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	Emergency Employment of Army and Other Resources RESPONSE PLANNING GUIDE (EMERGENCY EMPLOYMENT)	
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RESPONSE PLANNING GUIDE****TABLE OF CONTENTS**

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This ER supersedes ER 500-1-28 dated 17 August 1992.

CHAPTER 1 INTRODUCTION

1-1. PURPOSE. This regulation establishes policy, provides planning guidance and assigns responsibilities to ensure timely execution of ESF #3, Public Works and Engineering, in support of the Federal Response Plan (FRP), and for high impact, low probability catastrophic events, as determined by Headquarters, USACE (HQUSACE). USACE is the lead Federal agency for execution of planning and ESF #3 missions.

1-2. APPLICABILITY. This regulation applies to HQUSACE elements, major subordinate commands (MSC), districts, laboratories, field operating activities (FOA), and applicable center(s) of expertise.

1-3. REFERENCES.

a. Public Law (P.L.) 93-288, as amended, The Robert T. Stafford Disaster Relief and Emergency Assistance Act.

b. The Federal Response Plan.

c. ER 500-1-1, Natural Disaster Procedures.

d. ER 11-1-320, Civil Works Emergency Management Activities.

e. U.S. Army Corps of Engineers (USACE) Emergency Support Function (ESF) #3 - Disaster Mission and Function Guidebooks.

1-4. MISSIONS.

a. The USACE response and recovery missions under the FRP are to provide public works and engineering support to supplement state and local efforts toward the effective and immediate response to any request within the scope of ESF #3. Activities include, but are not limited to, the following:

(1) Participation in pre-disaster activities to include pre-positioning assessment teams, advance elements, etc.

(2) Participation in field/damage assessment immediately following a disaster.

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(3) Emergency clearance of debris from highways, roads and bridges.

(4) Removal and management of debris from public streets and roads.

(5) Temporary repair and/or replacement of emergency access routes which may include streets, roads, bridges, ports, waterways, airfields, and any other facilities necessary for passage of rescue personnel.

(6) Emergency restoration of critical facilities including temporary restoration of water and wastewater treatment systems.

(7) Emergency demolition or stabilization of damaged structures and facilities designated by state or local government as immediate hazards to the public health and safety, or as necessary to facilitate the accomplishment of lifesaving operations.

(8) Emergency contracting to support health and safety, to include provision of potable water, ice, temporary housing, and others as required.

(9) Technical assistance including structural inspections, construction management, real estate support, emergency contracting, etc. as required.

(10) Assist in the preparation of Preliminary Damage Assessments (PDA) and Damage Survey Reports (DSR) as required.

(11) Support to other ESFs as outlined in the FRP.

(12) Consideration of incorporation and supporting mitigation actions during response and recovery operations.

b. Plan for the prioritization of mission operations associated with high impact/low probability catastrophic events as determined by the lead (supported) MSC Commander.

1-5. RESPONSIBILITIES.

a. HQUSACE will:

(1) Establish policies and procedures in support of the Federal Emergency Management Agency (FEMA) and execution of USACE mission assignments under ESF #3.

(2) Establish policies and procedures in support of requirements for Catastrophic Disaster Response Planning (CDRP) for scenario specific events.

(3) Review USACE regional supplements to the FRP to ensure consistency prior to submittal to FEMA.

(4) Coordinate and review plans/requirements annually to include policies and procedures promulgated by other Federal agencies at the National level.

(5) Review MSC plans for consistency and uniformity within established guidelines.

(6) Provide leadership and annually review the FRP, submit comments as appropriate, and as necessary, revise the ESF #3 Annex.

(7) Designate USACE representatives to the Catastrophic Disaster Response Group (CDRG), Emergency Support Function Leaders Group (ESFLG), Emergency Support Team (EST), Emergency Response Team-National (ERT-N), Joint Information Center (JIC) and Congressional Liaison Office (CLO), nationally established Field Assessment Team (FAsT), and maintain a functional Emergency Operations Center (EOC) and Crisis Management Team (CMT).

