

ANNEX N

Direction & Control



STATE OF TEXAS EMERGENCY MANAGEMENT PLAN

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STATE OF TEXAS
EMERGENCY MANAGEMENT PLAN

ANNEX N

Direction and Control

APPROVAL AND IMPLEMENTATION

This annex is hereby accepted for implementation and supersedes all previous editions.

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Date

SIGNED

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TABLE OF CONTENTS ANNEX N

DIRECTION AND CONTROL

I.	AUTHORITY AND REFERENCES	1
II.	PURPOSE	1
III.	SITUATION AND ASSUMPTIONS	1
IV.	CONCEPT OF OPERATIONS	1
A.	STATE DIRECTION & CONTROL SYSTEM	1
B.	STATE DIRECTION AND CONTROL AUTHORITIES	2
C.	DIRECTION AND CONTROL FACILITIES	3
D.	COMMUNICATIONS AND WARNING SYSTEMS	8
E.	GENERAL OPERATIONAL GUIDANCE	8
F.	SPECIALIZED RESOURCE PLANNING	12
G.	FEDERAL RESPONSE INTERFACE	13
H.	MUTUAL ASSISTANCE	13
I.	CONTINGENCY PLANS	14
V.	ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES	15
A.	ORGANIZATION	15
B.	ASSIGNMENT OF RESPONSIBILITIES	16
C.	STATE AGENCY EMERGENCY STAFFING REQUIREMENTS	18
VI.	DIRECTION & CONTROL	18
VII.	EMERGENCY RESPONSE LEVELS/ACTION GUIDES.....	20
A.	EMERGENCY RESPONSE LEVELS	20
B.	ACTION GUIDES	20
VIII.	CONTINUITY OF GOVERNMENT	21
IX.	ADMINISTRATION AND SUPPORT.....	21
A.	STANDARD OPERATING PROCEDURES (SOPs)	21
B.	REPORTS	21
C.	EXPENDITURES AND RECORD KEEPING	21
D.	POST-INCIDENT AND EXERCISE REVIEW	22
X.	ANNEX DEVELOPMENT & MAINTENANCE	22

APPENDICES

- 1. Direction and Control ESF Composition**
- 2. Requests for Assistance**
- 3. Reporting During Emergency Operations**

EXPLANATION OF TERMS

A. ACRONYMS

ACP	Area Contingency Plan
ARF	Action Request Form (FEMA)
CAP	Civil Air Patrol
DDC	Disaster District Committee
DPS	Texas Department of Public Safety
DSHS	Department of State Health Services
EAS	Emergency Alert System
EEI	Essential Elements of Information
EMAC	Emergency Management Assistance Compact
EMC	Emergency Management Coordinator
EOC	Emergency Operations Center
ERT	FEMA Emergency Response Team
ERT-A	Advance Element of the FEMA Emergency Response Team
ESC	Emergency Support Center
ESF	Emergency Support Function
FCO	Federal Coordinating Officer
FEMA	Federal Emergency Management Agency
GAR	Governor's Authorized Representative
GLO	General Land Office
IC	Incident Commander
ICP	Incident Command Post
ICS	Incident Command System
IMT	Incident Management Team
JFO	Joint Field Office
NOC	National Operations Center
NCP	National Oil and Hazardous Substances Pollution Contingency Plan
NGO	Non-Governmental Organization
NIMS	National Incident Management System
NRF	National Response Framework
OHS	Office of Homeland Security
RIMT	Regional Incident Management Team
RRC	Railroad Commission
SCO	State Coordinating Officer
SEMC	State Emergency Management Council
SOC	State Operations Center
SOP	Standard Operating Procedure
TEEX	Texas Engineering Extension Service
TDEM	Texas Division of Emergency Management
TFS	Texas A&M Forest Service
TLETS	Texas Law Enforcement Tele-Communications System
TMF	Texas Military Forces
TTF1	Texas Task Force 1
TxVOAD	Texas Voluntary Organizations Active in Disaster

B. Definitions

See Basic Plan, Definitions

ANNEX N

DIRECTION AND CONTROL

I. AUTHORITY AND REFERENCES

See Basic Plan, Section I.

II. PURPOSE

Definitions, Applicability, and Focus

1. The purpose of this annex is to define the organization, operational concepts, responsibilities, and procedures to accomplish state emergency direction and control in Texas.
2. This annex is applicable to all State agencies, boards, commissions, and departments assigned emergency responsibilities, and to others as designated by the Governor or Director of the Office of Homeland Security (OHS), as well as local governments in Texas.
3. The primary focus of this annex is coordination of state-level emergency response operations. The coordination of state-level disaster recovery and hazard mitigation activities is addressed in Annexes J (Recovery) and P (Hazard Mitigation), respectively.

III. SITUATION AND ASSUMPTIONS

See Basic Plan, Section III.

IV. CONCEPT OF OPERATIONS

A. STATE DIRECTION & CONTROL SYSTEM

1. The State direction and control system utilizes processes, protocols, and procedures of the National Incident Management System (NIMS) to effectively and efficiently strengthen preparedness for terrorist attacks, natural disasters, and other emergency situations that develop in Texas. This preparedness includes integration with federal direction and control elements when required under the National Response Framework (NRF). Components of the State direction and control system to accomplish emergency response and disaster recovery requirements include comprehensive plans and procedures, personnel and material resources, operational facilities, and effective communications.
2. The direction and control system is intended to:
 - a. Provide emergency managers and key decision-makers information about emergency situations that may require government action to prevent or resolve.

- b. Give emergency managers and decision-makers a means of determining the emergency resources needed to prevent or resolve an emergency situation by meeting the most critical needs as they occur or likely to occur.
- c. Facilitate development of coordinated plans to resolve current and anticipated emergency needs and problems.
- d. Provide communications between various direction and control facilities and - emergency response forces to ensure a clear picture and understanding of the current situation, critical needs, the status of resources committed and available, and the status of ongoing and expected response and recovery operations.

B. STATE DIRECTION AND CONTROL AUTHORITIES

1. During emergencies and disaster operations, state and local government personnel, to the greatest extent possible, will remain under the established management and supervisory control of their parent organizations. The state direction and control system includes a number of key state and local decision-makers charged with the responsibility for providing guidance and direction for emergency response and/or recovery efforts to ensure essential needs are met. These decision-makers have the authority to commit state or local resources necessary to meet prioritized needs and to request additional resources from other sources if the resources they control are insufficient or inappropriate for the tasks that must be performed to prevent casualties and protect public and private property. They also have the authority to issue mission assignments that involve the commitment of state or local human and/or material resources and expend funds to meet emergency and/or disaster needs.
2. Key emergency management decision-makers at each organizational level include:
 - a. State Level

The Governor, the Director of OHS, the Assistant Director of TDEM, the Governor's Authorized Representative (GAR), and the State Coordinating Officer (SCO).
 - b. Regional Level

Area, Unified, and Unified Area Commands and Disaster District Committee (DDC) Chairpersons.
 - c. Local Government Level

Mayor, County Judge, and Emergency Management Coordinator (EMC).
 - d. Incident Level

Incident Commander (IC).

3. Additional explanations of roles and responsibilities of these key decision-makers are outlined in Section V.B of the Basic Plan.

