

ANNEX D

POSITION TASKS

The following list identifies the positions that may be filled during a full Phase III Activation of the State Emergency Operations Center. Complete copies of the positions tasks for these positions can be found in both the Individual Position Binders as well as in WebEOC.

A. Executive Section - Multi-Agency Coordinating Group (MACG)

- A-1 Assistant Director
- A-2 Agency Executive Officer (Disaster Manager)
- A-3 Assistant Disaster Manager
- A-4 Administrative Assistant (AA) to the Executive Section
- A-5 EFSEC Representative to the Executive Section
- A-6 Public Affairs (ESF 15)
- A-7 Governors Office Public Information /Liaison Officer (LNO)
- A-8 EMD External Affairs Manager
 - A-8 (a) Assistant External Affairs Manager
 - A-8 (b) Decision Maker External Affairs Liaison
 - A-8 (c) Research Team leader
 - A-8 (d) Research Team Writer
 - A-8 (e) Research Team Internet
 - A-8 (f) Public Team Leader
 - A-8 (g) Public Liaison
 - A-8 (h) Media Operations Team Leader
 - A-8 (i) Media Liason
 - A-8 (j) News Briefer
 - A-8 (k) Logistics Team Leader
 - A-8 (l) Clerical Support
- A-9 Recovery Advisor to the Disaster Manager
- A-10 Business Liaison
- A-11 EOC Supervisor
 - A-11 (a) Deputy EOC Supervisor
 - A-11 (b) AA to the EOC Supervisor

B. Operations Section

- B-1 Operations (OPS) Section Chief/Deputy OPS Section Chief
 - B-1 (a) Administrative Assistant to the Operations Section

- B-2 Missions and Assignments Branch Director
 - B-2 (a) Notifications Unit
 - B-2 (b) Request for Mission Assistance Unit
 - B-2 (c) Mission Assignment and Tracking Unit
 - B-2 (d) Admin Assistant Unit
- B-3 Liaison Branch Director
 - B-3 (a) State Liaison to the Affected Jurisdiction(s)
 - B-3 (b) Liaison to other States/Provinces
 - B-3 (c) State Liaison to US Department of Energy – Richland EOC
 - B-3 (d) State Liaison to Columbia Generating Station
- B-4 ESF 2 Telecommunications/Information Technology Branch Director
 - B-4 (a) Telecommunications Support Staff
 - B-4 (b) Information Technology Support Staff
 - B-4 (c) Radio Amateur Communication Emergency Services (RACES) Officer
- B-5 Infrastructure Support Branch Director
 - B-5 (a) ESF 1, Transportation - Department of Transportation (DOT)
 - B-5 (b) ESF 3, Public Works and Engineering
 - B-5 (c) ESF 12, Energy-Community Trade and Economic Recovery (CTED)
 - B-5 (d) ESF 14, Long Term Community Recovery
 - B-5 (d) 1- CTED
 - B-5 (d) 2 – EMD
 - B-5 (e) ESF 20, Defense Support to Civil Authorities – National Guard (WNG)
 - B-5 (f) Parks and Recreation (P&R)
 - B-5 (g) Utilities and Transportation (UTC)
 - B-5 (h) Labor and Industries (L&I)
 - B-5 (i) Facility Representative from the Power Plant Liaison
- B-6 Human Services Branch Director
 - B-6 (a) 1 – ESF 6 Red Cross
 - B-6 (a) 2 – ESF 6 Dept of Social Health Services (DSHS)
 - B-6 (b) ESF 11, Agriculture - Dept of Agriculture (DOA)
- B-7 Emergency Services Branch
 - B-7 (a) 1 - ESF 4, Firefighting - State Patrol (WSP)
 - B-7 (a) 2 - ESF 4, Firefighting Natural Resources (DNR)
 - B-7 (b) ESF 8, Public Health and Medical Services– Dept of Health (DOH)
 - B-7 (c) ESF 9, Search and Rescue

- B-7 (c) 1 - DOT Aeronautics Division
- B-7 (c) 2 - EMD
- B-7 (d) ESF 10, Oil and Hazardous Materials
 - B-7 (d) 1 - Dept of Ecology (DOE)
 - B-7 (d) 2 – WSP
- B-7 (e) ESF 11, Agriculture and Natural Resources
 - B-7 (e) 1 – DOA
 - B-7 (e) 2 – DNR
 - B-7 (e) 3 - Fish and Wildlife (DFW)
- B-7 (f) ESF 13, Public Safety and Security
 - B-7 (f) 1 – WSP
 - B-7 (f) 2 – WNG
- B-7 (g) ESF 20, Defense Support to Civil Authorities – WNG

C. ESF 5, Planning Section

- C-1 Planning Section Chief
- C-2 Situation and Analysis Unit
- C-3 Documentation Unit
- C-4 Science and Technology Unit
- C-5 Planning Section Administrative Assistant
- C-6 Information and Intelligence Unit or Technical Specialists
- C-7 Planning Appendix for Fixed Nuclear Facilities, U.S. Department of Energy and Umatilla Chemical Depot
- C-8 Planning Appendix Information and Intelligence Procedures for the Washington Joint Analytical Center

D. ESF 5, Logistics Section

- D-1 Logistics Section Chief/Deputy Logistics Section Chief
- D-2 Assistant Logistics Section Chief
- D-3 Resource Management Branch
- D-4 Deployment Planning Branch
- D-5 Mutual Aid Branch
- D-6 EMAC A-Team

E. ESF 5, Finance and Administration Section

- E-1 Finance and Administration Section Chief
 - E-2 (a) AA to the Admin Services Branch Director
 - E-2 (b) EOC Security
 - E-2 (c) Facility Coordinator

E-2 (d) Switchboard Operator

E-2 (e) A/V Operator

E-2 (f) Safety Officer

E-3 Financial Services Branch Director

E-3 (a) Comptroller

E-4 Message Center Branch Director

E-4 (a) Message Logger

E-4 (b) Fax Machine Operator

E-4 (c) Copy Machine Operator

E-4 (d) Runner