***Note: All italicized text provides guidance to assist in the development or update of your ESF. This content is intended for reference only and should be removed when finalizing your plan. Non-italicized text offers example language that you may tailor and include in your jurisdiction’s plan.***

**Coordinating:**

**Entity Name (Acronym)**

*ESF coordinators oversee the preparedness activities for a particular ESF and coordinate with its primary and support agencies. Responsibilities of the ESF coordinator include:*

* *Maintaining contact with ESF primary and support agencies through conference calls, meetings, training activities, and exercises.*
* *Monitoring the ESF’s progress in meeting the core capabilities it supports.*
* *Coordinating efforts with corresponding private sector, NGO, and Federal partners.*
* *Ensuring the ESF is engaged in appropriate planning and preparedness activities.*

|  |
| --- |
| **Primary(s):** |
| *ESF primary agencies have significant authorities, roles, resources, and capabilities for a particular function within an ESF. Refer to the National Response Framework for specific responsibilities.* |
| Entity Name (Acronym) | Entity Name (Acronym) |

|  |
| --- |
| **Supporting:** |
| *ESF support agencies have specific capabilities or resources that support primary agencies in executing the mission of the ESF. Refer to the National Response Framework for specific responsibilities.* |
| Entity Name (Acronym) | Entity Name (Acronym) |

# Purpose

*The purpose sets the foundation for the rest of the ESF. The purpose is a general statement of what the ESF is meant to do, shows the relationship to Core Capability execution, and should be supported by a brief synopsis of the ESF annex and any appendices.*

This document is a supporting annex of the Comprehensive Emergency Management Plan (CEMP) and operates in conjunction with all its annexes. ESF 11 coordinates a variety of functions designed to protect the Nation’s food supply, respond to plant and animal pest and disease outbreaks, and protect natural and cultural resources by ensuring the proper execution of the Environmental Response/Health and Safety Core Capability and supporting the following Core Capabilities based on the intersecting activities with other ESFs: Planning; Public Information and Warning; Operational Coordination; Logistics and Supply Chain Management; Mass Care Services; On-Scene Security, Protection, and Law Enforcement; Public Health, Healthcare, and Emergency Medical Services; and Situational Assessment.

| **Primary Response Core Capability** |
| --- |
| **Environmental Response / Health & Safety** | Conduct appropriate measures to ensure the protection of the health and safety of the public and workers, as well as the environment, from all hazards in support of responder operations and the affected communities. |

| **Support Response Core Capabilities** |
| --- |
| **Planning** | Conduct a systematic process engaging the whole community as appropriate in the development of executable strategic, operational, and/or tactical-level approaches to meet defined objectives. |
| **Public Information and Warning** | Deliver coordinated, prompt, reliable, and actionable information to the whole community through the use of clear, consistent, accessible, and culturally and linguistically appropriate methods to effectively relay information regarding any threat or hazard, as well as the actions being taken, and the assistance being made available, as appropriate. |
| **Operational Coordination** | Establish and maintain a unified and coordinated operational structure and process that appropriately integrates all critical stakeholders and supports the execution of Core Capabilities. |
| **Logistics & Supply Chain Management** | Deliver essential commodities, equipment, and services in support of impacted communities and survivors, to include emergency power and fuel support, as well as the coordination of access to community staples. Synchronize logistics capabilities and enable the restoration of impacted supply chains. |
| **Mass Care Services** | Provide life-sustaining and human services to the affected population, to include hydration, feeding, sheltering, temporary housing, evacuee support, reunification, and distribution of emergency supplies. |
| **On-Scene Security, Protection, and Law Enforcement** | Ensure a safe and secure environment through law enforcement and related security and protection operations for people and communities located within affected areas and also for response personnel engaged in lifesaving and life-sustaining operations. |
| **Public Health, Healthcare, & Emergency Medical Services** | Provide lifesaving medical treatment via Emergency Medical Services and related operations and avoid additional disease and injury by providing targeted public health, medical, and behavioral health support and products to all affected populations. |
| **Situational Assessment** | Provide all decision makers with decision-relevant information regarding the nature and extent of the hazard, any cascading effects, and the status of the response. |