C. DIRECTION AND CONTROL FACILITIES

While there are several different types of direction and control facilities employed in Texas, they all share some common characteristics. All must have adequate workspace, appropriate communications capabilities, and uninterrupted power to effectively support activities to coordinate and manage emergency operations. Facilities must also be established in accessible locations that offer protection from hazards, and facilitate direction and control of the entire area of responsibility.

1. Primary State Direction & Control Facilities for Response

The relationship of primary state direction and control facilities for emergency response is depicted in Figure 1 on the following page. These facilities include:

a. SOC

- 1) Statewide emergency direction and control will be exercised from the SOC located at the Department of Public Safety (DPS) Headquarters in Austin, Texas.
- 2) Although the SOC has a designated alternate facility, Disaster District EOCs could also serve as alternate SOC facilities. If a Disaster District EOC is designated to function as the alternate SOC, staffing and communications would have to be enhanced to carry out expanded responsibilities.

b. Disaster District EOCs

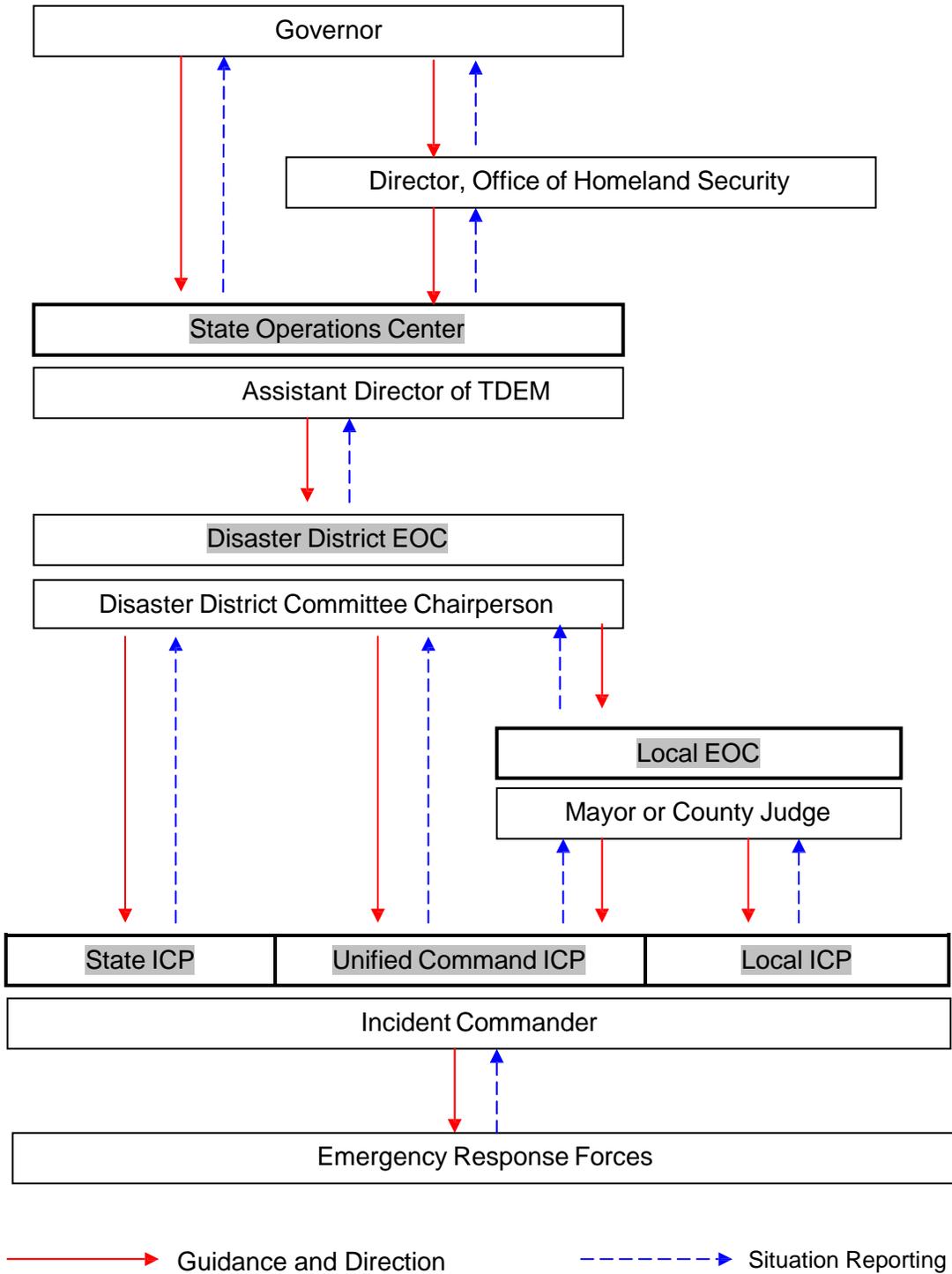
- 1) The State's 29 Disaster Districts are its regional emergency management authorities. Each Disaster District has a Disaster District Committee (DDC), chaired by the senior Highway Patrol captain or lieutenant in the district, and composed of representatives of Emergency Management Council member agencies that have resources in the District. Disaster Districts operate from DPS field offices; areas of responsibility are depicted in Attachment 5 to the Basic Plan. The DDC Chairperson normally exercises emergency direction and control from the Disaster District EOC.
- 2) To ensure survivability of regional direction and control capabilities, DDC chairpersons will identify an alternate EOC facility for their districts.

c. Local EOCs

Local governments establish EOCs to provide a facility for direction and control of emergency operations for major emergencies and disasters. Elected officials and, where appropriate, city managers normally provide general guidance for EOC operations. EOCs are staffed by representatives

Figure 1

State Emergency Direction and Control System



of local government departments, agencies, and volunteer groups active in disasters. Some local EOCs are combined city/county facilities. Many local governments have designated alternate EOC facilities. Some small local governments may not have an EOC.

d. Incident Command Posts (ICPs)

- 1) ICPs are an integral element of the Incident Command System (ICS). ICS is a standardized on-scene emergency management construct specially designed to provide for the adoption of an integrated organizational structure that reflects the complexity and demands of single or multiple incidents, without being hindered by jurisdictional boundaries. ICS is the combination of facilities, equipment, personnel procedures, and communications designed to aid in the management of resources during incidents. The individual responder or the person in charge of the units that arrive first at the scene of an incident will initiate ICS, establish an ICP, and assume the role of Incident Commander. That person remains in charge until command is transferred to a more senior or more qualified individual. The Incident Commander is generally a local responder, but command is sometimes transferred to a more qualified individual from another jurisdiction or a state or federal agency.
- 2) ICPs are typically the field location at which the primary tactical-level, on-scene incident command functions are performed. They may be co-located with the incident base or other incident facilities and are normally identified by green rotating or flashing lights. An ICP provides the Incident Commander and staff a centralized location for planning response operations, managing all emergency resources committed to the incident, and communicating with response elements and the next higher level direction and control facility. Some jurisdictions and state and federal agencies operate mobile command posts.
- 3) State resources are most frequently committed to emergency operations in response to a request from a local government dealing with an emergency situation. Hence, state responders will normally find a local incident commander managing the emergency response at a local ICP and perform missions requested by that commander.
- 4) A state ICP may be established when state agencies are conducting emergency operations on state land or at state facilities, when the State has legal responsibility to manage an incident, or when significant state resources are committed to respond to the incident.

