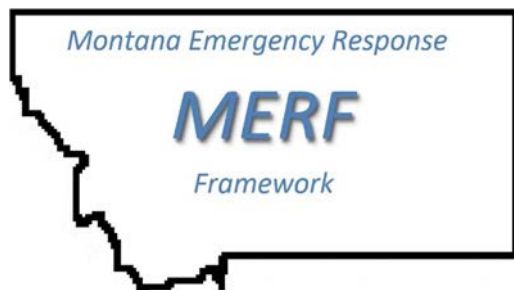


Emergency
Support
Function

2016

Annex # 7
Logistics



Authorization & Concurrence:

This Annex is considered operational and serves as a guide for rendering assistance whenever the **Montana Emergency Response Framework** (MERF) is activated. It supersedes all previous editions.

Approved: _____

Date: _____

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Section I: Agencies

Coordinating Agency:

Montana Disaster & Emergency Services

Primary Agency:

Montana Disaster & Emergency Services

Support Agencies:

Montana Governor's Office
Montana Department of Military Affairs
Montana Department of Justice
Montana Department of Natural Resources & Conservation
Montana Department of Transportation
Montana Department of Public Health & Human Services
Northern Rockies Coordination Center

Section II: Purpose & Scope

Purpose:

This Emergency Support Function (ESF) outlines how the state government and some private sector parties may contribute support, resources, program implementation, and services to save lives, protect property and the environment, restore essential services and critical infrastructure, and help communities return to normal operations following the incident. Fundamental roles and responsibilities that enable state and, if necessary, federal cooperation to support the emergency management efforts of county and as well as tribal jurisdictions involved in disaster operations are established in this ESF and the Standard Operating Procedures (SOP) or Standard Operating Guidelines (SOG) of each participating agency, department, or organization.

The purpose of ESF #7, Logistics Management and Resource Support, is to provide logistical and resource support for state and county/tribal entities involved in response and recovery efforts for emergencies or disasters that impact the State of Montana. State assistance is supplemental to local and tribal response actions, and federal assistance is supplemental to state assistance.

Furthermore, the purpose of this annex is to provide the guidance and information needed to ensure coordinated and expeditious response support. It is not intended to define or supplant the SOP or SOG of any agency or department, but to provide a framework for operations based on lessons learned from this type of event.

This annex is part of the **Montana Emergency Response Framework (MERF)** and is designed to be consistent with and subordinate to higher-level plans including the **National Response Framework (NRF)**. Logistics operations are detailed within the SOP of the State Emergency Coordination Center (SECC).

Scope:

ESF #7 is responsible for providing direct and active support to emergency response and recovery efforts following a disaster. This support includes:

- Locating, procuring, and issuing resources, such as supplies, office space, and office equipment;
- Fuel, contracting services, personnel, heavy equipment, generators and the transportation of such, in coordination with the Montana Disaster and Emergency Services (MT DES) Logistics Section.

ESF #7 also provides for logistical support for requirements not specifically identified in the other emergency support functions which may be resources unique to the emergency itself.

Resource support also involves the effort and activity necessary to evaluate, locate, procure, and provide essential material resources throughout an event. Resource support activities must be coordinated in both the SECC and in field incident command posts (ICP). The term “resources” should be understood to include, but not limited to, emergency relief supplies, staging space, equipment, supplies, contracting services, transportation, and personnel with special expertise, and/or information about those resources.

Section III: Assumptions & Relationships

Assumptions

During emergency and disaster conditions, the capabilities of Montana communities may become overwhelmed by the demands of the event. County/Tribal Emergency Operation Centers (EOCs) can be inundated with requests for emergency resources or be presented with requests they cannot fulfill. State government has a greater capacity to provide basic human needs and to meet foreseeable logistical requirements when there are shortages of supplies, personnel, or resources to support local and tribal government.

- Logistical support necessary to save lives will receive first priority.
- All ESF #7 support agencies will be notified and tasked to provide 24-hour representation as necessary. Each support agency is responsible for ensuring sufficient program staff is available to report to and support the SECC and to carry out the activities tasked to their organization on a continuous basis.
- Individuals representing agencies supporting the staffing of the ESF #7 will have extensive knowledge regarding resources and capabilities of their respective agencies and have access to the appropriate authority for committing such resources during activation.
- The transport of resources may require staging areas. Staging areas will be pre-determined to the highest degree possible. County, tribal, state and federal agency decisions regarding the identification of staging areas should be coordinated through the SECC.

Relationships

Local, Tribal, & State Government

- ESF #7 conducts assessments, training, education, and exercise programs for regional entities and local governments to improve readiness, increase response capacity, and maximize the management and impact of homeland security resources.
- ESF #7 organizations develop collaborative tools for use by local, state, tribal, territorial, and insular area entities to evaluate current disaster logistics readiness, identify areas for targeted improvement, and develop a roadmap to mitigate weaknesses and enhance strengths to foster a collective whole community logistics concept.
- Statewide capabilities and resources committed to ESF #7 will be allocated and coordinated by MT DES. The primary source of equipment, supplies, and personnel shall be made from existing support agencies' resources and local sources outside the impacted area. Support which cannot be provided from these sources may be obtained through commercial sources.
- Each supporting agency's ESF representative should be aware of the resources at their disposal, including employees from other regions of the state not affected by the emergency.
- Local jurisdictions have the responsibility to request the assistance they require. Such requests for state assistance should originate from the county or tribal government's EOC, be coordinated by the Local/Tribal Emergency Manager, and directly relate to accomplishing objectives identified in their Incident Action Plan. Requests may be made via Web EOC, phone, fax, internet, or radio, through the MT DES Duty Officer, or the SECC once it is activated. The SECC will track resources from start to finish.