# Authorities and Policies

## Revised Code of Washington (RCW)

### *RCW #: Name*

*Short Description – Why is this particular authority important to this ESF’s role?*

## Washington Advisory Code (WAC)

### *WAC #: Name*

*Short Description*

## Important Agency/Organization Policies

### *Policy Identifier: Name*

*Short Description*

# Situation Overview

*At a minimum, the situation section should summarize hazards faced by the ESF and discuss how the ESF expects to receive (or provide) assistance within its regional response structures. The situation section covers a general discussion of:*

* *Relative probability and impact of the hazards.*
* *Geographic areas likely to be affected by particular hazards.*
* *Vulnerable critical facilities (e.g., nursing homes, hospitals, infrastructure).*

*The process used by the ESF to determine its capabilities and limits in order to prepare for and respond to the defined hazards.*

# Concept of Operations

#### This CONOPS section explains in broad terms the ESF’s intent regarding an operation. This section is designed to give an overall picture of how the response organization accomplishes a mission or set of objectives to reach a desired end-state. Ideally it offers clear methodology to realize the goals and objectives to execute the plan.

Some functions of this ESF may include:

* Nutrition assistance;
* Agricultural disease and pest outbreak response;
* Technical expertise, coordination, and support of animal and agricultural emergency management;
* Meat, poultry, and processed egg products safety and defense; and
* Natural and cultural resources and historic properties protection.

The following list of Critical Tasks are the operationally-focused tasks that fall under their respective Core Capability; these are the tasks necessary to measure the success, and ensure the successful execution of, the Core Capabilities. Critical Tasks are unique to, and vary depending on, each Core Capability; this means Critical Task identifier #1 for one Core Capability is completely different from the Critical Task identifier #1 of a different Core Capability. Not all Critical Tasks are the requirement of every ESF, due to the collaborative nature of response and the ESF structure; success Core Capability execution may be the shared responsibility of multiple ESFs.

| **Environmental Response / Health & Safety** |
| --- |
| **Critical Task I.D.** | **Critical Task Description** |
| **1** | Identify, assess, and mitigate worker health and safety hazards, and disseminate health and safety guidance and resources to response and recovery workers. |
| **2** | Minimize public exposure to environmental hazards through assessment of the hazards and implementation of public protective actions. |
| **3** | Detect, assess, stabilize, and clean up releases of oil and hazardous materials into the environment, including buildings/structures, and properly manage waste. |
| **4** | Identify, evaluate, and implement measures to prevent and minimize impacts to the environment, natural and cultural resources, and historic properties from all-hazard emergencies and response operations. |

| **Planning** |
| --- |
| **Critical Task I.D.** | **Critical Task Description** |
| **1** | Develop operational plans that adequately identify critical objectives based on the planning requirement, provide a complete and integrated picture of the sequence and scope of the tasks to achieve the objectives, and are implementable within the timeframe contemplated in the plan using available resources. |

| **Public Information and Warning** |
| --- |
| **Critical Task I.D.** | **Critical Task Description** |
| **2** | Deliver credible and actionable messages to inform ongoing emergency services and the public about protective measures and other life-sustaining actions, and facilitate the transition to recovery. |

| **Operational Coordination** |
| --- |
| **Critical Task I.D.** | **Critical Task Description** |
| **1** | Mobilize all critical resources and establish command, control, and coordination structures within the affected community, in other coordinating bodies in surrounding communities, and across the Nation, and maintain as needed throughout the duration of an incident. |
| **2** | Enhance and maintain command, control, and coordination structures consistent with the National Incident Management System (NIMS) to meet basic human needs, stabilize the incident, and transition to recovery. |