- 5) When an incident involves more than one agency with incident jurisdiction or when incidents cross political jurisdictions, the ICS structure may be transitioned from a single command to a Unified Command organization. Agencies work together through the members of the Unified Command to establish their designated Incident Commanders at a single ICP and to establish a common set of objectives and strategies for a single Incident Action Plan.

e. Operational Considerations for Primary Direction and Control Facilities

- 1) ICP Only Activation

At the local level, many of the emergency situations which occur on a daily basis, such as structural fires or small fuel spills, will be handled by an Incident Commander directing resources from one or two local emergency services. The local EOC is generally not activated for daily incidents.

- 2) EOC Only Activation

Local and state EOCs may be activated without activation of an ICP. Typical occasions when an EOC may be activated without an ICP include:

- (a) To monitor an impending threat, such as a hurricane, where no incident site yet exists.
- (b) To coordinate the response to an emergency that has had an impact over a wide area, such as an ice storm.

- 3) Phased Activation of EOCs

The state and virtually all local governments have procedures for phased activation of their EOCs. Procedures typically provide for a minimal activation of the facility to monitor impending threats, a limited activation involving selected staff and several departments or agencies to work specific response issues, or a full activation of the facility for major emergencies and disasters.

- 4) EOC – ICP Interface

- (a) The mission and responsibilities of the EOC and ICP are distinct and it is vital that all personnel involved in emergency operations understand those distinctions.
- (b) The Incident Commander (IC), operating from the ICP, has overall authority and responsibility for conducting incident operations and is responsible for the management of all incident operations at the incident site. This responsibility includes the development of

strategies, tactics, and the ordering and release of resources. The Incident Commander is thus responsible for isolating the scene, directing and controlling all resources at the site, warning the population in the immediate area, implementing protective measures for responders and the population in the immediate area, and implementing traffic control in and around the incident site. Regular situation updates are provided from the ICP to the EOC. The ICP is responsible for developing an IC approved incident action plan and communicating it to the EOC, requesting the resources needed to carry out required tasks, and implementing the plan.

- (c) The EOC is the physical location where the coordination of information and resources to support incident management activities takes place. This may be a temporary facility or may be located in a more central or permanently established facility, perhaps at a higher level of organization within a jurisdiction, and may be organized by major functional disciplines, by jurisdiction, or some combination. Required activities beyond the incident site will be conducted here. EOC responsibilities may include: mobilizing and deploying local resources to the incident site, disseminating community-wide warning and public information, planning and conducting evacuations beyond the incident site, organizing and implementing shelter and mass care arrangements for evacuees, requesting additional resources from external sources, and obtaining technical assistance and information requested by the ICP.
- (d) Continuous coordination between the ICP and EOC is necessary to provide an effective response. When working problems that require action by both the ICP and the EOC, it is essential to arrive at a clear division of responsibilities for specific tasks.

2. Other Direction & Control Facilities for Response

a. Organizational Emergency Support Center (ESC)

ESC is a generic term for the facilities used by some departments and agencies that have a large amount of resources in many locations to monitor the location and status of their personnel, equipment, and supply resources and activate and deploy them during emergencies. Such facilities have a variety of unique names. The facilities may make use of specialized resource management personnel, computerized databases, and maps used for day-to-day operations to provide information to agency/department representatives in the SOC or DDC EOCs to assist them in responding to requests for agency resources during emergencies. Either state or local departments and agencies may establish an ESC. Under NIMS, an ESC is part of the Multi-agency Coordination System.

b. Area Command (Unified Area Command)

An area command may be established by the State (1) to oversee the management of multiple incidents that are each being handled by an ICS

organization or (2) to oversee the management of large or multiple incidents to which several Incident Management Teams have been assigned. Area Command has the responsibility to set overall strategy and priorities, allocate critical resources according to priorities, ensure that incidents are properly managed, and ensure that objectives are met and strategies followed. Area Command becomes Unified Area Command when incidents are multi-jurisdictional. Area Command may be established at an EOC facility or at some location other than an ICP. Hazards that may create a need for an area command include widespread wildfires or an ice storm that affects a large area. The Assistant Director of TDEM will coordinate with affected DDC Chairpersons and, where appropriate, primary agencies for pertinent state emergency support functions to determine the need for an area command.

3. Direction and Control for Recovery

The Federal Emergency Management Agency (FEMA) following a Major Disaster declaration by the President pursuant to the Stafford Act normally establishes a Joint Field Office (JFO) locally. The JFO serves as the central point for Federal, State, and local executives with responsibility for incident oversight, direction, and/or assistance to effectively coordinate protection, prevention, preparedness, response, and recovery actions. The JFO is supervised by the Federal Coordinating Officer (FCO) and State Coordinating Officer (SCO) and is staffed by state and federal agency representatives and liaison personnel.

D. COMMUNICATIONS AND WARNING SYSTEMS

The execution of direction and control responsibilities is greatly dependent upon communications capabilities between designated key decision-makers and direction and control facilities. DPS operates the primary state emergency communications system; it provides statewide linkage between local and state-level EOCs. The same system is also utilized as the State's primary warning system and provides statewide connectivity between local and state-level warning points and centers. Detailed discussions concerning these systems are included in Annex A (Warning), and Annex B (Communications), to the State Plan.

E. GENERAL OPERATIONAL GUIDANCE

1. General Responsibilities

- a. In Texas, initial emergency response is generally the responsibility of local jurisdictions (city and county governments). State law requires that all local jurisdictions have their own emergency management program or be part of an interjurisdictional program to prepare and maintain a local emergency management plan.
- b. Local emergency responders handle emergency responses to emergency situations at most state facilities. Some larger state facilities have their own emergency responders, but even those facilities often rely on local government for some emergency services. These arrangements are often covered by written agreements between the state agency and local governments concerned.

2. Requests for Assistance

a. Requests for Assistance from Local Governments

- 1) In responding to an emergency, local governments are expected to utilize their own resources before calling on the State for assistance. These resources include:
 - (a) Resources owned, operated, or controlled by local government.
 - (b) For jurisdictions in an interjurisdictional emergency management program, resources of other jurisdictions that are part of the program.
 - (c) Contract resources to which the local government may assign tasks.
 - (d) Resources available to the jurisdiction by purchase, rental, or lease.
 - (e) Resources available from other parties pursuant to mutual aid agreements. Local governments may execute mutual aid agreements with other local governments, with state and federal facilities, and with a variety of other entities.
 - (f) Resources provided by individuals, volunteer groups, or businesses pursuant to agreements or on an ad hoc basis.
- 2) Local mayors and county judges are also authorized to invoke certain emergency powers during major emergencies and disasters. These powers provide them the capability to obtain additional local resources through emergency purchases and contracting and, under certain circumstances, to commandeer public and private property for emergency use.
- 3) If the resources available to local government are insufficient or inappropriate to mitigate or resolve the emergency situation, the chief elected official or an individual designated to act for that individual may request assistance from the State. Cities must seek assistance from their county before asking for state assistance.

b. Requests for Assistance from State Agencies

On those occasions where a state agency is managing the emergency response to an incident, the State IC will normally obtain additional resources through agency channels. The IC may coordinate minor assistance needed from other state agencies directly with the local office of the agency concerned. If, however, significant resources, technical assistance, or information are required from other state agencies, the IC should request such support through the DDC Chairperson.

