	Identify the position responsible for managing the information flow to and from the EOC	Kansas Planning Standards 2006	P 9-1
ESF-9	Describe established systems for collecting, processing, and disseminating information	Kansas Planning Standards 2006	P 9-1
<b>Organization</b>			

ESF-9	Describe the local concept of operations for search and rescue management during emergency situations o Lakes, ponds streams o Water towers, tall building, towers o Aviation assets o Collapsed structures o Missing persons o Criminal activities	Kansas Planning Standards 2006	P 9-1
ESF-9	Describe the role of search and rescue management in a terrorist incident response	Kansas Planning Standards 2006	P 9-1
ESF-9	Summarize how additional or specialized resources including personnel and equipment will be identified	Kansas Planning Standards 2006	P 9-1
ESF-9	Reference critical resource equipment, operators, and K-9 units	Kansas Planning Standards 2006	P 9-1
<b>Notifications</b>			
ESF-9	Identify organizations or facilities responsible for providing initial notification	Kansas Planning Standards 2006	P 9-2
ESF-9	Reference appropriate plans and/or procedures for receiving or notifying certain facilities, departments, etc.	Kansas Planning Standards 2006	P 9-2
<b>Actions</b>			
ESF-9	<ul style="list-style-type: none"> <li>• Preparedness</li> <li>o Describe actions of ESF #9 to be taken at preparedness</li> <li>• Response</li> <li>o Describe actions of ESF #9 to be taken at response</li> <li>• Recovery</li> <li>o Describe actions of ESF #9 to be taken at recovery</li> <li>• Prevention</li> </ul>	Kansas Planning Standards 2006	P 9-2
<b>Direction and Control</b>			
ESF-9	Describe or depict the organization that will carry out the search and rescue function during emergency situations	Kansas Planning Standards 2006	P 9-2
ESF-9	Describe how search and rescue function will be directed, controlled, and coordinated	Kansas Planning Standards 2006	P 9-2
ESF-9	Describe the interface between the Incident Commander and the Emergency Operations Center	Kansas Planning Standards 2006	P 9-2

Responsibilities			
ESF-9	Summarize primary and support agency responsibilities for ESF #9	Kansas Planning Standards 2006	P 9-2
Attachments (recommended)			
ESF-9	List of search and rescue resources	Kansas Planning Standards 2006	P 9-2
ESF-9	Sample forms and logs	Kansas Planning Standards 2006	P 9-2
Oil and Hazardous Materials			
ESF-10	List ESF coordinating agency responsible for ESF #10	Kansas Planning Standards 2006	P 10-1
ESF-10	List primary agency responsible for ESF #10	Kansas Planning Standards 2006	P 10-1
ESF-10	List support agencies responsible for ESF #10	Kansas Planning Standards 2006	P 10-1
Purpose			
ESF-10	Purpose statement that describes the reason for the development of this annex	Kansas Planning Standards 2006	P 10-1
Scope			
ESF-10	Identify how the annex benefits the jurisdiction	Kansas Planning Standards 2006	P 10-1
Policies			
ESF-10	List county specific policies regarding ESF #10	Kansas Planning Standards 2006	P 10-1
Concept of Operations			
ESF-10	Identify the position responsible for managing the information flow to and from the EOC	Kansas Planning Standards 2006	P 10-1
ESF-10	Describe established systems for collecting, processing, and disseminating information	Kansas Planning Standards 2006	P 10-1
Organization			
ESF-10	Describe the local concept of operations for dealing with emergency situation involving hazardous materials	Kansas Planning Standards 2006	P 10-1
ESF-10	Describe how protective actions for emergency responders and the public will be determined and implemented	Kansas Planning Standards 2006	P 10-1

