



Georgia Emergency Operations Plan

Emergency Support Function # 7 Annex **Logistics Management & Resource Support**



2015

ESF Coordinator and Support Agencies

ESF Coordinator

*Georgia Emergency Management
Agency/Homeland Security*

Primary Agency

*Georgia Emergency Management
Agency/Homeland Security
Georgia Department of Administrative
Services
Georgia Forestry Commission*

Support Agencies

*Agrirama- Georgia's Museum of
Agriculture and Historic Village
Board of Regents of the University System
of Georgia
Georgia Business Force
Georgia Department of Agriculture
Georgia Department of Community Health
Georgia Department of Corrections
Georgia Department of Defense
Georgia Department of Natural Resources
Georgia Department of Public Safety
Georgia Department of Transportation
Georgia Building Authority
Georgia Bureau of Investigation
Georgia Firefighter Standards and Training
Council
Georgia Mutual Aid Group
Georgia National Fairgrounds and
Agricenter
Georgia Office of the Commissioner of
Insurance and Fire Safety
Georgia Ports Authority
Georgia Public Safety Training Center
Georgia State Properties Commission
Technical College System of Georgia
Georgia Voluntary Organizations Active in
Disaster*

1.0 Introduction

1.1 Purpose

This ESF Annex supports the Georgia Emergency Operations Plan (GEOP) and complies with standards set forth in the National Response Framework (NRF), ESF#7: Logistics Management and Resource Support Annex. This document provides guidance on comprehensive disaster logistics planning, management, and operation. It is the strategic plan for ESF#7 - Logistics Management and Resource Support. It is supported by several Appendices, Tabs, and Standard Operational Guidelines (SOG).

Through the guidelines and processes outlined in the GEOP, this annex, and the many supporting logistics management documents, ESF#7 provides the framework for statewide logistics coordination efforts by:

- Providing comprehensive, State disaster logistics planning, management, and sustainment capability that harnesses the resources of state logistics partners, key public and private stakeholders, and non-governmental organizations (NGOs) to meet the needs of disaster survivors and responders; and
- Providing State agencies and local governments with resource support prior to, during, and/or after disasters requiring a coordinated State response.

1.2 Scope

ESF#7 provides centralized management of Logistics Management and Resource Support operations in support of State agencies and local governments. This includes:

- Setting forth the framework for Georgia Emergency Management Agency/Homeland Security (GEMA/HS), Georgia Forestry Commission (GFC), and the Department of Administrative Services (DOAS) to jointly manage a supply chain that provides a collaborative response for incidents requiring an integrated State response capability.
- Establishing a link between the GEMA/HS-GFC State Logistics Management and the DOAS Resource Support capabilities.
- Establishing a framework for the integration of internal and external logistics partners through increased collaboration in the planning, sourcing, acquisition, and utilization of resources.
- Accelerating communication among all stakeholders in order to enhance recovery efforts in the impacted area and re-establish local self-sufficiency as soon as possible.

ESF#7 support to state and local governments consists of:

- Ordering, receiving, and distributing Initial Response Resources (IRR).
- Coordinating the provision of temporary, emergency power for critical facilities.

- Obtaining or establishing temporary facilities for response and recovery operations.
- Coordinating and managing intrastate and interstate mutual aid resource support.
- Emergency purchasing and contracting for critical goods and services.
- Coordinating and controlling the movement of Initial Response Resources (IRR), other supplies, equipment, and mutual aid resources within the State.

This Annex:

- Identifies key ESF#7 capabilities that must be achieved.
- Provides an overall concept of operations for ESF#7 in support of the GEOP.
- Identifies overarching policies governing ESF#7 operations.
- Identifies ESF#7 Primary and Support Agencies.
- Identifies roles and responsibilities for ESF#7 Primary Agencies.
- Identifies potential types of support that may be provided by ESF#7 Support Agencies.