c. DDC Response to Requests for Assistance

Requests for state emergency response assistance must be submitted to the DDC Chairperson having responsibility for the area where the incident is occurring. The DDC Chairperson is expected to determine the validity of the request, use the Committee resources to identify state resources in the district capable of meeting the need, and coordinate the deployment of the most suitable state assets that can satisfy the local government request. Requests for activation of Texas National Guard and State Guard resources or use of the Civil Air Patrol (CAP) must be forwarded to TDEM for coordination.

d. SOC Response to Requests for Assistance

If appropriate state response resources are not available within the Disaster District, or if the resources available within the District are insufficient to meet the requirements of the emergency situation, the DDC Chairperson will forward the request to the SOC in Austin for action. The Assistant Director of TDEM and/or SOC staff will coordinate with representatives of the departments, agencies, and organizations that compose the State Emergency Management Council (SEMC) to identify suitable response assets to meet the need. TDEM is responsible for obtaining approval from the Governor's Office where necessary and coordinating with the requester and the agencies supplying and transporting resources regarding the delivery of those resources. State emergency support and assistance will be provided as quickly and as efficiently as possible, with due consideration given to the cost to the State.

e. Coordination of External Assistance

1) If appropriate resources to deal with an emergency situation are not available by the State of Texas, the State will seek to obtain the needed resources:

- (a) Within the state pursuant to intrastate mutual aid agreements.
- (b) From other states pursuant to a variety of interstate mutual aid compacts to which the State is a party such as the Emergency Management Assistance Compact (EMAC).
- (c) By memorandums of understanding.
- (d) From volunteer groups active in disaster.
- (e) By emergency purchases, leases, or rentals.
- (f) From the federal government through FEMA or directly from other federal departments as applicable under the NRF.

2) See Appendix 2 to this annex for more information on how requests for assistance will be handled by direction and control facilities.

3. Resource Identification and Selection

All levels of government in Texas employ a functional approach to emergency management problem solving that involves the cooperative efforts of departments, agencies, and other organizations.

a. SOC and Disaster District EOCs

- 1) The SOC and Disaster District EOCs employ an organizational scheme based on emergency support functions (ESFs); the federal government also uses this organizational scheme.
- 2) ESFs consist of a grouping of government and certain non-governmental organizations into an arranged structure to provide the support, resources, program implementation, and services that are most likely to be needed to save lives, protect property and the environment, restore essential services and critical infrastructure, and help victims and communities return to normal, when feasible, following domestic incidents. The ESFs serve as the primary operational-level mechanism to provide assistance. When a need for personnel, equipment, supplies, technical assistance, or information to support emergency operations occurs, the SOC Controller tasks the most appropriate ESF to analyze the need, review options to satisfy the requirement, and recommend the most suitable resources to meet the need. When a decision is made, the DDC Chairperson or SOC Controller issues a mission assignment to the appropriate agency or organization, who in turn commits resources, provides technical assistance, or provides required information to mitigate or resolve the problem.
- 3) A primary agency for each ESF coordinates the efforts of the group. ESFs are matrix organizations; some agencies and departments are members of one or two ESFs, while others participate in many. The various state ESFs are discussed in Section V of the State Plan and are detailed in each of its functional annexes. The use of ESFs to coordinate emergency resources in an emergency operations center environment does not alter the role of “lead” agencies required by state law or rules to exercise state oversight at the incident site.

b. Local EOCs

Most local governments do not use the term ESF, but employ the same basic type of multi-agency functional teams to receive and analyze problems, formulate solutions, and provide resources, technical assistance, or information to resolve emergency situations.

F. SPECIALIZED RESOURCE PLANNING

1. Military Support

Texas Military Forces (TMF) possess a wide range of resources and capabilities (see State Annex W – Military Support). These assets are not normally employed as initial state emergency response forces because of time needed to activate and deploy units to the incident site and the relatively high cost of these resources. Except for life saving operations and requirements for the unique capabilities possessed by TMF, mission assignments for military support will normally be issued after other resources have been committed. Activation and commitment of TMF assets requires approval by the Governor, which must be obtained by the SOC staff. There are restrictions on the types of missions that may be performed by TMF units. Because of these unique requirements, and also because of the diversity and quantity of resources and capabilities, a separate Military Support ESF was established. Annex W (Military Support) to the State Plan provides planning and employment guidance for military support operations in Texas.

2. Civil Air Patrol (CAP)

Requests for CAP support must be submitted to the SOC for approval. The SOC will coordinate mission assignments with the CAP.

3. Incident Management Teams (IMTs)

The mission of IMTs is to provide additional state direction and control and response resources to assist DDC Chairpersons in carrying out emergency response and recovery operations in areas impacted by a major or catastrophic disaster. The Texas A&M Forest Service (TFS) has organized several IMTs composed of experienced NIMS/ICS personnel that can be deployed as needed to either manage or assist in the management of emergency response operations. TFS IMTs manage wildfires in coordination with the DDC Chairperson. The IMT is under the operational control of the DDC Chairperson when mobilized for all-hazard incidents. TFS is also responsible for developing Regional Incident Management Teams (RIMTs) which are staffed by personnel from state agencies and local emergency responders. These teams are developed to assist in the handling of disaster-type situations at the local, regional and state level. These teams can be used for local response without activation by the state. With the exception of TFS IMT response to wildfires, state activation of all IMTs requires approval by the Governor following a request by the Chief, TDEM. A Delegation of Authority will be provided to the IMT that is activated by the state. This document will clearly state the expectations for the team in addition to the operational authority, restrictions and reporting requirements.

4. Texas Task Force One (TTF1)

TTF1 is equipped, maintained, and operated by Texas Engineering Extension Service (TEEX). It is a short notice, multi-disciplined task force available for air and/or ground deployment and operations in Texas or other locations as needed.

Tactical components of TTF1 include Water Rescue Teams which are strategically located in various parts of the State (see State Annex R – Search & Rescue for more information).

G. FEDERAL RESPONSE INTERFACE

The National Operations Center (NOC) is the primary hub for domestic incident management operational coordination and situational awareness. The NOC facilitates homeland security information-sharing and operational coordination with other federal, state, local, tribal, and non-governmental EOCs. Upon approval of a federal emergency or major disaster declaration, the FEMA Region VI Director, in coordination with the NOC, will normally deploy federal-level direction and control elements to Texas. A regional Emergency Response Team advance element (ERT-A), consisting of representatives of federal agencies tasked to provide response/recovery assistance will deploy to the SOC in Austin. The exact size and composition of the ERT-A will be determined by the situation and is intended to be sufficient to coordinate direction and control, communications, and resource support with the State until the full ERT becomes operational at the JFO. Also, a Joint Information Center (JIC) for coordinating public information would be established for major emergencies/disasters (see State Annex I – Public Information).

H. MUTUAL ASSISTANCE

1. Intra-State Mutual Assistance

- a. Pursuant to Chapter 791 of the Government Code, local jurisdictions are authorized to enter into mutual aid agreements with neighboring jurisdictions to provide resources to respond to emergencies. Many such agreements are in place throughout Texas and are used on a daily basis. Each mutual aid agreement includes procedures for requesting and providing emergency assistance, and may also include provisions that address training, insurance, liability and financial reimbursement issues. Some local governments have also executed mutual aid agreements with state agencies, federal facilities, and industry.
- b. Local governments may also obtain support from other jurisdictions under the provisions of the *Texas Fire and Rescue Mutual Aid Plan*. This plan, which is discussed below, provides for local jurisdictions to request and provide mutual aid for fire and rescue operations on a statewide basis.