(8) Conduct and participate in training and exercises to include support agencies.

b. Major Subordinate Commands will:

(1) Coordinate the development of predesignated personnel to staff the Regional Operations Center (ROC) and Regional FAsT. Unless directed otherwise by HQUSACE, initial personnel for the designated ROCs will be from the following MSC:

<u>FEMA REGION</u>	<u>PRIMARY MSC</u>
1	New England
2	North Atlantic
2 (For Caribbean)	South Atlantic
3	North Atlantic
4	South Atlantic
5	North Central
6	Southwestern
7	Missouri River
8	Missouri River
9	South Pacific
9 (For Pacific Islands)	Pacific Ocean
10	North Pacific

(2) Assign planning responsibilities, by state, to districts within their command.

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(3) Ensure Emergency Response Team-Advance (ERT-A) are trained and staffed with appropriate MSC and/or delegated district personnel. Designate staff Liaison Officers to the Joint Task Force (JTF), if applicable, Regional JIC and Regional CLO.

(4) Provide leadership to support agencies as the lead agency for ESF #3.

(5) Participate in Regional Interagency Steering Committees as interagency leader for ESF #3 planning with support agencies, etc. Actively provides leadership.

(6) Maintain a functional EOC and appropriate response and support Table of Distribution and Allowances (TDA) to include a CMT.

(7) Regional supplements will be developed by the primary MSC designated below. The primary MSC is responsible for the total regional planning effort and for coordination between the designated FEMA region and the MSC support team members listed below. The primary MSC must actively involve all team members having some responsibility within the designated FEMA region.

<u>FEMA REGION</u>	<u>PRIMARY MSC</u>	<u>TEAM MEMBERS</u>
1	NED	-
2	NAD	-
2 (For Caribbean)	SAD	NCD
3	NAD	ORD, NCD
4	SAD	ORD, LMVD
5	NCD	ORD
6	SWD	LMVD
7	MRD	NCD, LMVD, SWD
8	MRD	SPD, NPD, NCD
9	SPD	POD
9 (For Pacific Is)	POD	-
10	NPD	SPD

(a) Response planning activities related to the New Madrid Seismic Zone will be coordinated by LMVD.

(b) Response planning activities related to the Wasatch Fault will be coordinated by SPD.

(8) Develop MSC response plans and guidance for execution of ESF #3 missions. Ensure that procedures for the phased augmentation of personnel from other MSCs, laboratories, FOA and support agencies are properly followed so that individuals with critical skills are identified to fill key response positions.

(9) Develop scenario specific plans, related to catastrophic events, as tasked by HQUSACE. These tasks will be based on an all hazards risk analysis.

(10) Review district plans for consistency and uniformity within established policy and procedures.

(11) Ensure interagency coordination at the regional level with the following:

- (a) Agencies identified as support to ESF #3.
- (b) Agencies which require USACE support.
- (c) Department of Defense (DOD) agencies and commands.
- (12) Review regional agency plans.
- (13) Coordinate regional exercises and training.
- (14) Receive and coordinate mission requirements.

c. Districts will:

(1) Develop district response plans to support execution of assigned missions.

(2) Designate staffing for ERT-A as required in support of MSCs.

(3) Conduct exercises and training to ensure readiness of emergency team members.

(4) Coordinate with state and local agencies.

(5) Maintain a functional EOC and CMT.

d. Laboratories and FOAs will:

(1) Develop response plans to provide specialized technical support/assistance to mission requirements.

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(2) Designate staffing for mission requirements in support of MSCs.

(3) Participate in exercises and training to ensure readiness of emergency team members.

e. Earthquake Preparedness Center of Expertise (EQPCE) will:

(1) Coordinate and train specialized Urban Search & Rescue (US&R) cadres.

(2) Manage activation and deployment of these cadres.

(3) Participate in exercise development and training to ensure readiness of USACE personnel.

(4) Provide technical support/assistance to USACE commands in the development of response plans.

f. The Remote Sensing/Geographical Information System (GIS) Center (RSGISC) will:

(1) Provide direct support to CECW-OE coordinating remote sensing and GIS activities of all Corps laboratories and will develop response plans, MOAs, as well as provide staff, as necessary, to HQUSACE.

(2) Coordinate and manage the staffing of remote sensing and GIS field teams as necessary during emergencies.

(3) Provide analytical support from the RSGISC at the Corps Cold Regions Research and Engineering Laboratory.