2.0 Concept of Operations

Through continuous coordination, the Primary and Support Agencies work to ensure the following capabilities:

- Comprehensive planning for state disaster logistics operations.
- Establishment of an ESF#7 unified organizational structure that, when activated, can manage and execute State disaster logistics operations.
- Train State agencies and local governments on Point of Distribution (POD) planning and operations.
- Rapid identification of internal State resources that can potentially be used to fulfill resource requests during disaster response, facilitated by the pre-disaster establishment and maintenance of a consolidated State government key resource inventory.
- Conduct expedient renting, purchasing, and contracting for critical equipment, supplies, and services during disaster response, facilitated by pre-disaster identification of commercial sources and establishment of contingency contracts.
- Rapid establishment and operation of temporary field logistics facilities during disaster response, facilitated through pre-disaster identification of potential suitable sites and/or facilities, pre-disaster contingency contracts and expedient real property leasing capability.
- Expedient leasing of real property to facilitate State disaster logistics operations during disaster response.
- Order, receive, store, account for, and distribute Initial Response Resources (IRR), including water, ice, shelf-stable meals, tarps, medicine, medical supplies, and other items during disaster response.
- Coordinate the provision and installation of temporary emergency power to State and county critical facilities during disaster response, facilitated by the pre-

disaster identification of critical facility temporary emergency power requirements. Establish and maintain accountability for all electrical generators provided during disaster response.

- Execute and manage mutual aid operations in accordance with the Statewide Mutual Aid and Assistance Agreement and the Emergency Management Assistance Compact (EMAC) during disaster response.
- Conduct Reception, Staging, On ward Movement and Integration (RSOI) operations for interstate mutual aid resources entering and departing the State during disaster response.
- Coordinate routes and transit times and track resource movement within the State during disaster response.

State ESF#7 operations will be managed by the Logistics Chief, a member of the General Staff of the State Operations Center (SOC). The Logistics Chief is supported by a unified Logistics Section consisting of five Units in the SOC and several Branches in the field.

- The Units consist of Material Management, Facility Management, Mutual Aid, Movement Control, and Purchasing and Contracting.
- The Branches consist of the Logistics Staging Area (LSA) and one or more Camps/Staging Areas.

2.1 Activation – ESF#7

Any threat or incident requiring the activation of this Annex may be detected from a variety of sources. When any ESF#7 primary or support partner is apprised of a threat or incident, they will contact the GEMA/HS Communications Center with pertinent information.

If a disaster warrants heightened SOC activation, some or all of the Logistics Section Units and Branches may be activated. The scope of disaster logistics operations will be determined by the nature of the event, the applicable state and/or federal emergency or disaster declaration, and available funding.

Resource requirements will be primarily determined by affected County Emergency Management Agency (EMA) Directors, working in concert with assigned GEMA/HS Field Coordinators, and the emergency coordinators of affected State agencies. Resource requests flow from the County EMA Director (or the GEMA/HS Field Coordinator acting on his/her behalf) or State agency to the SOC. Existing State resources, intrastate mutual aid, donations, GA VOAD and NGOs provide the initial source of personnel, vehicles, equipment, supplies and services to fulfill resource requests. Resource requests that exceed the capability of these sources may be fulfilled through State purchasing and contracting, interstate mutual aid (EMAC) or federal government assistance.

2.2 Georgia ESF#7 Organization

The Georgia Emergency Management Agency/Homeland Security serves as the Coordinator for ESF#7 and in partnership with the Department of Administrative Services and the Georgia Forestry Commission conducts ESF#7 planning, preparedness, response and recovery activities on behalf of all ESF#7 primary and support agencies.

State Resource Inventory

In accordance with O.C.G.A. 38-3-81, the State will maintain an inventory of “human and material resources”. The purpose of the inventory is to facilitate the State’s emergency response to a disaster event. Each State agency is responsible for maintaining an inventory of critical agency resources, and updating and providing the inventory to the GEMA/HS Logistics Program Manager by March 31st of each year. GEMA/HS is responsible for providing guidance and the format for such inventory to State agencies and for maintaining the consolidated State resource inventory.

Mutual Aid

All requests for mutual aid shall be processed in accordance with the Statewide Mutual Aid and Assistance Agreement (for intrastate mutual aid) or the Emergency Management Assistance Compact (EMAC) Operations Manual (for interstate mutual aid) as applicable. All EMAC requests for assistance on behalf of the State of Georgia or acceptance of offers of assistance via EMAC from other states shall be approved by GEMA/HS.

EMAC Authorized Representative

Before accepting an offer of such aid, the AR shall first consult with the SOC Finance Chief to confirm funding availability for reimbursement to the assisting state.

Emergency Purchasing & Contracting

All emergency purchasing and contracting activities will be conducted in accordance with applicable State law, regulations and Governor’s Executive Orders, which authorize other than “full and open competition” during a State of Emergency declared by the Governor. Reasonable efforts will be made to borrow, rent or lease equipment. Equipment will only be purchased as a last resort. Emergency purchasing and contracting will only be done with the approval of the SOC Logistics Chief, Finance Chief and ESF#5 – Emergency Management. Prior to approving the purchase or contract action, the SOC Finance Chief shall identify the appropriate funding source and verify funding availability to support the proposed expenditure.