2. Interstate Mutual Assistance

- a. Texas is a member of the multi-state Emergency Management Assistance Compact (EMAC). The Compact includes procedures for requesting emergency response and recovery assistance from other states and responding to requests for assistance from other states. The Chief of TDEM and the State EMAC Coordinator are responsible for coordinating requests for assistance pursuant to the EMAC; the SOC maintains the state operating procedures for EMAC.

- b. Texas is also a signatory to multi-state mutual assistance agreements for firefighting and radiological emergency response support. The lead agencies for these agreements are the Texas A&M Forest Service (TFS) and the Texas Department of State Health Services (DSHS). More information on these agreements is provided in Annex F (Firefighting), and Annex D (Radiological Emergency Management), to the State Plan.

I. CONTINGENCY PLANS

There are a number of state and federal contingency plans that guide the state and federal response to hazard and event specific situations; some of these plans provide for the commitment of specialized resources needed to respond to certain emergency situations. These plans supplement the *State of Texas Emergency Management Plan* and include:

1. The National Response Framework (NRF)

This plan provides the structure and mechanisms for national-level policy and operational direction for domestic incident management and can be partially or fully implemented in the context of a threat, anticipation of a significant event, or in response to an Incident of National Significance. Selective implementation through the activation of one or more of the National Response Plan elements allows maximum flexibility to meet the unique operational and information-sharing requirements of any situation and enables effective interaction among various governments and non-government organizations. For example, the Nuclear/Radiological Incident Annex of the NRF provides for a timely, coordinated response by federal agencies to radiological incidents. Emergency response and recovery assistance is provided pursuant to the Stafford Act (Public Law 93-288 as amended by Public Law 100-707). Provisions of the NRF have been integrated into the *State of Texas Emergency Management Plan* and its annexes.

2. The National Oil and Hazardous Substances Pollution Contingency Plan (NCP) & Area Contingency Plans (ACPs)

The NCP is a plan for a coordinated federal, state, and local government response to a discharge, or substantial threat of discharge of oil, or a release of a hazardous substance from a vessel, offshore facility, or onshore facility which may affect coastal waters. ACPs are subsidiary documents that address emergency response in specific coastal areas; there are currently three ACPs in effect that cover Texas coastal areas. These plans are developed and maintained by the US Coast Guard and the Environmental Protection Agency in coordination with the Texas Commission on Environmental Quality (TCEQ), the General Land Office (GLO), and the Railroad Commission of Texas (RRC). Responsibilities and implementation procedures for these plans are addressed in Annex Q to the State Plan.

3. Dam Safety Plans

These plans, also referred to as “Emergency Action Plans”, are developed and maintained by the Corp of Engineers, state river authorities, and other agencies

that own and operate dams in Texas. The plans are stand-alone documents that address the site as well as the downstream impacts of a dam failure. Plans have not been developed for all dams. Copies of completed plans are maintained by TDEM and associated state agencies.

4. Texas Emergency Alert System (EAS) Plan

The Texas EAS Plan provides background data and prescribes specific procedures and priorities for the broadcast and cable media to issue emergency information and warning to the general public in the State of Texas or any portion thereof within the broadcast coverage and cable system service area, at the request of designated state and federal government officials. These procedures were prepared by the Texas State Emergency Communications Committee, DPS, TDEM, the Federal Communications Commission, the National Weather Service, FEMA, and the broadcasters and cable operators of Texas. Subsidiary plans have been developed for 25 geographic areas to disseminate emergency messages throughout the State. A detailed discussion of the EAS is provided in Annex A to the State Plan.

5. Texas Fire and Rescue Mutual Aid Plan

This plan, prepared by the Statewide Mutual Aid Committee composed of state and local government representatives, provides for regional and statewide fire and rescue mutual aid. The plan details procedures for local jurisdictions in Texas to request resources to support firefighting and rescue operations from other jurisdictions and to provide resources to other jurisdictions that have agreed to the statewide mutual aid agreement and provided information on their resources. The plan also addresses administrative and financial aspects of mutual aid. TFS and the Texas Engineering Extension Service coordinate mutual aid requests pursuant to the plan. Additional information is provided in Annex F (Firefighting), and Annex R (Search & Rescue), to the State Plan.

V. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

A. ORGANIZATION

1. See Basic Plan, Section V.A and Attachments 1 and 2.
2. All ESFs identified in the Basic Plan are composed of personnel and resources of several state agencies/organizations. Each group is directed by a primary agency selected on the basis of its authority and capability in that particular functional area. The other agencies and organizations within the group are designated as support agencies and organizations based on their ability to provide equipment, personnel, and expertise in support of functional tasks. All SEMC agencies/organizations are included in the Direction & Control ESF (See Appendix 1 to this Annex.)

B. ASSIGNMENT OF RESPONSIBILITIES

1. General

All agencies/organizations assigned to the Direction & Control ESF will:

- a. Designate a Council Representative and provide TDEM a current list of organizational representatives for the SEMC Call List.
- b. Designate and train personnel to serve as agency representatives at emergency facilities during emergency operations and develop and maintain appropriate standard operating procedures (SOPs).
- c. Ensure that agency representatives performing emergency duties have or have access to a current inventory of agency resources, a list of key agency contacts, and pertinent reference materials.
- d. Maintain emergency notification procedures to recall trained agency personnel for emergency duty in the State and Disaster District EOCs, the JFO, command posts, and other facilities.
- e. Participate in emergency management training and exercises.
- f. Provide, within capabilities, personnel, equipment, and other assistance to support emergency response and recovery operations.
- g. Have procedures to collect, record, and report essential emergency management information.
- h. Maintain the capability to assess the impact of an emergency situation on agency facilities and resources.
- i. Provide technical advice and participate in solving problems related to emergency response and recovery activities.
- j. Execute emergency response or recovery mission assignments issued by state direction and control authorities.
- k. Provide periodic situation updates on agency response and recovery efforts and any problems encountered or anticipated during such operations to the State or DDC EOC staff for inclusion in briefings and consolidated situation reports. See Appendix 4 to this Annex, for reporting considerations.

2. Summary of Specific Agency Emergency Responsibilities

See Basic Plan, Attachment 9.