**CHAPTER 2
PLANNING GUIDANCE AND RELATIONSHIPS**

2-1. MSC/DISTRICT PLANNING RELATIONSHIPS.

a. The MSC designated below will coordinate response and recovery planning activities with the assigned state or U.S. territory and will assign a primary district as the lead in the planning effort for an assigned state. These districts will be the primary POC and will coordinate with all districts operating in that state as a single POC.

NED:	Maine Vermont	New Hampshire Rhode Island	Massachusetts Connecticut
NAD:	New York Delaware Pennsylvania	New Jersey Maryland	Virginia District of Columbia
SAD:	Georgia Alabama Virgin Islands	Florida South Carolina	North Carolina Puerto Rico
ORD:	Ohio Indiana	Kentucky West Virginia	Tennessee
NCD:	Iowa Illinois	Minnesota Wisconsin	Michigan
MRD:	North Dakota Wyoming Kansas	South Dakota Nebraska	Missouri Colorado
LMVD:	Louisiana	Mississippi	
SWD:	Texas Arkansas	Oklahoma	New Mexico
SPD:	Nevada Utah	California	Arizona
NPD:	Alaska Idaho	Washington Montana	Oregon
POD:	Hawaii	Pacific governments authorized assistance under provisions of P.L. 93-288, as amended	

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b. MSC/district responsibilities for the coordination and development of CDRP plans for high impact, low probability events will be tasked by HQUSACE.

2-2. OPERATIONS. Operational responsibilities for response and recovery should generally be according to civil works boundaries or pre-determined interdivisional agreements. Guidance for response/recovery support activities is as follows:

a. Districts within the same MSC and adjacent to the lead district will serve as direct support districts.

b. Other MSCs and districts will provide supplemental support.

c. MSC/district responsibilities for response to a major earthquake in the New Madrid Zone are outlined in the New Madrid Earthquake Response Supplement for Public Works and Engineering, ESF #3.

d. MSC/district responsibilities for response to a major earthquake in the Wasatch area are outlined in the Utah Regional Supplement.

e. MSC/district offices may be physically located in areas vulnerable to direct impact of a natural disaster of catastrophic proportions. These offices may be rendered incapable of executing response/recovery activities, in which case these MSCs/districts should be considered "victim" organizations. Their primary mission would be reconstitution of their workforce.

f. Plans will be formulated to provide a backup MSC/district to assume command and control of response/recovery missions of the pre-identified victim organization.

g. Operational procedures for mission execution are addressed in the Corps Mission and Function Guides.

CHAPTER 3 CONCEPT OF OPERATIONS

3-1. ACTIVATION PROCESS.

a. At the national level, the FEMA Associate Director for Response and Recovery Directorate (RR), in consultation with the FEMA Director, has the authority to activate part or all of the ESFs at headquarters level.

b. At the regional level, a FEMA Regional Director (RD) or designee, in consultation with the Associate Director, RR, also may activate part or all of the ESFs of the FRP within the region.

c. FEMA Headquarters will notify HQUSACE, through the Directorate of Military Support (DOMS), of the FRP activation or the potential FRP activation.

d. Upon activation of the FRP, HQUSACE will notify the MSC(s) EOCs. HQUSACE will also notify ESF #3 support agencies at the national level. Concurrently, FEMA Headquarters will contact the appropriate FEMA RD(s) and request that they coordinate with the MSC(s).

e. MSC(s) EOC will notify the appropriate district(s) EOC. The MSC EOC will also notify their appropriate regional support agencies.

f. Districts will establish liaison with state emergency organizations and appropriate local entities.

3-2. ORGANIZATION AND FUNCTIONS.

a. National Level.

(1) The CDRG is an interagency group convened to address FRP issues requiring national level decisions or policy direction. It provides a mechanism for the Director, FEMA, to obtain input and discuss issues with senior level representatives from the signatory agencies of the plan. The USACE representative to the CDRG is the Chief, Operations, Construction, and Readiness Division, Directorate of Civil Works. The alternate representative is the Chief, Readiness Branch, Operations, Construction Readiness Division, Directorate of Civil Works. The CDRG will meet on an as-needed basis at the direction of the CDRG Chairperson.