ESF-10	Describe radiological response training requirements and identify sources of training	Kansas Planning Standards 2006	P 10-1
ESF-10	Outline procedures for responding to incidents at fixed nuclear facilities or planned radiological shipments or reference the appropriate plan	Kansas Planning Standards 2006	P 10-1
ESF-10	Summarize local capabilities and limitations with respect to hazmat incident responses	Kansas Planning Standards 2006	P 10-1
ESF-10	Identify local regulated facilities and primary hazards	Kansas Planning Standards 2006	P 10-1
ESF-10	Identify local transportation routes for hazardous materials for highway and rail	Kansas Planning Standards 2006	P 10-1
ESF-10	Identify evacuation routes from risk areas surround regulated facilities	Kansas Planning Standards 2006	P 10-1
ESF-10	Describe methods for determining the area or population affected by a hazmat release	Kansas Planning Standards 2006	P 10-1
ESF-10	Describe procedures for warning the public of a hazmat incident or radiological release	Kansas Planning Standards 2006	P 10-1
ESF-10	Summarize how additional or specialized resources including personnel and equipment will be identified	Kansas Planning Standards 2006	P 10-2
ESF-10	Describe who is responsible for ensuring emergency responders receive specialized hazmat training and are equipped with personal protective equipment appropriate to their responsibilities	Kansas Planning Standards 2006	P 10-2
<b>Notifications</b>			
ESF-10	Describe how notification of radiological and hazardous materials incidents will be made to local, state, and federal authorities	Kansas Planning Standards 2006	P 10-2
ESF-10	Identify organizations or facilities responsible for providing initial notification	Kansas Planning Standards 2006	P 10-2
ESF-10	Reference appropriate plans and/or procedures for receiving or notifying certain facilities, departments, etc.	Kansas Planning Standards 2006	P 10-2
ESF-10	Describe procedures for receiving timely reports of hazmat incidents and include a format for receiving and disseminating essential information	Kansas Planning Standards 2006	P 10-2
<b>Actions</b>			

ESF-10	<p>Preparedness</p> <ul style="list-style-type: none"> <li>o Describe actions for ESF #10 to be taken at preparedness</li> <li>☑ Include a list of radiological protective actions to be taken during preparedness</li> <li>• Response</li> <li>o Describe actions for ESF #10 to be taken at response</li> <li>☑ Include a list of radiological protective actions to be taken during response</li> <li>• Recovery</li> <li>o Describe actions for ESF #10 to be taken at recovery</li> <li>☑ Include a list of radiological protective actions to be taken during recovery</li> <li>• Prevention</li> <li>o Describe actions for ESF #10 to be taken at prevention</li> <li>☑ Include a list of radiological protective actions to be taken during mitigation</li> </ul>	Kansas Planning Standards 2006	P 10-2
<b>Direction and Control</b>			
ESF-10	Describe or depict the organization that will carry out the hazmat incidents and radiological releases function during emergency situations	Kansas Planning Standards 2006	P 10-2
ESF-10	Describe how hazardous materials and radiological releases will be directed, controlled, and coordinated	Kansas Planning Standards 2006	P 10-2
ESF-10	Describe the interface between the Incident Commander and the Emergency Operations Center	Kansas Planning Standards 2006	P 10-2
<b>Responsibilities</b>			
ESF-10	Summarize primary and support agency responsibilities for ESF #10	Kansas Planning Standards 2006	P 10-2
ESF-10	Describe the emergency organization that will be employed to response to hazmat incidents	Kansas Planning Standards 2006	P 10-3
ESF-10	Designate and describe responsibilities of the community emergency coordinator by the EPCRA	Kansas Planning Standards 2006	P 10-3
ESF-10	Outline hazmat response actions to be carried out by the Incident Commander	Kansas Planning Standards 2006	P 10-3
ESF-10	Outline response actions expected of regulated facilities and hazmat transporters	Kansas Planning Standards 2006	P 10-3
<b>Attachments (recommended)</b>			