| **Logistics and Supply Chain Management** |
| --- |
| **Critical Task I.D.** | **Critical Task Description** |
| **2** | Enhance public and private resource and services support for an affected area. |

| **Mass Care Services** |
| --- |
| **Critical Task I.D.** | **Critical Task Description** |
| **1** | Move and deliver resources and capabilities to meet the needs of disaster survivors, including individuals with access and functional needs. |

| **On-Scene Security, Protection, and Law Enforcement** |
| --- |
| **Critical Task I.D.** | **Critical Task Description** |
| **2** | Provide and maintain on-scene security and meet the protection needs of the affected population over a geographically dispersed area while eliminating or mitigating the risk of further damage to persons, property, and the environment. |

|  | **Public Health, Healthcare, & Emergency Medical Services** |
| --- | --- |
| **Critical Task I.D.** | **Critical Task Description** |
| **1** | Deliver medical countermeasures to exposed populations. |
| **3** | Return medical surge resources to pre-incident levels, complete health assessments, and identify recovery processes. |

|  | **Situational Assessment** |
| --- | --- |
| **Critical Task I.D.** | **Critical Task Description** |
| **1** | Deliver information sufficient to inform decision making regarding immediate lifesaving and life-sustaining activities, and engage governmental, private, and civic sector resources within and outside of the affected area to meet basic human needs and stabilize the incident. |
| **2** | Deliver enhanced information to reinforce ongoing lifesaving and life-sustaining activities, and engage governmental, private, and civic sector resources within and outside of the affected area to meet basic human needs, stabilize the incident, and transition to recovery. |

## Whole Community

*Describe how plans consider the essential needs of children. Describe how plans consider the physical, programmatic, and communications needs of individuals with disabilities and others with access and functional needs. Describe how plans consider the essential needs of household pets and service animals.*

# Organization

*Describe what the organizational structure of this ESF looks like. Where does it fall in the overall EOC/ECC structure? How are all the primary and supporting agencies/organizations connected?*

## Structure

*Below is an example organizational chart illustrating a possible structure for this ESF. Jurisdictions should adjust the chart as needed to accurately reflect how this ESF is organized within their EOC.*

# Direction, Control & Coordination

*This section also provides information on how department and agency plans nest into the ESF (horizontal integration) and how higher-level plans are expected to layer on the ESF (vertical integration).*

## **Horizontal Integration**

*List and briefly describe what state-level (equal) planning efforts exist that may support this ESF in executing its assigned responsibilities? List and briefly describe them.*

### Plan Name

*Describe*

## **Vertical Integration**

*What Federal-level (higher), regional (lower), local-level (lower), private sector & NGO (lower) planning efforts exist that may support this ESF in executing its assigned responsibilities? List and briefly describe them.*

### Plan Name

*Describe*

# Information Collection, Analysis, & Dissemination

*This section describes the critical or essential information needed, the source of the information, who uses the information, how the information is shared, the format for providing the information, and any specific times the information is needed.*

## **Information Collection**

### **Essential Elements of Information (EEIs)**

*The following categories are a baseline list of facilities and systems which should be considered for information collection. They may not include all relevant EEIs as the impact of a given disaster may require unique information collection needs.*

|  |  |
| --- | --- |
| * **Federally-focused EEIs**
 | * *Status of distribution of U.S. Department of Agriculture (USDA) Foods for congregate and/or household feeding.*
* *Status of delivery of USDA Disaster Supplemental Nutrition Assistance Program.*
* *Status of procurement and delivery of infant formula and baby food to supplement FEMA’s infant/toddler kits*
* *Status of response operations by USDA Food Safety and Inspection Service.*
* *Status of Department of the Interior natural and cultural resources and historic properties response and/or preparation efforts to assist states and/or FEMA.*
* *Status of other ESF #11 operations in support of FEMA/state response efforts.*
* *Limiting factors or shortfalls.*
 |