(2) The EST supports the CDRG and provides administrative, logistical, and operational support for response and recovery activities in the field. It serves as the central source of information on the status of Federal response activities and disseminates information to the media, Congress, and general public. The EST representative is responsible for coordination of mission assignments among all effected EST members. The USACE representative to the EST is designated from the Natural Disaster Plans and Policy Section, Readiness Branch, Operations, Construction Readiness Division, Directorate of Civil Works.

(3) The HQUSACE CMT will operate from the HQUSACE EOC. The CMT will support the CDRG and EST representatives in all matters. The CMT will provide HQUSACE command, control, and communications for all USACE disaster response operations throughout the nation. HQUSACE may request support agency liaison representatives to report to HQUSACE EOC, if the disaster situation warrants.

(4) The following Essential Elements of Information (EEI) will be provided by the affected MSC/district:

- (a) Boundaries of the disaster area(s) and general locations of greatest damage.
- (b) Locations of potential Corps and ESF #3 missions.
- (c) Anticipated ESF #3 taskings.
- (d) Resource requirements and preliminary assessment of availability of resources for ESF #3 support.
- (e) Status of access to major damage areas.
- (f) Location of possible secondary hazards, i.e., hazardous spills, dam failures, floods, fires, etc.
- (g) Status of Corps infrastructure (navigation, flood control projects).
- (h) Status of Corps office facilities, manpower.
- (i) Status of Corps communications capabilities.

b. Regional Level.

(1) The ROC will establish links with the affected state(s) to gather information on the status of the effected area and will serve as a temporary coordination office for Federal activity until the ERT is established in the field. A USACE MSC,

and/or its assigned districts or support agency, will provide the necessary representation at the ROC. These representatives will remain in the ROC until deactivated or released by the ROC Director. The ROC may deploy its FAST and/or request FEMA Headquarters deploy a national FAST to quickly ascertain the extent of disaster related damages. The ROC will also deploy other elements of the ERT-A to establish communication with the state and local governments. The ROC may issue initial mission assignments.

(2) The ERT-A is one of the initial interagency group(s) to respond to the incident at the disaster site. The purpose of the ERT-A is to coordinate with FEMA, the other Federal representatives, and the affected state(s) in assessing the impact of the event, identifying requirements, and establishing an operational Disaster Field Office (DFO), as necessary. The ERT-A should be prepared to receive mission assignments. The ERT-A will be incorporated into a full ERT at the DFO, if the situation warrants. This team may be deployed to a forward position in advance of a disaster with warning (i.e., hurricane). The MSC having responsibility for the state(s) in which the disaster occurs will ensure necessary representatives are immediately provided for in the ESF #3 element of the ERT-A. These personnel may be from the MSC or district offices.

(3) When the DFO is established, the full ERT staff will locate to the facility. The ERT role is that of coordination, assessing information, determining resource requirements, setting priorities, disseminating information, and taking action(s) for response and recovery activities. The designated MSC will ensure the necessary representation for both response and recovery operations within the ESF #3 element and as necessary to support other ESFs. Figure 1 depicts the organizational relationship. USACE personnel on the ERT-A join others to form the ESF #3 Management Cell (a part of the ERT at the DFO). When established, the ESF #3 Management Cell will receive and initiate the execution of response and recovery missions related to Public Works and Engineering. The ESF #3 Management Cell will:

(a) Provide ESF #3 liaison to the Defense Coordinating Officer (DCO), JIC, CLO, and ESF #5 to function as the ESF #3 staff advisor, and provide assistance to other ESFs, when required.