3. TDEM will:
 - a. Determine staffing requirements appropriate to emergency situation and activate and operate the SOC and support the Emergency Management Council at the level needed to carry out required emergency operations.
 - b. Develop, maintain, and implement the SOC SOP, the Emergency Management Council SOP and other specialized SOPs needed for SOC emergency response and recovery responsibilities assigned in the State Plan.
 - c. Posture the SOC and state emergency response and recovery resources.
 - d. Receive requests for state emergency assistance, identify resources to satisfy those requests, and coordinate the dispatch of those resources to the Disaster District or local government concerned. Monitor the status and accomplishments of committed resources. See Appendix 3 for further information.
 - e. Resolve emergency response and recovery problems.
 - f. Collect, record, analyze, and display emergency situation data and resource commitment information to support emergency operations.
 - g. Maintain the capability to communicate with the Disaster Districts, local EOCs, FEMA and other federal agencies, other states, and other agencies and organizations as needed to plan for, coordinate, and manage emergency operations.
 - h. Provide periodic situation reports to the Governor, State Emergency Management Council, key state officials, FEMA, volunteer groups active in disasters and other interested parties in accordance with the SOC SOP.
4. Disaster District Committee Chairpersons will:
 - a. Activate and operate Disaster District EOCs as needed at a level necessary to respond to emergency conditions.
 - b. Develop, maintain, and implement the Disaster District EOC SOP and other specialized SOPs needed for SOC emergency response and recovery responsibilities assigned in the State Plan.
 - c. Posture state emergency response and recovery resources in the District as needed.
 - d. Receive requests for state emergency assistance, identify resources to satisfy those requests, coordinate the delivery of those resources, and provide guidance and direction regarding their employment. Monitor the status and accomplishments of committed resources. See Appendix 3 for future information.

- e. Resolve emergency response and recovery problems.
- f. Collect, record, analyze, and display emergency situation data and resource commitment information to support emergency operations.
- g. Maintain the capability to communicate with local EOCs, state-level ICPs, the SOC, and other agencies and organizations as needed to plan for, coordinate, and manage emergency operations.
- h. Provide periodic situation reports to the SOC during emergency operations in accordance with Chapter 13 of the DPS General Manual.

C. STATE AGENCY EMERGENCY STAFFING REQUIREMENTS

Based on the emergency situation, Emergency Management Council agencies may have to provide simultaneous staffing for a number of direction and control facilities and other facilities. Emergency staffing requirements may include:

1. Response Phase
 - a. SOC
 - 1) Disaster District EOCs
 - 2) State and/or local ICPs
 - b. Recovery Phase
 - 1) Joint Field Office
 - 2) Disaster Recovery Centers
 - 3) Damage Assessment Teams
 - 4) State Hazard Mitigation Team
 - 5) State agency responsibilities for recovery operations are addressed in more detail in Annex J, Recovery, and Annex P, Hazard Mitigation.

VI. DIRECTION & CONTROL

Operational Responsibility

1. The Governor may provide general guidance for state emergency response and recovery operations.
2. The Director of OHS or the Assistant Director of TDEM will provide direction for state emergency response and recovery operations, usually from the SOC in Austin. The Director or Assistant Director establishes objectives and provides guidance for operations, issues mission assignments to state agencies, requests and

coordinates assistance from the federal government and from other states pursuant to mutual aid agreements, and assigns operational control of resources.

3. The TDEM will operate the SOC, task the State Emergency Management Council to identify and activate suitable resources to meet emergency needs, and coordinate state response and recovery activities. The State Coordinator for Operations is responsible for managing the state-level emergency response. SOC Controllers designated by the State Coordinator are responsible for operating the SOC and coordinating resources and obtaining information needed to respond to requests for assistance from local governments, state agencies, and other states.
4. DDC Chairpersons will provide direction and control for state resources within their district activated to respond to emergency situations within their area of responsibility and external resources deployed into the District. The DDC Chairperson may commit these state resources to perform specific emergency missions requested by local officials or by the lead state agency carrying out a state response.
5. Local elected and appointed officials, generally operating from the local EOC, are responsible for activating and committing local response forces for emergency operations and requesting external assistance pursuant to mutual aid agreements. Those officials may provide guidance for local emergency operations.
6. ICs will plan and direct the emergency response at the incident scene and manage the resources that have been committed to the effort by local governments and state and/or federal agencies.
7. Organized response teams will normally operate under the control of their normal supervisors, but will carry out missions assigned by the IC or the EOC. Military units may also be assigned specific missions by the IC, but TMF personnel on state active duty will at all times remain under the command and control of military authorities. Individual responders will normally work under the direction of the supervisor of the response element to which they are assigned.
8. State personnel and equipment committed in response to a request for assistance from local government are provided for a specific purpose. If the original requirement has been satisfied and the local government wishes to retain the resources for other missions, local officials should obtain approval from the DDC Chairperson.
9. If an emergency situation results in a federal emergency or major disaster declaration by the President, the Governor will appoint a Governor's Authorized Representative (GAR) and a State Coordinating Officer (SCO) or Officers to coordinate state disaster recovery activities with those of the federal government. The GAR, assisted by the SCO(s), will exercise direction and control of state recovery operations, to include management and administration of programs authorized by the Stafford Act.

VII. EMERGENCY RESPONSE LEVELS/ACTION GUIDES

A. EMERGENCY RESPONSE LEVELS

1. The local, state, and federal response to emergency situations at all levels depends in large part on the immediacy and seriousness of the hazard and the extent of the actual or potential impact on public health and safety and public or private property. As the impending threat increases, the level of emergency readiness should increase; once an emergency has occurred, response operations should generally be increased as the severity of impact increases. The State utilizes a four-phase scheme of combined readiness and response levels as follows:
 - a. Level IV – Normal Conditions
 - b. Level III – Increased Readiness
 - c. Level II – Escalated Response
 - d. Level I – Emergency Conditions
2. See Section VII of the Basic Plan for a description of these readiness and response levels and the general kinds of activities that characterize each level.
3. Most local governments use a scheme that includes four readiness levels for impending threats (normal, increased readiness, high readiness, and maximum readiness) and three levels of classification for emergency situations once they have occurred (incident, emergency, and disaster).

B. ACTION GUIDES

1. Action guides are prepared during pre-emergency planning to outline activities that should occur and highlight issues that should be addressed at various stages of an emergency situation. Guides are produced so that key readiness and response activities are not inadvertently overlooked.
2. Most annexes to the State Emergency Management Plan include Action Guides that outline actions that should be taken with respect to the function covered by the annex at each emergency response level.
3. The SOC SOP and other specialized SOPs maintained by TDEM contain action guides for specific hazards in checklist format. These checklists may be organized using a time line before and after hazard impact or, for certain technological hazards, by event classification.
4. Action guides and checklists are also included in some stand-alone plans maintained by TDEM for specific hazards.

VIII. CONTINUITY OF GOVERNMENT

See Basic Plan, Section VIII.

IX. ADMINISTRATION AND SUPPORT

A. STANDARD OPERATING PROCEDURES (SOPs)

1. State Operations Center

SOC operations will be conducted in accordance with SOPs developed by TDEM. The SOC SOP provides a basic set of SOC procedures and a number of additional SOPs provide additional procedural guidance for specific hazards such as hurricanes, wildfires, and nuclear facility accidents.

2. Disaster District Committees

DDC operations will be conducted in accordance with SOPs developed by DDC Chairpersons.

3. Local EOCs

Local government EOC operations will be conducted in accordance with the direction and control annex to the local emergency management plan and SOPs developed by local government.

4. Incident Command Posts

Incident command post operations will be operated in accordance with ICS procedures.

B. REPORTS

1. Local governments and Disaster Districts have responsibilities for making initial notification of significant emergency situations to other direction and control facilities, key decision-makers, and other jurisdictions.

2. ICPs, local EOCs, Disaster Districts, and the SOC have responsibilities to prepare and disseminate periodic situation reports to other direction and control facilities, key decision-makers, and other jurisdictions during major emergency operations.