Requests for Initial Response Resources (IRR)

All requests for IRR will be submitted to FEMA via the FEMA Action Request Form (ARF). The ARF will be prepared by the SOC Logistics Section Material Management Unit (MMU) and approved by the SOC Logistics Chief, Finance Chief and ESF#5 – Emergency Management prior to submission to FEMA. Prior to approving the ARF, the SOC Finance Chief shall identify the appropriate funding source and verify funding availability to support the proposed expenditure.

Emergency Leasing of Real Property

All emergency leasing of real property actions in support of disaster response operations will be coordinated by the Logistics Section Facility Management Unit (FMU) and conducted by the State Properties Commission. Such action must be approved by the SOC Logistics Chief, Finance Chief and ESF#5 – Emergency Management prior to execution of such lease. Prior to approving this action, the SOC Finance Chief shall identify the appropriate funding source and verify funding availability to support the proposed expenditure.

3.0 Assignment of Responsibilities

The assignment of responsibilities section establishes the organizations and agencies that will be relied upon to respond to a disaster or emergency situation. This section also includes tasks that these organizations and agencies are expected to perform.

3.1 ESF Coordinator

Georgia Emergency Management Agency/Homeland Security

The Georgia Emergency Management Agency/Homeland Security is the coordinator for ESF#7 and in partnership with the support agencies listed within this document conducts ESF#7 planning, preparedness, response and recovery activities.

3.2 Primary and Support Agencies

Georgia Emergency Management Agency/Homeland Security

- Leads the State Logistics Planning Committee.
- Coordinates and conducts comprehensive State disaster logistics planning.
- Coordinates and facilitates training and exercises for ESF#7-specific plans.
- Coordinates and manages State disaster logistics operations.
- Coordinates the establishment of and manages the SOC unified Logistics Section.
- Coordinates and manages intrastate and interstate mutual aid.

- Coordinates the provision of temporary emergency electrical power to State and county critical facilities.
- Coordinates staff and equipment to augment or independently operate county PODs upon request of the County EMA Director.

Georgia Department of Administrative Services

- Establishes pre-disaster contingency contracts for anticipated critical equipment, supplies and services needed to support State disaster response and recovery operations.
- Conducts emergency renting, purchasing and contracting for critical equipment, supplies and services to support State response and recovery operations.
- Provides state purchasing cards to GEMA/HS to support State disaster response and recovery operations.
- Assists with staffing the SOC unified Logistics Section.

Georgia Forestry Commission

- Assists with managing and staffing the SOC unified Logistics Section.
- Establishes, manages and assists with staffing the LSA Branch when the Branch is activated. Manages and assists with staffing Camp Branches within agency capability when Branches are activated. This may include supervision of commercial vendors that may be providing or supporting these temporary facilities. This may also include coordinating support for such facilities from other state forestry agencies or commissions.
- Provides available commercial trucks (tractors), cargo trailers and truck drivers, forklifts and forklift operators, pallet jacks, communications equipment, information technology support, computers and portable administrative office trailers to support State LSA and Camp operations.

Agrirama

- Provides staff, facility, and equipment to support State emergency worker camp/staging operations. May assist in establishing and providing meal service through on-site commercial vendor.

Board of Regents of the University System of Georgia

- Provides buses and bus drivers to support State LSA operations.
- Provides facilities for temporary camps and staging areas for State emergency workers, equipment, vehicles and aircraft.
- Provides aviation fuel for State aircraft in support of aircraft staging operations.
- May assist in establishing and providing meal service through on-site commercial vendors.

Georgia Department of Agriculture

- Provides vehicles, fuel tenders with vehicle dispensing capability, portable administrative office trailers, personnel, food and fuel technical assistance, and

fuel to support temporary field logistics and other state response and recovery operations.

- Assists in staffing the SOC unified Logistics Section LSA Branch.

Georgia Department of Community Health

- Coordinates the provision of emergency medical support at temporary State Field Logistics sites.
- Coordinates the provision of inoculations, as required, for State emergency workers, including mutual aid resources from other states.
- Assists with coordinating interstate mutual aid involving medical resources.

Georgia Department of Corrections

- Provides staff, inmate labor, vehicles, mobile field kitchens, construction and material handling equipment, equipment operators and meal service to support State LSA operations and emergency worker camps/staging area sites.