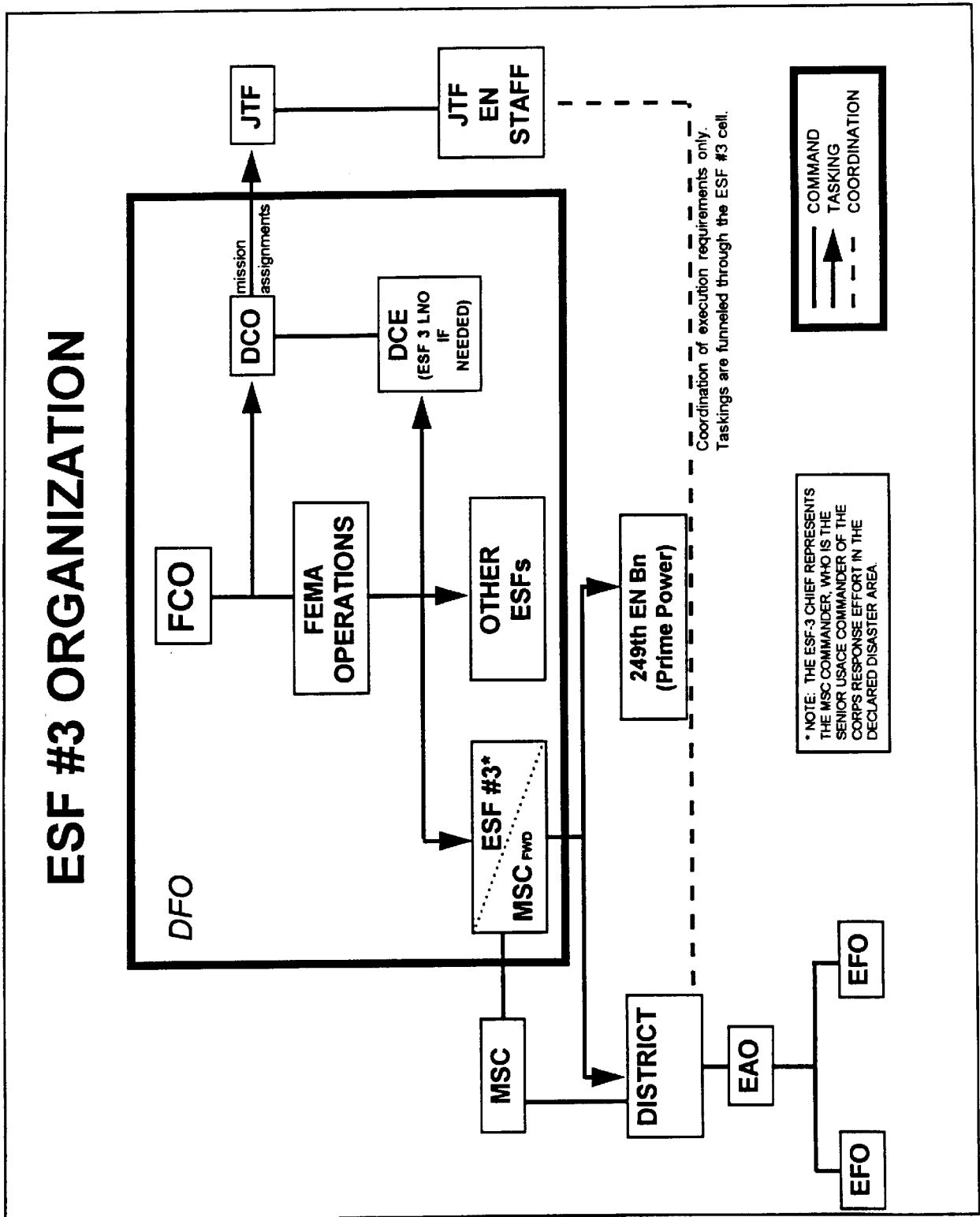


FIGURE 1

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(b) Accept missions within the scope of ESF #3 and forward through the MSC EOC to the respective response district.

(c) Coordinate directly with respective lead response district regarding execution of the mission(s).

(d) Prioritize, in coordination with the state, each mission to ensure that the most critical activities are executed.

(e) Monitor and report work accomplished.

(f) Coordinate assignment of available resources with support agencies.

(g) Coordinate support requirements of other ESF elements.

(h) Coordinate status of Corps' resources and activities with ESF #5.

(i) Monitor and track issuance of mission assignments and subsequent taskings.

(j) Prepare and submit SITREPs for higher headquarters through the MSC EOC.

(4) The purposes of an EOC are two fold. The first and most important purpose is to provide a focal point of command and control for the MSC/district Commander. The second purpose is to serve as the primary information node. All information related to the emergency or disaster will be passed through the EOC so as to establish a repository and point of reference or intelligence to enhance the commander's ability to make sound decisions. Each USACE command will establish and maintain an EOC. The EOC and CMT will be staffed by trained and capable personnel. The EOC will:

(a) Coordinate the establishment of Emergency Area Offices (EAO), if required.