3. Detailed information concerning these reporting requirements and procedures is provided in Appendix 4 to this Annex.

C. EXPENDITURES AND RECORD KEEPING

1. Each agency is responsible for establishing administrative controls necessary to manage the expenditure of funds and to provide reasonable accountability and

justification for federal reimbursement in accordance with the established guidelines.

2. All agreements and understandings entered into for the purchase, lease, or use of equipment, supplies, and services for emergency operations will be in accordance with the provision of state law and procedures. When the Governor has issued a disaster declaration, he may issue orders or proclamations having the force of law to suspend the provisions of regulatory statutes that prescribe procedures for the conduct of state business if those statutes would prevent, hinder, or delay action necessary to cope with a disaster. In practical terms, the significance is that the Governor may authorize the use of simplified purchasing and lease procedures to facilitate timely emergency response or recovery operations.
3. The first recourse of expenditures by state agencies in response to an emergency, imminent disaster, or recovery from a catastrophic incident, should be from funds regularly appropriated by the Legislature.
4. In accordance with established procedures, state agencies may seek financial assistance to cover extraordinary expenses for emergency response and recovery operations from the Disaster Contingency Fund.

D. POST-INCIDENT AND EXERCISE REVIEW

1. Following the conclusion of any significant emergency event or exercise, TDEM or a designated ESF may conduct a post incident or exercise review. Such review may be conducted in the form of a meeting or by requesting written inputs from participating ESFs regarding problems observed and recommendations for improvement in plans, procedures, or training. If circumstances warrant, TDEM may publish a written report.
2. The Primary Agency for each ESF may conduct a review of ESF activities during an emergency incident or exercise, either as part of a larger overall review or on an individual basis. Reviews may take the form of a meeting or written inputs from ESF member agencies. Participating agencies are expected to provide written or oral comments and recommendations; the Primary Agency representative will consolidate these comments and recommendations into a summary for the ESF members and, if necessary, an input to TDEM.

X. ANNEX DEVELOPMENT & MAINTENANCE

Approving Authority and Review/Revision

1. The Assistant Director of TDEM is the approving authority for this annex and is responsible for its development, maintenance, distribution, and implementation.
2. The Assistant Director of TDEM is also responsible for conducting an annual review of this annex, coordinating all review and revision efforts, and incorporating information learned from exercises and actual events into this annex.

APPENDIX 1 TO ANNEX N

DIRECTION & CONTROL ESF COMPOSITION

PRIMARY AGENCY: Texas Division of Emergency Management

**SUPPORT AGENCIES/
ORGANIZATIONS**

American Red Cross (ARC)
Department of Information Resources (DIR)
General Land Office (GLO)
Texas Department of Rural Affairs(TDRA)
Public Utility Commission of Texas (PUC)
Railroad Commission of Texas (RRC)
State Auditor's Office (SAO)
State Comptroller of Public Accounts (CPA)
Texas Animal Health Commission (TAHC)
Texas Attorney General's Office (OAG)
Texas Procurement and Support Services (TPASS)
Texas Commission on Environmental Quality (TCEQ)
Texas Commission on Fire Protection (TCFP)
Texas Health & Human Services Commission (HHSC)
Department of Aging & Disability Services (DADS)
Department of Agriculture (TDA)
Department of Assistive & Rehabilitative Services (DARS)
Department of Criminal Justice (TDCJ)
Department of Housing & Community Affairs (TDHCA)
Department of Insurance (TDI)
Department of Family & Protective Services (DFPS)
Department of Public Safety (DPS)
Department of State Health Services (DSHS)
Texas Department of Transportation (TxDOT)
Texas Education Agency (TEA)
Texas Engineering Extension Service (TEEX)
Texas A&M Forest Service (TFS)
Texas Parks & Wildlife Department (TPWD)
Texas Military Forces (TMF)
Texas Workforce Commission (TWC)
The Salvation Army (TSA)

APPENDIX 2 TO ANNEX N

REQUEST FOR ASSISTANCE PROCEDURES

1. Requests for assistance, whether made by local governments, state agencies, or by the State to other states or the federal government, should be made by an individual authorized to do so and contain sufficient detail for the agency receiving the request to act on it. Requests for assistance may include requests for resources (personnel, equipment, or supplies), technical assistance, or information needed to carry out emergency response and recovery operations.
2. Virtually all emergency organizations have developed procedures and forms to record incoming requests for assistance or to make requests for assistance to others.

A. Incident Command Posts

For limited incidents, requests for resources are typically communicated by voice or fax from the ICP to specific local departments or agencies or to the EOC, if that facility has been activated. For larger incidents where a Supply Unit has been established, that unit is generally authorized to request resources. During ICS operations, specific procedures and forms may be used to order, mobilize, track the status of, and demobilize resources.

B. Local Governments

The sample local Annex M, Resource Management, provided to local governments for use in emergency planning includes a sample Emergency Resource Request form. This form can be used to record requests for resources from local departments or agencies and to make requests to other jurisdictions, their Disaster District, or other agencies and organizations. Local governments may utilize a locally developed form or forms for the same purpose.

C. Disaster Districts

Disaster Districts use locally developed forms to receive and process requests for assistance. Such requests are normally assigned to a specific Disaster District Committee agency for action. If the required resources are unavailable within the district, the request for assistance may be forwarded to the SOC by WebEOC, fax, Texas Law Enforcement Tele-Communication System (TLETS), or phone; written requests are preferable.

D. SOC

- 1) The SOC may receive requests for assistance by WebEOC, fax, e-mail, TLETS, or phone. Phone requests are normally transcribed on an Emergency Action Record (TDEM-91), the standard form used primarily for emergency information sent to the SOC by phone. After review by the SOC staff, requests for state assistance are normally transcribed on a Request for Assistance form (TDEM-91b), approved by the SOC Controller, and assigned to an ESF or specific agency for action. Tab A is a sample copy of TDEM-91b. The ESF or agency tasked with responding to the request is responsible for identifying and mobilizing resources or providing information needed to satisfy the request. Some requests include tasks that

necessitate coordination with other ESFs or agencies. For example, to satisfy a request for sandbags, one ESF may obtain the sandbags and another ESF may arrange to transport them to the delivery location. The actions taken to satisfy a request for assistance are recorded on the lower portion of the TDEM-91b.

- 2) If requests for assistance cannot be satisfied with state resources, the SOC may request such resources from external sources, including the federal government and other states.
 - a) Requests for federal assistance are normally made through FEMA but can be made directly to other federal departments under the NRF. FEMA requires all requests to be submitted on their Action Request Form (ARF). It is preferable that requests be made in writing. Specialized procedures and forms are used to request certain types of federal assistance. All requests for federal assistance must be approved by the Chief, TDEM, or a State Coordinator serving in the SOC.
 - b) Requests for assistance from other states pursuant to the Emergency Management Assistance Compact or other interstate agreements will be made using the procedures and, where appropriate, the form or forms specified by those documents.
- E. Joint Field Office. When a JFO has been established for a major disaster, state requests for specific federal emergency assistance are normally made by the State Coordinating Officer (SCO) to the Federal Coordinating Officer (FCO).