## **Information Analysis**

*Describe the process the information collected goes through to verify accuracy of the information and any details necessary to inform operations and decision-making.*

## **Information Dissemination**

*Describe what process this ESF takes to share the information once it has been verified and analyzed (e.g. the ESF shares the information with the Operations Section Chief in the EOC and the ESF 15/PIO, or Situation Unit in the Planning Section if applicable).*

# Responsibilities

| Response Mission Area |
| --- |
| Core Capability | Critical Task I.D. | Activity/Action | Responsible Entity |
| *Example* |
| Mass Care | 1 | *Describe the process to determine nutrition assistance needs.* |  |
| Situational Assessment | 1 |
|  |  | *Action/Activity 1* | *Agency 1* |
|  |  | *Action/Activity 2* | *Agency 2, 3* |
|  |  | *Action/Activity 3* | *Agency 1, 2, 3* |
|  |  |  |  |
| Situational Assessment | 1 | *Describe the process to determine nutrition assistance needs.* |  |
| Mass Care Services | 1 |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
| Situational Assessment | 1 | *Describe the process to obtain appropriate food supplies.* |  |
| Mass Care Services | 1 |
| Operational Coordination | 2 |
| Logistics and Supply Chain Management | 2 |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
| Situational Assessment | 1 | *Describe the process to arrange for delivery of food supplies.* |  |
| Mass Care Services | 1 |
| Operational Coordination | 2 |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
| Environmental Response/Health & Safety | 1, 2 | *Describe the plan to respond to animal and plant diseases and pests.* |  |
| Planning | 1 |
| Public Information and Warning | 2 |
| Public Health, Healthcare, & Emergency Medical Services | 1, 3 |
| Operational Coordination | 2 |
| Situational Assessment | 1, 2 |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
| Environmental Response/Health & Safety | 1, 2 | *Describe the plan to respond to an outbreak of a highly contagious or economically devastating animal/zoonotic disease.* |  |
| Planning | 1 |
| Public Information and Warning | 2 |
| Public Health, Healthcare, & Emergency Medical Services | 1, 3 |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
| Environmental Response/Health & Safety | 1, 2 | *Describe the plan to respond to an outbreak of a harmful or economically significant plant pest or disease.* |  |
| Public Information and Warning | 2 |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
| Environmental Response/Health & Safety | 2 | *Describe the methods to ensure the safety and security of the food supply.* |  |
| Public Information and Warning | 2 |
| Operational Coordination | 2 |
| Mass Care Services | 1 |
| On-Scene Security, Protection, and Law Enforcement | 2 |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
| Environmental Response / Health and Safety | 2 | *Identify and describe the actions that will be taken to arrange for the inspection of potentially contaminated food supplies.* |  |
| Mass Care Services | 1 |
| Situational Assessment | 2 |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
| Natural Resources |
| Environmental Response/Health & Safety | 3, 4 | *Describe the response actions to preserve natural resources.* |  |
| Operational Coordination | 1, 2 |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
| Environmental Response/Health & Safety | 3, 4 | *Describe the response actions to conserve natural resources.* |  |
| Operational Coordination | 1, 2 |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
| Environmental Response/Health & Safety | 3, 4 | *Describe the response actions to rehabilitate natural resources.* |  |
| Operational Coordination | 2 |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
| Environmental Response/Health & Safety | 3, 4 | *Describe the response actions to recover natural resources.* |  |
| Operational Coordination | 2 |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
| Environmental Response/Health & Safety | 3, 4 | *Describe the response actions to restore natural resources.* |  |
| Operational Coordination | 2 |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
| Cultural Resources |
| Environmental Response/Health & Safety | 3, 4 | *Describe the response actions to preserve cultural resources.* |  |
| Operational Coordination | 1, 2 |
|  |  |  |  |
|  |  |  |  |
| Environmental Response/Health & Safety | 3, 4 | *Describe the response actions to conserve cultural resources.* |  |
| Operational Coordination | 1, 2 |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
| Environmental Response/Health & Safety | 3, 4 | *Describe the response actions to rehabilitate cultural resources.* |  |
| Operational Coordination | 2 |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
| Environmental Response/Health & Safety | 3, 4 | *Describe the response actions to recover cultural resources.* |  |
| Operational Coordination | 2 |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
| Environmental Response/Health & Safety | 3, 4 | *Describe the response actions to restore cultural resources.* |  |
| Operational Coordination | 2 |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
| Historic Properties |
| Environmental Response/Health & Safety | 3, 4 | *Describe the response actions to preserve historic properties.* |  |
| Operational Coordination | 1, 2 |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
| Environmental Response/Health & Safety | 3, 4 | *Describe the response actions to conserve historic properties.* |  |
| Operational Coordination | 1, 2 |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
| Environmental Response/Health & Safety | 3, 4 | *Describe the response actions to rehabilitate historic properties.* |  |
| Operational Coordination | 2 |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
| Environmental Response/Health & Safety | 3, 4 | *Describe the response actions to recover historic properties.* |  |
| Operational Coordination | 2 |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
| Environmental Response/Health & Safety | 3, 4 | *Describe the response actions to restore historic properties.* |  |
| Operational Coordination | 2 |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