(b) Monitor status of resources.

(c) Maintain fiscal controls, accounting, and timekeeping.

(d) Maintain coordination with higher headquarters, laterally with either the ROC or state EOCs, with the ESF #3 Management Cell(s) and the EAOs.

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(5) The primary function of the EAO is to provide supervision, inspection, construction management, and contract administration functions related to the execution of response missions. (See the ESF #3 Concept of Operations Guide in the Corps Missions Guide for typical EAO organization and functions). The EAO will:

- (a) Establish field offices to execute emergency missions.
- (b) Monitor status of resources. Coordinate and adjust resources relative to the prioritization of the mission.
- (c) Provide supervision, inspection, and contract administration functions in support of assigned projects.
- (d) Prepare estimates for contract modifications.
- (e) Coordinate with district headquarters for the preparation and award of contracts.
- (f) Maintain fiscal controls, accounting, and timekeeping.
- (g) Prepare SITREPs to submit to higher headquarters.
- (h) Manage the intake, assignment, field deployment and redeployment and rotation of personnel from outside the impacted USACE District.

3-3. MISSION TASKING.

- a. Requests for ESF #3 assistance will be channeled from local jurisdictions through a designated state liaison to the FCO.
- b. Initial mission assignment letters should be addressed to the appropriate Division Commander.
- c. Missions will be issued by the Federal Coordinating Officer (FCO) or designated representative to the ESF #3 Management Cell.
- d. In addition to the above, taskings may be received directly from FEMA (with or without ESF activation) or other activated ESF agencies.

3-4. DEVELOPMENT OF SPECIALIZED CADRES.

- a. To fulfill its responsibilities under the FRP, and support to life saving missions, USACE has developed specialized cadres. The cadres listed below are under the central management

of the Earthquake Preparedness Center of Expertise (EQPCE) who is also responsible for coordinating the training and activation of these cadres as directed by HQUSACE.

(1) Urban Search & Rescue Structures Specialists. The primary focus of these specialists is to provide engineering advice and construction expertise to Urban Search and Rescue Task Forces conducting operations to rescue individuals trapped in collapsed or partially collapsed structures.

(2) Urban Search & Rescue Technical Search Specialists. The primary focus of these specialists is to provide technical support in search strategies for the detection of trapped individuals in collapsed or partially collapsed structures utilizing USACE System To Locate Survivors (STOLS) units.

b. Remote Sensing and Geographical Information Systems (GIS) specialists from Corps RSGISC, Cold Regions Research and Engineering Laboratory, are available to provide technical advice, assistance, and coordination with other Corps laboratories for the acquisition of imagery, image analysis, integration of imagery and image information into GIS, spatial analysis, and total systems integration with models and other data sources.

c. The Logistics Emergency Response Team (LERT) can be established at the division or district level or can be a consolidation of logistics personnel from several divisions, districts, laboratories, of field operating activities. The LERT will be made up of logistics personnel who have volunteered and been preselected for assignment to specific positions. Each selection will be coordinated through their appropriate commander. The team shall be capable to deploy within 24 hours of notification to a specific site and establish and manage logistics operations in support of the emergency or disaster.

d. 249th Engineer Battalion (Prime Power). The 249th Engineer Battalion is a HQUSACE asset. If its assets are required, the tasking to support disaster response and/or recovery will be through the HQUSACE EOC. The Battalion is available to assist the divisions and districts with emergency electrical planning requirements.

CHAPTER 4 EMERGENCY COMMUNICATIONS

4-1. PREPAREDNESS. All MSCs/districts are responsible for developing emergency communication plans and procedures to ensure effective coordination between all key Federal, state, and local agencies. To accomplish this, MSCs and districts will:

a. Conduct regularly scheduled communications tests, exercises, and training to ensure reliable connectivity using the following systems:

(1) High Frequency Single Side Band (HF/SSB) radios for long distance point-to-point, voice and data communications among USACE districts, MSCs, and HQUSACE elements, FEMA, and other Federal and state agencies.