ESF-10	List of hazardous materials and radiological resources o Suppliers o Services/contracts o Equipment o Equipment operators	Kansas Planning Standards 2006	P 10-3
ESF-10	Location	Kansas Planning Standards 2006	P 10-3
ESF-10	Quantity	Kansas Planning Standards 2006	P 10-3
ESF-10	Type	Kansas Planning Standards 2006	P 10-3
ESF-10	Area LEPC contacts	Kansas Planning Standards 2006	P 10-3
ESF-10	Map of pipelines	Kansas Planning Standards 2006	P 10-3
ESF-10	Map of water ways (Wyandotte County only)	Kansas Planning Standards 2006	P 10-3
ESF-10	Map of fixed facilities	Kansas Planning Standards 2006	P 10-3
ESF-10	List top 10 sites	Kansas Planning Standards 2006	P 10-3
ESF-10	Reference or depict a radiological incident response checklist	Kansas Planning Standards 2006	P 10-3
ESF-10	Inventory of radiological instruments	Kansas Planning Standards 2006	P 10-3
ESF-10	Identify facilities that may be vulnerable to a hazmat incident o Special facilities o Population support facilities o Population concentrations o Map of hazmat transportation routes	Kansas Planning Standards 2006	P 10-3
ESF-10	Include a hazmat incident classification scheme	Kansas Planning Standards 2006	P 10-3
ESF-10	Sample forms and logs	Kansas Planning Standards 2006	P 10-3

Agriculture and Natural Resources (excluding Foreign Animal Disease)			
ESF-11	List ESF coordinating agency responsible for ESF #11	Kansas Planning Standards 2006	P 11-1
ESF-11	List primary agency responsible for ESF #11	Kansas Planning Standards 2006	P 11-1
ESF-11	List support agencies responsible for ESF #11	Kansas Planning Standards 2006	P 11-1
Purpose			
ESF-11	Purpose statement that describes the reason for the development of this annex	Kansas Planning Standards 2006	P 11-1
Scope			
ESF-11	Identify how the annex benefits the jurisdiction	Kansas Planning Standards 2006	P 11-1
Policies			
ESF-11	List county specific policies regarding ESF #11	Kansas Planning Standards 2006	P 11-1
Concept of Operations			
ESF-11	Identify the position responsible for managing the information flow to and from the EOC	Kansas Planning Standards 2006	P 11-1
ESF-11	Describe established systems for collecting, processing, and disseminating information	Kansas Planning Standards 2006	P 11-1
Organization			
ESF-11	Outline the process for conducting a needs assessment	Kansas Planning Standards 2006	P 11-1
ESF-11	Describe policy on prioritization of resources <ul style="list-style-type: none"> <li>o Food and water supply emergencies</li> <li>o Describe who is responsible for conducting inspections of food and water supplies</li> <li>o Animal health care <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Stray pets and livestock</li> <li><input checked="" type="checkbox"/> Sheltering of animals</li> </ul> </li> <li>o National or state historical protection and restoration</li> </ul>	Kansas Planning Standards 2006	P 11-1
Notifications			

ESF-11	Identify organizations or facilities responsible for providing initial notification o Include animal and plant disease if different	Kansas Planning Standards 2006	P 11-1
ESF-11	Reference appropriate plans and/or procedures for receiving or notifying certain facilities, departments, etc.	Kansas Planning Standards 2006	P 11-1
<b>Actions</b>			
ESF-11	<ul style="list-style-type: none"> <li>• Preparedness</li> <li>o Describe actions of ESF #11 to be taken at preparedness</li> <li>• Response</li> <li>o Describe actions of ESF #11 to be taken at response</li> <li>• Recovery</li> <li>o Describe actions of ESF #11 to be taken at recovery</li> <li>• Prevention</li> <li>o Describe actions of ESF #11 to be taken at prevention</li> </ul>	Kansas Planning Standards 2006	P 11-2
<b>Direction and Control</b>			
ESF-11	Describe how the emergency response agriculture and natural resources support function will be directed and controlled	Kansas Planning Standards 2006	P 11-2
<b>Responsibilities</b>			
ESF-11	Summarize primary and support agency responsibilities for ESF #11	Kansas Planning Standards 2006	P 11-2
<b>Attachments (recommended)</b>			
ESF-11	List of agriculture and natural resources o Suppliers o Services/contracts o Equipment o Equipment operators o Location of livestock feeders o Location of underground utilities o Location of water supplies o Location of packing plants or utilities o Location of markets o List of watersheds	Kansas Planning Standards 2006	P 11-2
ESF-11	Land cover map detailing land use (farmland, water, residential, etc.)	Kansas Planning Standards 2006	P 11-2