Georgia Department of Natural Resources

- Provides facilities to serve as temporary camps and staging area sites to support State emergency workers, equipment and vehicles. Provides personnel, equipment and vehicles to support such sites.

Georgia Department of Public Safety

- Provides security and traffic control for temporary field logistics operations, IRR shipments and mutual aid resource convoys within the State.

Georgia Department of Transportation

- Provides assistance with coordinating the emergency movement of resource shipments to include oversize/overweight vehicles.
- Provides information regarding the condition, accessibility, and suitability of roads and bridges, rail lines and airports that could support State disaster logistics operations.
- Develops and installs temporary signage along roadways showing the location and directions to various temporary field logistics facilities (e.g., the State LSA/ Camps/Staging Areas and PODs).
- Produces and provides maps (via hardcopy, facsimile, or e-mail) to emergency workers depicting the locations of temporary field logistics facilities and any restrictions on routes leading to or from these facilities.
- Provides trucks and cargo trailers, truck drivers, portable electronic signs, portable light sets, construction equipment, communications equipment, forklifts, equipment operators to support State LSA operations.
- Assists in staffing the SOC unified Logistics Section, LSA Branch.

Georgia Building Authority

- Assists with staffing the SOC unified Logistics Section.

- Provides warehouse and open area storage space to support temporary State disaster logistics operations.

Georgia Department of Defense

- Assists with staffing the SOC unified Logistics Section and LSA Branch.
- Provides equipment and personnel and executes several core capabilities in support of State disaster logistics operations including: command and control; transportation; communications; aviation; logistics; staging areas; power generation; and security.

Georgia Firefighter Standards and Training Council

- Provides staff and fire/search & rescue apparatus technical assistance to support state LSA operation.

Georgia Insurance and Safety Fire Commission

- Provides safety personnel and technical assistance to support temporary State field logistics facilities.

Georgia National Fairgrounds and Agricenter

- Provides staff, facilities, equipment and information technology technical assistance to support emergency worker camp/staging area operations.
- Assists in coordinating on-site meal service for emergency worker camp/staging area through on-site commercial vendor.

Georgia Ports Authority

- Provides facilities, equipment and personnel to support temporary field logistics operations.

Georgia Public Safety Training Center

- Assists with managing and staffing the SOC unified Logistics Section LSA Branch.
- Provides the GPSTC grounds and facilities for State LSA operations and supports the establishment and operation of the LSA Branch with lodging, meal service, administrative work space, office and communications equipment, information technology support, computers, and areas for personnel and equipment staging, material handling, mobile fuel dispensing and aircraft landing zones.

Georgia State Properties Commission

- Executes emergency leasing of real property to support temporary field logistics operations.

Technical College System of Georgia

- Provides staff, facilities, equipment, cargo trucks and trailers, truck drivers, and information technology technical assistance to support State LSA operations and emergency worker camps/staging areas.

Georgia Voluntary Organizations Active in Disaster

- Installs tarps on survivors' homes.
- Provides mobile field kitchens, staff and meal service for State emergency worker camps/staging areas.

Georgia Business Force

- Assists with staffing the SOC unified Logistics Section.
- Assists in identification of commercial sources of goods and services to support the State's emergency response.
- Assists in obtaining price quotes for emergency purchases of goods, services and logistics support.
- Assists in communication of vital situational and event information between GEMA/HS and the business community.
- Assists in re-entry coordination of key commercial resources into the disaster area to facilitate earliest possible restoration of key commercial services.

Georgia Mutual Aid Group (GMAG)

- Provides personnel to assist in staffing the Mutual Aid Unit of the unified Logistics Section in the SOC.
- Coordinates intrastate mutual aid. Establishes and operates the Fire Mutual Aid Coordinating Center (FMACC) to manage (identify, mobilize, track, and maintain accountability and vital communications) intrastate mutual aid resources.

3.3 Direction, Control, and Coordination

This section describes the framework for all direction, control, and coordination within the State of Georgia and other States.

3.3 A: ESF Coordination within State Operation Center

ESF#7 will report all activities to the ESF#5 Planning Unit for inclusion in the development of incident action plans and situational reports. All public information reports regarding ESF#7 activities will be coordinated with ESF#15 – External Affairs.

When ESF#7 is activated, Georgia Emergency Management Agency/Homeland Security, with assistance from supporting departments and agencies, assesses and responds to requests for assistance with the management and/or maintenance of communication systems and planning or technical assistance from impacted local, state or federal agencies or other ESFs.