(2) Very High Frequency (VHF) radios, including portable repeaters. These will be used primarily for the operational communications needs at the EAO level.

b. Develop alternative intercommunications networks among USACE MSCs, districts, HQUSACE, FEMA, DOD, and other Federal, state and local agencies.

4-2. FACILITIES. All available communications facilities will be used in emergencies with emphasis on the following systems:

a. HF/SSB and VHF Radio Systems. Both radio systems will be utilized for emergency communications in accordance with Network Operating Instructions.

b. Commercial or Civilian Services. Ham radio operations will be utilized, as available or as needed.

c. Cellular telephones should be used, if possible, for communications in all phases of the emergency. In many cases, ESF #2, National Communications Services will provide cellular telephones to response personnel from other ESFs upon request.

d. Land-Based Satellite Telecommunications System. HQUSACE will be responsible for directing the deployment of Land-Based Satellite Telecommunications System.

CHAPTER 5 FUNDING

5-1. PREPAREDNESS FUNDING. The Flood Control and Coastal Emergencies appropriation (96X3125), Category/Class 910-100, is appropriate funding utilizing normal budgeting processes for those preparedness planning activities authorized and associated with response, recovery and mitigation operations under the P.L. 93-288, as amended. This may be either routine mission assignments from FEMA or mission assignments under the FRP. Funding for planning activities associated with CDRP are provided for under the Category/Class 903-500.

5-2. RESPONSE/RECOVERY FUNDING.

a. Activities associated with EOC management activities should be funded under the Category/Class 910-200.

b. The FRP authorizes USACE to accept response and recovery missions within the scope of ESF #3. ESF #3 will prepare estimates for mission assignments and submit them for approval to the FCO.

c. The ERT will provide FEMA a preliminary estimate of fund requirements within 72 hours of activation for each mission assignment. Estimates will be provided in accordance with Chapter 3 of ER 11-1-320.

d. Missions outside the scope of ESF #3 or assignments made verbally by the FCO will be confirmed in writing and will serve as the basis for reimbursement.

e. FEMA will provide reimbursement for mission assignments provided in support of the FRP.

f. Work accomplished by support agencies in support of ESF #3 will be billed directly to FEMA, in accordance with the financial management annex of the FRP and chapter III, paragraph G, Interim Standard Operating Procedure for the Management of Mission Assignments.

g. Budgeting and accounting procedures are contained in ER 11-1-320.

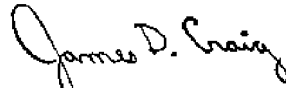
h. MSCs will include a financial management annex or appendix in their plans. MSCs will prepare fiscal closeout plans and provide copies to higher headquarters upon request. Fiscal

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closeout of FEMA mission assignments should be accomplished within 120 days of physical completion.

i. MSCs and districts will report and account for all expenditures incurred under the authority of the FRP and maintain records for audit purposes.

FOR THE COMMANDER:



2 Appendices
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JAMES D. CRAIG
Colonel, Corps of Engineers
Chief of Staff

APPENDIX A
ACRONYMS

CECW-OE	Readiness Branch, HQUSACE
CDRG	Catastrophic Disaster Response Group
CDRP	Catastrophic Disaster Response Planning
CLO	Congressional Liaison Officer
CMT	Crisis Management Team
DCE	Defense Coordinating Element
DCO	Defense Coordinating Officer
DFO	Disaster Field Office
DOD	Department of Defense
DOMS	Directorate of Military Support
DSR	Damage Survey Reports
EAO	Emergency Area Office
EFO	Emergency Field Office
EEI	Essential Elements of Information
EN	Engineer
EOC	Emergency Operations Center
EQPCE	Earthquake Preparedness Center of Expertise
ER	Engineering Regulation
ERT	Emergency Response Team
ERT-A	Emergency Response Team Advance Element
ERT-N	Emergency Response Team-National
ESF	Emergency Support Function
ESF-3	Public Works and Engineering
ESFLG	Emergency Support Function Leadership Group
EST	Emergency Support Team
FAST	Field Assessment Team
FCO	Federal Coordinating Officer
FEMA	Federal Emergency Management Agency
FOA	Field Operating Activities
FRP	Federal Response Plan
GIS	Geographical Information Systems
HF/SSB	High-Frequency Single Side-Band Radio
HQUSACE	Headquarters, U.S. Army Corps of Engineers
JIC	Joint Information Center
JTF	Joint Task Force