ESF-11	List of sites on the historical registry	Kansas Planning Standards 2006	P 11-2
ESF-11	Sample logs and forms	Kansas Planning Standards 2006	P 11-2
<b>Energy and Utilities</b>			
ESF-12	List ESF coordinating agency responsible for ESF #12	Kansas Planning Standards 2006	P 12-1
ESF-12	List primary agency responsible for ESF #12	Kansas Planning Standards 2006	P 12-1
ESF-12	List support agencies responsible for ESF #12	Kansas Planning Standards 2006	P 12-1
<b>Purpose</b>			
ESF-12	Purpose statement that describes the reason for the development of this annex	Kansas Planning Standards 2006	P 12-1
<b>Scope</b>			
ESF-12	Identify how the annex benefits the jurisdiction	Kansas Planning Standards 2006	P 12-1
<b>Policies</b>			
ESF-12	List county specific policies regarding ESF #12	Kansas Planning Standards 2006	P 12-1
<b>Concept of Operations</b>			
ESF-12	Identify the position responsible for managing the information flow to and from the EOC	Kansas Planning Standards 2006	P 12-1
ESF-12	Describe established systems for collecting, processing, and disseminating information	Kansas Planning Standards 2006	P 12-1
<b>Organization</b>			
ESF-12	Describe how the jurisdiction plans to deal with major utility outages that threaten public health and safety	Kansas Planning Standards 2006	P 12-1
ESF-12	Summarize how the jurisdiction plans to facilitate the response of utilities to major emergency situations	Kansas Planning Standards 2006	P 12-1
ESF-12	Describe actions that may be taken to preserve or protect utility capabilities	Kansas Planning Standards 2006	P 12-1
ESF-12	Describe the role of utilities in providing support for local government emergency response and recovery operations	Kansas Planning Standards 2006	P 12-1

ESF-12	Include a list of critical local facilities having priority for restoration of utilities during emergencies	Kansas Planning Standards 2006	P 12-1
ESF-12	Identify utilities serving the local area	Kansas Planning Standards 2006	P 12-1
<b>Notifications</b>			
ESF-12	Identify organizations or facilities responsible for providing initial notification	Kansas Planning Standards 2006	P 12-1
ESF-12	Reference appropriate plans and/or procedures for receiving or notifying certain facilities, departments, etc.	Kansas Planning Standards 2006	P 12-1
<b>Actions</b>			
ESF-12	<ul style="list-style-type: none"> <li>• Preparedness <ul style="list-style-type: none"> <li>o Describe actions of ESF #12 to be taken at preparedness</li> </ul> </li> <li>• Response <ul style="list-style-type: none"> <li>o Describe actions of ESF #12 to be taken at response</li> </ul> </li> <li>• Recovery <ul style="list-style-type: none"> <li>o Describe actions of ESF #12 to be taken at recovery</li> </ul> </li> <li>• Prevention <ul style="list-style-type: none"> <li>o Describe actions of ESF #12 to be taken at prevention</li> </ul> </li> </ul>	Kansas Planning Standards 2006	P 12-2
<b>Direction and Control</b>			
ESF-12	Describe how the emergency response energy support function will be directed and controlled	Kansas Planning Standards 2006	P 12-2
<b>Responsibilities</b>			
ESF-12	Summarize primary and support agency responsibilities for ESF #12	Kansas Planning Standards 2006	P 12-2
<b>Attachments (recommended)</b>			
ESF-12	Provide a map of each utility provide <ul style="list-style-type: none"> <li>o Indicate the area and number of customers served</li> </ul>	Kansas Planning Standards 2006	P 12-2
ESF-12	Sample forms and logs	Kansas Planning Standards 2006	P 12-2
<b>Energy and Utilities</b>			
ESF-13	List ESF coordinating agency responsible for ESF #13	Kansas Planning Standards 2006	P 13-1
ESF-13	List primary agency responsible for ESF #13	Kansas Planning Standards 2006	P 13-1

