

ESF CHECKLIST

- ESF Number and Title**
- Primary Coordinating Agency:** A position, not a person.
- Local Shareholders:** Local agencies, organizations, private companies, that are available to assist the Primary Agency in accomplishing the tasks assigned to this ESF. (ESF cross coordination)
- State Partners:** State agencies involved in assisting this function.
- Mission:** General description of the over all goals and tasks this ESF is to accomplish.
 - Actions this ESF is to perform
 - Actions this ESF is to monitor
- Direction and Control:** Describe who does what, what they are responsible for, and how information is received, processed, and how tasking accomplished.
- Resources:** How do you request, account for, use, and return resources.
 - Within Jurisdiction: mutual aid, MOUs/MOAs
 - Within Region: mutual aid, MOUs/MOAs, from RRM
 - From the State: mutual aid, MOUs/MOAs, through RRM to CEOC
- Primary Agencies Responsibilities:** What are the roles and responsibilities of the Primary agency during the different phase of emergency management?
 - Mitigation
 - Preparedness
 - Response
 - Recovery
- Local Shareholder Responsibilities:** What are the roles and responsibilities of the local Shareholders during the different phase of emergency management? (ESF cross coordination)
 - Mitigation
 - Preparedness
 - Response
 - Recovery
- References:** KRS, regional guidance, local ordinances, MOUs/MOAs.