Private Sector/Nongovernmental Organizations

- Support that cannot be provided from Federal resources is secured through direct procurement or donations.
- ESF #7 works with retail, wholesale, and other similar private industry associations for information sharing, planning, and exercises that would produce mutually beneficial results in coordinating how, when, where, and by whom critical logistics resources will be provided during all types of incidents.

Section IV: Core Capabilities

The following table lists the Response core capabilities that ESF #7 most directly supports along with the related ESF #7 actions. All ESFs, including ESF #7, support the core capabilities of Planning, Operational Coordination, and Public Information and Warning.

Core Capability	ESF #7 Logistics
Mass Care Services	<ul style="list-style-type: none"> • Acquires and manages resources, supplies, and services from core capability providers via contracts, mission assignments, interagency agreements, and donations. • Supports the prioritization, coordination, and communication of mass care resource requirements. • Communicates plans, requirements, and strategies to core capability providers. • Support of requirements for physically accessible sheltering, feeding, and related activities to support survivors of disasters, including individuals with disabilities.
Critical Transportation	<ul style="list-style-type: none"> • Management of transportation that includes equipment and procedures for moving material from storage facilities and vendors to incident victims, particularly with emphasis on the surge and sustainment portions of response. • Transportation management also includes providing services to include fulfilling requests from other Federal organizations.
Infrastructure Systems	Provision of logistical support to state agencies.
Operational Communications	Coordination of the procurement of communications equipment and services.
Logistics & Supply Chain Management	<ul style="list-style-type: none"> • Coordination of resource support for survivors. • Resource management that includes determining requirements, sourcing, ordering and replenishment, storage, and issuing of supplies and equipment. • Facilities management that includes locating, selection, and acquisition of incident facilities, such as Joint Field Offices (JFO), as well as storage and distribution facilities. • Establishment and operation of logistics support facilities to include the management of services related to lodging and feeding of incident support personnel. • Personal property management to include policy and procedures guidance for maintaining accountability of material and identification and reutilization of property acquired to support a Federal response operation. • Management of electronic data interchanges to provide end-to-end visibility of response resources. • Plan for transitional support to recovery operations concurrent with response operations.

Section V: Operational Functions

Montana Disaster and Emergency Services (MT DES) is responsible for planning, coordinating, and managing the resource support needed in ESF #7. This includes responsibilities for:

- Property accountability:
- Vehicle fleet and facilities management:
- Facility security and credentialing:
- Logistics planning and training:
- Shipping and receiving arrangements, state contracts and procurement during disasters, and;
- Emergency Management Assistance Compact (EMAC) coordination, when necessary.

Statewide capabilities and resources committed to ESF #7 will be allocated and coordinated by MT DES. The primary source of equipment, supplies, and personnel shall be made from existing support agencies' resources and local sources outside the impacted area. Support which cannot be provided from these sources may be obtained through commercial sources.

Each supporting agency's ESF representative should be aware of the resources at their disposal, including employees from other regions of the state not affected by the emergency.

Local jurisdictions have the responsibility to request the assistance they require. Such requests for state assistance should originate from the county or tribal government's EOC, be coordinated by the Local/Tribal Emergency Manager, and directly relate to accomplishing objectives identified in their Incident Action Plan. Requests may be made via Web EOC, phone, fax, internet, or radio, through the MT DES Duty Officer, or the SECC once it is activated. The SECC will track resources from start to finish.

The following table lists the Response operational functions that ESF #7 primary agency and support agencies most directly supports:

Primary Agency	Operational Functions:
<p>Montana Disaster & Emergency Services</p>	<p>Coordinating Agency:</p> <ul style="list-style-type: none"> • MT DES is the lead state agency for coordinating state resources and support to local/tribal, state, and non-governmental organization (NGO) entities needing assistance. • When appropriate, MT DES, will activate the SECC, procure and distribute state resources in response and recovery operations, and contact and request federal resources. <p>Primary Agency:</p> <ul style="list-style-type: none"> • As the primary agency, MT DES has the overall responsibility to act in concert with the supporting agencies in planning, coordinating, and managing the activities of ESF #7 and ensuring that all missions are properly assigned and executed.

Primary Agency	Operational Functions:
<p align="center">Montana Disaster & Emergency Services (continued)</p>	<ul style="list-style-type: none"> • Through the SECC’s Operation Section, MT DES will alert designated ESF personnel of possible resource needs and if necessary directly procure resources requested by the local or tribal emergency management coordinator. • Cooperation between ESF #7 and other ESF and appropriate parties will be accomplished through the coordination of the ESF Coordinator and the Operation Section of the SECC. • At the tasking of the SECC Logistics Section, if another ESF requires assistance in obtaining needed items, ESF #7 assists to find a source for needed items and provides to the requesting emergency support function the name of the contact person, the price, and schedule when the material can be made available at the established location. • When needed, such as during long activation periods or intense activation over a short time, personnel from other agencies may be called in to the SECC to participate in ESF #7 or asked to help locate sources of needed items while posted at their own agencies. • Responsible for planning, coordinating, and managing the resource support needed in ESF #7. This includes responsibilities for: <ul style="list-style-type: none"> ○ Property accountability: ○ Vehicle fleet and facilities management: ○ Facility security and credentialing: ○ Logistics planning and training: ○ Shipping and receiving arrangements, state contracts and procurement during disasters, and; ○ Emergency Management Assistance Compact (EMAC) coordination, when necessary.

Supporting Agencies	Operational Functions:
<p align="center">All Support Agencies</p>	<ul style="list-style-type: none"> • Supporting agencies contribute to the mission of the ESF, but may not have responsibility for, or input to the accomplishment of every mission assigned to the ESF. • Supporting agencies participate in planning for incident management, the development of standard operating procedures (SOP), situational assessments, status reporting, training, and exercises