ESF-13	List support agencies responsible for ESF #13	Kansas Planning Standards 2006	P 13-1
<b>Purpose</b>			
ESF-13	Purpose statement that describes the reason for the development of this annex	Kansas Planning Standards 2006	P 13-1
<b>Scope</b>			
ESF-13	Identify how the annex benefits the jurisdiction	Kansas Planning Standards 2006	P 13-1
<b>Policies</b>			
ESF-13	List county specific policies regarding ESF #13	Kansas Planning Standards 2006	P 13-1
<b>Concept of Operations</b>			
ESF-13	Identify the position responsible for managing the information flow to and from the EOC	Kansas Planning Standards 2006	P 13-1
ESF-13	Describe established systems for collecting, processing, and disseminating information	Kansas Planning Standards 2006	P 13-1
<b>Organization</b>			
ESF-13	<p>Indicate how the jurisdiction will be organized to coordinate public safety and security support in an emergency</p> <ul style="list-style-type: none"> <li>o Describe or depict the coverage by public safety and security organizations in your jurisdiction</li> <li>o Describe or depict specialized capabilities within each organization <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Hazmat</li> <li><input checked="" type="checkbox"/> Explosive ordinance detection/disposal</li> <li><input checked="" type="checkbox"/> Aviation</li> <li><input checked="" type="checkbox"/> Radiological monitoring</li> </ul> </li> <li>o Describe the size of the force in terms of paid, volunteer, and reserve staffing</li> <li>o Identify level of certification of personnel as prescribed by 29CFR 1910.120</li> </ul>	Kansas Planning Standards 2006	P 13-1
ESF-13	<p>Describe criteria for securing area depending on the type of hazard</p> <ul style="list-style-type: none"> <li>o Hazardous materials</li> <li>o Criminal</li> <li>o Terrorism</li> <li>o Mass casualties</li> </ul>	Kansas Planning Standards 2006	P 13-1

ESF-13	<ul style="list-style-type: none"> <li>o Outline possible requirements for providing protection to key facilities</li> <li>o Emergency Operations Center (EOC)</li> <li>o Field Command Posts</li> <li>o Staging area</li> <li>o Lodging and feeding facilities</li> <li>o Established and temporary morgues</li> <li>o Hospitals/emergency centers</li> <li>o Correctional facilities</li> <li>o Protection of responders</li> </ul>	Kansas Planning Standards 2006	P 13-2
ESF-13	Describe the role of public safety and security agencies in terrorist incident response	Kansas Planning Standards 2006	P 13-2
ESF-13	Outline the role of public safety and security agencies in disaster reconnaissance	Kansas Planning Standards 2006	P 13-2
<b>Actions</b>			
ESF-13	<ul style="list-style-type: none"> <li>• Preparedness <ul style="list-style-type: none"> <li>o Describe actions of ESF #13 to be taken at preparedness</li> </ul> </li> <li>• Response <ul style="list-style-type: none"> <li>o Describe actions of ESF #13 to be taken at response</li> </ul> </li> <li>• Recovery <ul style="list-style-type: none"> <li>o Describe actions of ESF #13 to be taken at recovery</li> </ul> </li> <li>• Prevention <ul style="list-style-type: none"> <li>o Describe actions of ESF #13 to be taken at prevention</li> </ul> </li> </ul>	Kansas Planning Standards 2006	P 13-2
<b>Notifications</b>			
ESF-13	Identify organizations or facilities responsible for providing initial notification	Kansas Planning Standards 2006	P 13-2
ESF-13	Reference appropriate plans and/or procedures for receiving or notifying certain facilities, departments, etc.	Kansas Planning Standards 2006	P 13-2
<b>Responsibilities</b>			
ESF-13	Summarize primary and support agency responsibilities for ESF #13	Kansas Planning Standards 2006	P 13-2
<b>Attachments (recommended)</b>			
ESF-13	Map of public safety and security providers	Kansas Planning Standards 2006	P 13-2