# Resource Requirements

## **Micro-level**

*Think about the person physically in the EOC, this ESF Annex is their guiding document during the response.*

*What does your ESF need from the EMO and the EOC to carry out the functions they are assigned? Will they need to bring their own laptop, access to specific internal networks, etc.? Will the ESF maintain a copy of their own SOPs or partner plans within the EOC?*

*Additionally, to be an ESF representative with the knowledge necessary to successfully support the functions of this ESF, what type of training is required? Are there additional training opportunities that could benefit the individuals representing this ESF?*

### Training Requirements

IS 100, 200, 700, 800

ICS 300, 400

SEOC Foundations Course

### Recommended Training

## **Macro-level**

*Are there any known resources that will be activated to support the response operation, either established through policy or other mandates, regardless of what the situation is (e.g. a liaison will always be sent to the local EOC/ECC to ensure accurate coordination and unity of efforts, etc.)?*

# References and Supporting Guidance

*What guidance exists to support this ESF? What attachments or appendices are included, if applicable? This is not a place for plans (i.e. plans belong in the “Direction, Control, and Coordination” section), but are there any websites or other relevant references this ESF may benefit from having quick access to?*

*List and briefly describe them.*

# Terms and Definitions

*What technical information was discussed, specific to this ESF, that may need additional clarification? Common terms and definitions (e.g. Emergency Operations Center, etc.) will be defined in the Basic Plan. We are really trying to focus on this ESF-specific jargon and terminology the average person may not know.*

*List and briefly describe them.*

### Term Name:

*Definition*

**Conserve**

Protect natural and cultural resources and historic properties from harm or destruction.

**Cultural Resource**

Any prehistoric or historic remains or indicators of past human activities, including artifacts, sites, structures, landscapes, and objects of importance to a culture or community for scientific, traditional, religious, or other reasons.

**Historic Property**

Any prehistoric or historic districts, sites, buildings, structures, or objects that are eligible for or already listed in the National Register of Historic Places.

**Natural Resource**

Materials or substances such as minerals, forests, water, and fertile land that occur in nature and can be used for economic gain.

**Preserve**

Maintain natural and cultural resources and historic properties in their original or existing state.

**Recover**

Return natural and cultural resources and historic properties to a normal state.

**Rehabilitate**

Return natural and cultural resources and historic properties to their former conditions.

**Restore**

Repair or renovate natural and cultural resources and historic properties so as to return them to their original conditions.

**Zoonotic**

A disease that can be transmitted from animals to people or, more specifically, a disease that normally exists in animals but that can infect humans.