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LERT	The Logistics Emergency Response Team
LMVD	Lower Mississippi Valley Division
LNO	Liaison Officer
MOA	Memorandum of Agreement
MRD	Missouri River Division
MSC	Major Subordinate Command
NAD	North Atlantic Division
NCD	North Central Division
NED	New England Division
NPD	North Pacific Division
ORD	Ohio River Division
PDA	Preliminary Damage Assessments
P.L.	Public Law
POC	Point of contact
POD	Pacific Ocean Division
RD	Regional Director
ROC	Regional Operations Center
RSGISC	Remote Sensing Geographical Sensing Center
RR	Response and Recovery Directorate, FEMA
SAD	South Atlantic Division
SCO	State Coordinating Officer
SITREP	Situation Report
SWD	Southwestern Division
SPD	South Pacific Division
STOLS	System to Locate Survivors
TDA	Table of Distribution and Allowances
USACE	U.S. Army Corps of Engineers
US&R	Urban Search and Rescue
VHF	Very High Frequency

**APPENDIX B
GLOSSARY OF TERMS**

Catastrophic Disaster Response Group (CDRG): A group of representatives at the national level from the Federal agencies which have support responsibilities to the Federal Response Plan. Primary role is as a centralized liaison coordinating group. This group is chaired by the FEMA Associate Director, State and Local Programs and Support.

Defense Coordinating Element (DCE): The Defense Coordinating Element is that structure within the DFO which supports and executes missions under the authority of the Defense Coordinating Officer.

Defense Coordinating Officer (DCO): The Defense Coordinating Officer represents the Department of Defense (DOD) and more particularly the DOMS. The DCO controls all military resources dedicated to the disaster response and recovery missions.

Disaster Field Office (DFO): The office established in or near the affected area from which the FCO and staff, the ERT, and possibly the State Coordinating Officer (SCO) and regional response organizations coordinate response and recovery activities.

Emergency Response Team (ERT): An interagency team, consisting of the lead representative from each Federal agency assigned primarily responsibility for an ESF. Coordinates the overall Federal response, reporting on the conduct of specific operations, exchanging information, and resolving issues related to ESF and other response requirements.

Emergency Support Function (ESF): A category or functional area of response activity established to facilitate coordinated Federal assistance required during the immediate response phase after a significant natural disaster to save lives, protect property and public health, and maintain public safety. The ESF represents those types of Federal assistance which the State could need due to the overwhelming impact of the disaster on its own resources, response capabilities, and expertise, or because of the specialized or unique nature of the assistance. ESF support is designed to supplement State and local response efforts.

Emergency Support Function #3 Annex: The ESF #3 Annex is a part of the Federal Response Plan and addresses the purpose and policies related to the Public Works and Engineering missions.

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Emergency Support Team (EST): Interagency group operating from FEMA Headquarters which oversees the national-level response support effort and coordinates activities of ESF agencies in supporting Federal response requirements in the field. The EST serves as the mechanism to bring all Federal authorities, resources, capabilities, and expertise to contribute to an enhanced Federal response.

Federal Coordinating Officer (FCO): Senior Federal official appointed to act for the President in accordance with the provisions of P.L. 93-288. The FCO coordinates the administration of Federal relief activities of FEMA, which includes the tasking of Federal agencies for typical disaster recovery assistance.

Field Assessment Team (FAST): A Federal Team developed to perform rapid initial (field) assessment. This team is intended to be employed within the first hours after a disaster. These teams are small and self-sufficient. They will focus on time sensitive and emergency need requirements.

Logistics Emergency Response Team (LERT): The LERT can be established at the Division or District level or can be a consolidation of Logistics personnel from several Divisions, Districts, Laboratories, or Field Operating Activities. The LERT will be made up of Logistics personnel who have volunteered and been preselected for assignment to specific positions. Each selection will be coordinated through their appropriate Commander. The team shall be capable to deploy within 24 hours of notification to a specific site and establish and manage logistics operations in support of the emergency or disaster.