ESF-13	Sample forms and logs	Kansas Planning Standards 2006	P 13-2
Long-term Community Recovery			
ESF-14	List ESF coordinating agency responsible for ESF #14	Kansas Planning Standards 2006	P 14-1
ESF-14	List primary agency responsible for ESF #14	Kansas Planning Standards 2006	P 14-1
ESF-14	List support agencies responsible for ESF #14	Kansas Planning Standards 2006	P 14-1
Purpose			
ESF-14	Purpose statement that describes the reason for the development of this annex	Kansas Planning Standards 2006	P 14-1
Scope			
ESF-14	Identify how the annex benefits the jurisdiction	Kansas Planning Standards 2006	P 14-1
Policies			
ESF-14	List county specific policies regarding ESF #14	Kansas Planning Standards 2006	P 14-1
Concept of Operations			
ESF-14	Identify the position responsible for managing the information flow to and from the EOC	Kansas Planning Standards 2006	P 14-1
ESF-14	Describe established systems for collecting, processing, and disseminating information	Kansas Planning Standards 2006	P 14-1
Organization			
ESF-14	Indicate how the jurisdiction will be organized to coordinate long-term community recovery and mitigation support in an emergency	Kansas Planning Standards 2006	P 14-1
ESF-14	Describe the general phases of disaster operations	Kansas Planning Standards 2006	P 14-1

ESF-14	<p>Outline the local concept of operations for a rapid impact assessment</p> <ul style="list-style-type: none"> <li>o Describe criteria for selection of a rapid impact assessment team members</li> <li>o Describe rapid impact assessment criteria and reporting</li> <li>o Number of persons affected in disaster area</li> <li>o Number of persons evacuated</li> <li>o Number of shelters open</li> <li>o Number of persons in shelter</li> <li>o Number of confirmed injured</li> <li>o Number of confirmed fatalities</li> <li>o Number of confirmed missing persons</li> <li>☒ Number of homes and businesses with damage</li> <li>☒ Destroyed, ☒ Major, ☒ Minor, ☒ Affected, ☒ Uninsured loss</li> <li>o Number of homes in flood plain</li> <li>o Number of acres burned</li> <li>o Number of critical care facilities damaged</li> <li>o Number of municipally or county owned facilities</li> <li>o Road, bridge, infrastructure damage</li> <li>o Road closures</li> <li>o Utility damage, ☒ Power,☒ Water</li> <li>o Economic impact of the disaster on the community</li> <li>o Demographics of community</li> <li>o County declaration issued</li> </ul>	Kansas Planning Standards 2006	P 14-1
ESF-14	<p>Outline the local concept of operation for an environmental assessment</p> <ul style="list-style-type: none"> <li>o Describe local capabilities and resources for conducting a chemical or radiological assessment of a containment structure</li> <li>o Contamination of water, air, food, and ingestion</li> <li>o Describe local capabilities and resources for conducting environment assessment for a biological event</li> </ul>	Kansas Planning Standards 2006	P 14-2
ESF-14	Describe how the local jurisdiction will request state and federal disaster recovery assistance	Kansas Planning Standards 2006	P 14-2

ESF-14	Summarize the types of disaster declarations that may be issued by federal officials and the types of assistance that may be made o Individual Assistance o Public Assistance o Hazard Mitigation	Kansas Planning Standards 2006	P 14-2
<b>Notifications</b>			
ESF-14	Identify organizations or facilities responsible for providing initial notification	Kansas Planning Standards 2006	P 14-2
ESF-14	Reference appropriate plans and/or procedures for receiving or notifying certain facilities, departments, etc.	Kansas Planning Standards 2006	P 14-2
<b>Actions</b>			
ESF-14	<ul style="list-style-type: none"> <li>• Preparedness</li> <li>o Describe actions of ESF #14 to be taken at preparedness</li> <li>• Response</li> <li>o Describe actions of ESF #14 to be taken at response</li> <li>• Recovery</li> <li>o Describe actions of ESF #14 to be taken at recovery</li> <li>• Prevention</li> <li>o Describe actions of ESF #14 to be taken at prevention</li> </ul>	Kansas Planning Standards 2006	P 14-2
<b>Direction and Control</b>			
ESF-14	Describe or depict the organization that will carry out the long-term community recovery function	Kansas Planning Standards 2006	P 14-3
ESF-14	Describe how long-term community recovery function will be directed, controlled, and coordinated	Kansas Planning Standards 2006	P 14-3
<b>Responsibilities</b>			
ESF-14	Summarize primary and support agency responsibilities for ESF #14	Kansas Planning Standards 2006	P 14-3
<b>Attachments (recommended)</b>			
ESF-14	Rapid Impact forms	Kansas Planning Standards 2006	P 14-3
ESF-14	Sample logs and forms	Kansas Planning Standards 2006	P 14-3
<b>External Communications</b>			