APPENDIX 3 TO ANNEX N

REPORTING DURING EMERGENCY OPERATIONS

1. Essential Elements of Information

Essential elements of information (EEI) are the specific types of information that collectively provide the basis for sound, informed decision-making. There are specific EEI for emergency planning and response that all personnel involved in those functions should be aware of. If information listed in the EEI is obtained from any source, it should be reported through channels. Emergency management related EEI include the following general categories of information:

- a. Warnings of potential emergencies.
- b. Occurrences of reportable events (listed below) and the location and time of occurrence.
- c. The names of the organizations responding and the resources that have been committed to the event.
- d. Actions that have been or are being taken to deal with the situation.
- e. Damage and casualty assessments.
- f. Notification of the event to local, state, and federal agencies.

A reportable event is the occurrence, or threat of occurrence of an incident that threatens life or property, and/or could result in the need for deployment of significant emergency response forces, and/or could result in widespread media coverage or political interest. Examples of reportable events are:

- a. Tornadoes, hurricanes, flash flooding, ice storms, and other severe weather.
- b. Road closures that significantly affect area traffic and movements.
- c. Bomb threats, gas well blowouts, and explosions.
- d. All fatal motor vehicle accidents and any traffic accident involving perishable goods, school buses or in which five or more persons were killed, or where celebrities or persons of statewide prominence are involved.
- e. Bank holdups, riots, civil disturbances, jailbreaks, terrorist incidents, and other major crimes of unusually heinous nature.
- f. Aircraft crashes and train accidents.
- g. Hazardous materials incidents, radiological incidents, and oil spills.
- h. Hotspot reports and large or widespread fires which threaten lives and property;
- i. Dam failures or potential dam failure situations.
- j. Reports of lost, trapped, or missing people and of overdue or missing aircraft.
- k. Occurrence of any incident that results in the death, injury, evacuation, and/or sheltering of people.
- l. Significant outages of electricity, natural gas, or telecommunications.
- m. Human and animal disease events.

2. REPORTING

a. Initial Report of an Emergency Event

- 1) Local Governments. The sample local Annex N (Direction & Control), provided to local governments for use in emergency planning, includes an Initial Emergency Report format to provide the initial notification of a significant emergency situation to

other jurisdictions and the State. Such reports are to be sent to the local Disaster District Committee Chairperson, nearby jurisdictions that may be affected by the emergency situation being reported, and other jurisdictions may be requested to provide emergency resources to deal with the situation pursuant to mutual aid agreements.

- 2) Department of Public Safety (DPS). All DPS personnel are required to report incidents of an unusual nature through DPS channels using an Incident Report. Such reports are verbal to the first facility that has TLETS, fax, or e-mail capability, with further transmission in hard copy. Chapter 13 of The DPS General Manual provides further guidance for this type of report.
- b. Situation Reports (SITREPs). Local governments, Disaster Districts, and the SOC prepare and disseminate periodic SITREPs during major emergency operations. The SITREP is intended to be a simple way for any jurisdiction or agency to report the EEI for emergency situations to other interested agencies, organizations, and officials. SITREPs are formatted to provide a maximum amount of information in a report of minimum length. Where information is unavailable or not pertinent, appropriate portions of the formatted report can be deleted. As more information about emergency situations generally becomes available over time, additional information can easily be added to a previous report to generate an updated report.
- 1) Local Governments. The sample local Annex N, Direction & Control, provided to local governments for use in emergency planning includes a Situation Report format. During response operations for major emergencies and disasters, such reports are to be sent periodically to the local DDC Chairperson, nearby jurisdictions that may be affected by the emergency situation being reported, and other jurisdictions may be requested to provide emergency resources to deal with the situation pursuant to mutual aid agreements.
 - 2) Disaster Districts. When the Disaster District EOC is activated for major emergencies and disaster, Disaster Districts are required by the DPS General Manual to prepare and transmit periodic situation reports. The DPS General Manual provides the required format for such reports.
 - 3) State Agencies. When the SOC is activated, state agencies will generally submit information for the SITREP to the SOC Controller. When the SOC is not fully activated, SITREP relevant information can be submitted to the SOC by e-mail.
 - 4) SOC. The SOC SOP requires the SOC to prepare and transmit periodic situation reports during emergency situations. The general format for these reports is provided in the SOC SOP and is frequently modified to meet the needs of the situation. Situation reports are normally sent to the Governor's Office, other state officials, State Emergency Management Council members, Disaster Districts, FEMA Region VI, and other agencies and individuals who have requested to be included as addressees by e-mail and facsimile. SOC situation reports are also posted on the TDEM web site.
 - 5) All direction and control echelons use a largely similar situation report format. A sample of the situation report format is provided in Tab A to this appendix.

The frequency of SITREP reporting is dependent on the needs of the situation and requirements established by key decision-makers who require the information being reported. Reports are normally prepared at least daily; more frequent reporting is generally appropriate, particularly in the initial stages of an emergency situation.

Tab A to Appendix 3
SITUATION REPORT FORMAT

To: (Addressees)
From: (Jurisdiction, Agency, or Facility)
Subject: Situation Report # _____ For _____ (Event Description) _____
 Covering the Period From _____ (Date & Time) To _____

1. CURRENT SITUATION

(What happened, when, where, and with what results? What is being done about the situation and who is it being done by? Summarize major developments since the last Situation Report. Is the incident getting worse, remaining stable, or winding down?)

2. AREAS AFFECTED BY EVENT (cumulative) No Change ____ Update ____

COUNTY CITY OR AREA

3. RESPONDING AGENCIES/ORGANIZATIONS AND RESOURCES COMMITTED: (cumulative) No Change ____ Update ____

AGENCY/ORGANIZATION RESOURCES COMMITTED

4. CASUALTIES (cumulative) No Change ____ B. Update ____

<u>COUNTY</u>	<u>CITY/AREA</u>	<u>NUMBER INJURED</u>	<u>NUMBER DEAD</u>	<u>NUMBER MISSING</u>
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5. DAMAGES (cumulative) No Change ____ Update ____

<u>COMMUNITY</u>	<u>SINGLE FAMILY DWELLINGS</u>	<u>MOBILE HOMES</u>	<u>APARTMENTS</u>	<u>TOTAL UNITS</u>
	DESTROYED MAJOR MINOR	DEST. MAJ MIN	DEST MAJ MIN	

6. **EVACUATIONS (cumulative)** No Change ____ Update ____

<u>COUNTY</u>	<u>CITY/AREA</u>	<u>EST EVACUEES</u>	<u>REMARKS</u>
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7. **SHELTERS** No Change ____ Update ____

<u>COUNTY</u>	<u>CITY/AREA</u>	<u># OF SHELTERS</u>	<u>STATUS & OCCUPANCY</u>
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8. **ROADS CURRENTLY CLOSED** No Change ____ Update ____

<u>COUNTY</u>	<u>CITY/AREA</u>	<u>ROUTE</u>	<u>LOCATION (From – To or At)</u>
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9. **CURRENT UTILITY OUTAGES** No Change ____ Update ____

<u>COUNTY</u>	<u>CITY/AREA</u>	<u>TYPE OF UTILITY</u>	<u>CUSTOMERS W/O SERVICE</u>
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10. COMMENTS

(Outline any anticipated requirements for additional state or federal resources or support from volunteer groups. Note any unresolved issues which are hampering the emergency response. Indicate plans to release state or federal response elements and expected dates for restoration of utilities.)