In addition to the SOC, ESF#7 may provide personnel to field operations established in Georgia, including but not limited to: Joint Field Offices (JFO), Joint Information Centers (JIC), Disaster Recovery Centers and any other

incident facility established to meet operational demands for each particular incident requiring the activation of the GEOP.

3.3 B: Coordination of EMAC Request

The Emergency Management Assistance Compact (EMAC) is a national mutual aid agreement between the 50 states, Puerto Rico, the U.S. Virgin Islands and the District of Columbia. It is based on 13 Articles which have been enacted into state law by each state. In Georgia, EMAC is addressed in the O.C.G.A., Title 38, Chapter 3, Article 5.

States may only request assistance via EMAC when their governor has declared a state of emergency. EMAC requires that the state requesting assistance reimburse the state that provides the assistance. The Director of GEMA/HS is the EMAC Authorized Representative (AR) for the State of Georgia. The AR is tasked with the authority to commit and accept resources through EMAC partnerships. The AR may delegate this authority to the Operations Director, Deputy Operations Director and Finance Director of GEMA/HS. The GEMA/HS Logistics Program Manager is the Designated Contact (DC) for EMAC. In the absence of the Logistics Program Manager, the agency has identified alternate designated contacts. The DC is commonly referred to as the EMAC Coordinator. The DC coordinates EMAC operations and prepares the official EMAC Request for Assistance (commonly referred to as the REQ-A). When completed, the REQ-A becomes a contract between the requesting and assisting states for the provision of assistance in accordance with EMAC. When the SOC is activated, the Logistics Section Mutual Aid Unit coordinates and manages EMAC missions. This unit will be initially staffed with GEMA/HS personnel, but will likely be augmented by trained EMAC personnel from other states as soon as possible. This unit is also referred to as an EMAC "A" Team.

ESF#7 will coordinate all EMAC requests with the GEMA/HS EMAC DC or the SOC Logistics Section Mutual Aid Unit, when the SOC is activated. No resource (personnel or equipment) may deploy to another state via EMAC until the REQ-A has been approved and signed by the ARs of the requesting and assisting states, and they have been provided a copy of the REQ-A, briefed and prepared for the mission. To facilitate obtaining any assistance Georgia may need via EMAC, state ESFs should identify their shortfalls in capability and where resources may be obtained to provide this capability. This may be accomplished via informal coordination with sister agencies in other states to determine if the needed resource is available for potential deployment to Georgia, its location and the point of contact for the resource. Such information is critical in expediting a request for assistance via EMAC. For more information on EMAC, contact the GEMA/HS EMAC Designated Contact at 404-635-7200.

3.3 C: ESF Activation, Exercise & Improvement Planning

GEMA/HS systematically coordinates and conducts event debriefings and compiles after action reports for any incident that calls for the activation of all or any portion of the GEOP. ESF#7 shall participate in this process when applicable. After Action Reports will document areas for improvement, resource shortfalls and corrective action planning requirements which will be incorporated into the GEOP, its annexes or ESF SOGs when applicable.

GEMA/HS conducts all exercises within the structure provided by the Homeland Security Exercise Evaluation Program (HSEEP). ESF#7 will participate in all exercise activities when applicable and will follow the HSEEP process to include active participation in planning and evaluation meetings, workshops and conferences.

3.3 D: Development of Standard Operating Guides

The GEMA/HS Planning Section has provided standard operating guide development templates and planning assistance to all ESFs listed in the GEOP. All ESFs will strive to develop operationally ready SOGs for inclusion in the GEOP. ESF#7 will meet as necessary to develop, review and refine SOGs that discuss specific operational processes and procedures.

3.3 E: Development of Resources Capability List

ESF#7 – Resource Support will develop, review, refine and maintain lists of all resources currently available and under the control of the primary or support agencies listed in this plan. The development of these lists may be completed by several organizations and professional groups, which currently operate within this ESF. These resource lists should be compliant with the resource typing standards outlined in the National Incident Management System (NIMS).

4.0 ESF Annex Development and Maintenance

This Emergency Support Function Annex will be reviewed every two years and updated as required. In addition the document shall be evaluated for recommended revisions and corrective measures as an integral part of the Agency Exercise or Event After Action Reports / Improvement Plans, as well as internal reviews that will follow the issuance of any Governor Executive Order or passage of legislation impacting the Agency.