ESF-15	List ESF coordinating agency responsible for ESF #15	Kansas Planning Standards 2006	P 15-1
ESF-15	List primary agency responsible for ESF #15	Kansas Planning Standards 2006	P 15-1
ESF-15	List support agencies responsible for ESF #15	Kansas Planning Standards 2006	P 15-1
<b>Purpose</b>			
ESF-15	Purpose statement that describes the reason for the development of this annex	Kansas Planning Standards 2006	P 15-1
<b>Scope</b>			
ESF-15	Identify how the annex benefits the jurisdiction	Kansas Planning Standards 2006	P 15-1
<b>Policies</b>			
ESF-15	List county specific policies regarding ESF #15	Kansas Planning Standards 2006	P 15-1
<b>Concept of Operations</b>			
ESF-15	Identify the position responsible for managing the information flow to and from the EOC	Kansas Planning Standards 2006	P 15-1
ESF-15	Describe established systems for collecting, processing, and disseminating information	Kansas Planning Standards 2006	P 15-1
<b>Organization</b>			
ESF-15	<p>Indicate how the jurisdiction will be organized to coordinate external communications support in an emergency</p> <ul style="list-style-type: none"> <li>o Describe general emergency information needs and how information will be collected and disseminated</li> <li>o Provide general guidance for dealing with the media</li> <li>o Outline policies relating to access by the media to incident sites and emergency facilities</li> </ul>	Kansas Planning Standards 2006	P 15-1
ESF-15	Describe methods of disseminating information and instruction to the public during emergency situations	Kansas Planning Standards 2006	P 15-1
ESF-15	Describe methods of disseminating emergency information to special populations	Kansas Planning Standards 2006	P 15-1
ESF-15	Describe the Joint Information System (JIS)	Kansas Planning Standards 2006	P 15-1

ESF-15	Describe the Joint Information Center	Kansas Planning Standards 2006	P 15-1
<b>Notifications</b>			
ESF-15	Identify organizations or facilities responsible for providing initial notification	Kansas Planning Standards 2006	P 15-1
ESF-15	Reference appropriate plans and/or procedures for receiving or notifying certain facilities, departments, etc.	Kansas Planning Standards 2006	P 15-1
<b>Actions</b>			
ESF-15	<ul style="list-style-type: none"> <li>• Preparedness <ul style="list-style-type: none"> <li>o Describe actions of ESF #15 to be taken at preparedness</li> </ul> </li> <li>• Response <ul style="list-style-type: none"> <li>o Describe actions of ESF #15 to be taken at response</li> </ul> </li> <li>• Recovery <ul style="list-style-type: none"> <li>o Describe actions of ESF #15 to be taken at recovery</li> </ul> </li> <li>• Prevention <ul style="list-style-type: none"> <li>o Describe actions of ESF #15 to be taken at prevention</li> </ul> </li> </ul>	Kansas Planning Standards 2006	P 15-2
<b>Direction and Control</b>			
ESF-15	Identify by position or title who has responsibility of organizing and coordinating external communications function during emergency operations	Kansas Planning Standards 2006	P 15-2
ESF-15	Identify the position responsible for managing the information flow to and from the EOC	Kansas Planning Standards 2006	P 15-2
ESF-15	Describe established systems for collecting, processing, and disseminating information	Kansas Planning Standards 2006	P 15-2
<b>Responsibilities</b>			
ESF-15	Summarize primary and support agency responsibilities for ESF #15	Kansas Planning Standards 2006	P 15-2
<b>Attachments</b>			
ESF-15	Sample press releases	Kansas Planning Standards 2006	P 15-2
ESF-15	Sample protective action measures	Kansas Planning Standards 2006	P 15-2
ESF-15	List resources available for disseminating emergency public information	Kansas Planning Standards 2006	P 15-2

ESF-15	Include pre-scripted emergency messages	Kansas Planning Standards 2006	P 15-2
ESF-15	Include public information checklists for principal hazards	Kansas Planning Standards 2006	P 15-2
ESF-15	Sample hazard specific educational materials	Kansas Planning Standards 2006	P 15-2