Contents Based on Standard Operating Guide and Basic EOP Template

\_\_\_\_ Title Page

\_\_\_\_ Title of Plan

\_\_\_\_ Date of EOP

\_\_\_\_ Version Number of Plan

\_\_\_\_ Signatories to the EOP

\_\_\_\_ Names and signatures of ***current***:

\_\_\_\_ County Emergency Management Director

\_\_\_\_ County Judge Executive

\_\_\_\_ Mayor(s) (if applicable)

\_\_\_\_ Introduction

\_\_\_\_ Purpose

\_\_\_\_ Scope

\_\_\_\_ Situation Overview

\_\_\_\_ Planning Situations and Assumptions

\_\_\_\_ Phases of Emergency Management

\_\_\_\_ Mitigation

\_\_\_\_ Preparedness

\_\_\_\_ Response

\_\_\_\_ Recovery

\_\_\_\_ Hazard and Threat Analysis Summary

\_\_\_\_ County Demographics (most current data on census.gov website)

\_\_\_\_ Cities in County (list cities)

\_\_\_\_ Critical Infrastructure (hospitals, daycares, nursing/assisted living facilities, schools, universities, colleges, etc. listed with addresses)

\_\_\_\_ Summary

\_\_\_\_ Hazard Analysis

\_\_\_\_ Severe Weather

\_\_\_\_ includes 10-year history of incidents

\_\_\_\_ Dam Failure

\_\_\_\_ Specific dams listed

\_\_\_\_ Failure potential identified

\_\_\_\_ Hazardous Materials

\_\_\_\_ Statement included stating current list of Tier II facilities can be found in Tier II Manager software/system

\_\_\_\_ Statement included stating Local Emergency Planning Committee reviews Extremely Hazardous Substance (EHS) plans annually

\_\_\_\_ Underground pipelines listed (if applicable)

\_\_\_\_ Transportation

\_\_\_\_ Bridge vulnerability identified

\_\_\_\_ Major transportation routes and major supply routes (MSRs) identified

\_\_\_\_ Aircraft

\_\_\_\_ Airport(s) listed

\_\_\_\_ Terrorism

\_\_\_\_ Local terrorism vulnerabilities identified

\_\_\_\_ Earthquakes

\_\_\_\_ Past 10 years of earthquake incidents listed

\_\_\_\_ Concept of Operations

\_\_\_\_ Organization and Assignment of Responsibilities

\_\_\_\_ Local government responsibilities

\_\_\_\_ Roles and responsibilities listed for:

\_\_\_\_ County Government

\_\_\_\_ County Judge Executive and Magistrates

\_\_\_\_ County Emergency Management Agency

\_\_\_\_ County EMS

\_\_\_\_ County Sheriff’s Office

\_\_\_\_ County 911 Dispatch

\_\_\_\_ County Road Department

\_\_\_\_ County Attorney

\_\_\_\_ County Treasurer/Finance Officer

\_\_\_\_ County Clerk

\_\_\_\_ County Solid Waste

\_\_\_\_ County Animal Control

\_\_\_\_ County Coroner’s Office

\_\_\_\_ Roles and Responsibilities listed for:

\_\_\_\_ City government(s)

\_\_\_\_ City Mayor and City Council

\_\_\_\_ Police Department

\_\_\_\_ Public Works Department

\_\_\_\_ Treasurer/Finance Officer

\_\_\_\_ City Clerk

\_\_\_\_ Fire protection districts

\_\_\_\_ City(ies) Fire Protection District roles and responsibilities listed

\_\_\_\_ County Fire Protection District roles and responsibilities listed

\_\_\_\_ Other agencies

\_\_\_\_ County Property Valuation Administrator (PVA)

\_\_\_\_ County Health Department

\_\_\_\_ Municipal Water and Sewer

\_\_\_\_ Water District(s)

\_\_\_\_ Utilities

\_\_\_\_ Energy Cooperative(s)

\_\_\_\_ Non-Government Organizations (NGO)

\_\_\_\_ Volunteer Organizations Active in Disasters (VOAD)

\_\_\_\_ Communications

\_\_\_\_ Public Safety

\_\_\_\_ Amateur Radio

\_\_\_\_ Satellite Phone/Radio

\_\_\_\_ Department of Military Affairs Radio Communications System (DMARCS)

\_\_\_\_ KSP Mutual Aid and Interoperability MOU

\_\_\_\_ Kentucky Open Portal Solution (KyOPS)

\_\_\_\_ KYWINS Messenger

\_\_\_\_ Early Warning System

\_\_\_\_ At least one (1) system identified within the county

\_\_\_\_ Direction and Control

\_\_\_\_ Emergency Operations Plan (EOP) Implementation

\_\_\_\_ Continuity of Operations (COOP)

\_\_\_\_ Alternate Locations for Essential Operations

\_\_\_\_ Continuity of Government (COG)

\_\_\_\_ Planning Reference (one or more referenced)

\_\_\_\_ COOP

\_\_\_\_ COG

\_\_\_\_ Distribution Management Plan

\_\_\_\_ Incident Specific Plan

\_\_\_\_Emergency Support Function (ESF) Annexes

\_\_\_\_ Primary Coordinator identified with ONLY names of position and agency

\_\_\_\_ County EM Director Primary Coordinator for no more than 4 ESFs

\_\_\_\_ Roles and Responsibilities listed for each

\_\_\_\_ ESF 1

\_\_\_\_ ESF 2

\_\_\_\_ ESF 3

\_\_\_\_ ESF 4

\_\_\_\_ ESF 5

\_\_\_\_ ESF 6

\_\_\_\_ American Red Cross is not ESF 6 Primary Coordinator

\_\_\_\_ Primary and alternate shelter locations listed

\_\_\_\_ ESF 7

\_\_\_\_ ESF 8

\_\_\_\_ ESF 9

\_\_\_\_ Primary SAR team identified

\_\_\_\_ Alternate SAR team identified

\_\_\_\_ SAR plan being used referenced

\_\_\_\_ ESF 10

\_\_\_\_ EHS Facility Response Plans referenced

\_\_\_\_ LEPC Annual Certification Letter (ACL) referenced

\_\_\_\_ ESF 11

\_\_\_\_ ESF 12

\_\_\_\_ ESF 13

\_\_\_\_ ESF 14

\_\_\_\_ ESF 15

\_\_\_\_ Emergency Operations Center (EOC)

\_\_\_\_ Primary EOC identified

\_\_\_\_ Alternate EOC identified

\_\_\_\_ EOC Activation Levels

\_\_\_\_ Deactivation of EOC

\_\_\_\_ Resource Management

\_\_\_\_ Travel Trailer(s)

\_\_\_\_ Number of trailer(s) stated

\_\_\_\_ Individual trailer(s) listed with function (mobile command post, shelter, etc.)

\_\_\_\_ Preparedness/Planning Activities

\_\_\_\_ Incident Resource Management

\_\_\_\_ Requesting Resources

\_\_\_\_ Logistics Staging and Points of Distribution (PODs)

\_\_\_\_ Primary POD location identified

\_\_\_\_ Alternate POD location identified

\_\_\_\_ County Distribution Survey completed?

\_\_\_\_ Year 1 (2023) – Section Opening, Section 5: C-POD Information, and Section 6: C-POD Distribution

\_\_\_\_ Year 2 (2024) – Section 4: County Staging Area Info. and Section 8: Transportation

\_\_\_\_ Year 3 (2025) – Section 2: Resource Ordering, Section 3: Personnel & Partnerships, and Section 7: Inventory Management

\_\_\_\_ Year 4 (2026) – Section 1: Requirements Defining for Hazards and Section 9: Demobilization & Transition Plan

\_\_\_\_ Administrative Appendices

\_\_\_\_ Acronyms and Abbreviations provided

\_\_\_\_ Terms and Definitions provided

Completed on \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_