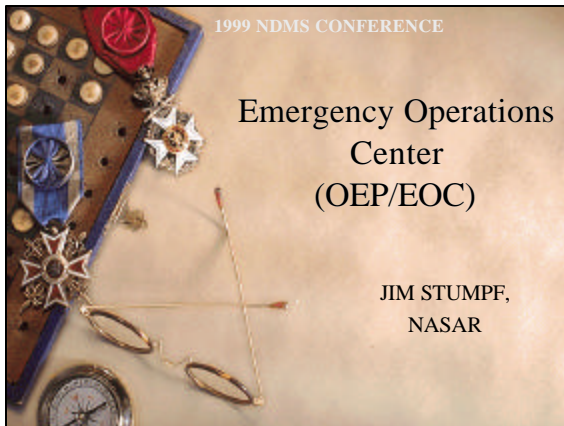


OEP/EOC OVERVIEW



DEPARTMENT OF HEALTH AND HUMAN SERVICES

HHS

OEP/EOC

- ◆ System Overview
- ◆ Roles and Responsibilities
- ◆ Organization/Position Descriptions
- ◆ Operating Procedures
- ◆ Safety
- ◆ Operational Checklists
- ◆ Appendices
 - Acronyms
 - Terms and Definitions
 - Forms

DEPARTMENT OF HEALTH AND HUMAN SERVICES

HHS

Concept of Operations

- ◆ Field support for MST and other HHS Health and Medical Response Resources.
- ◆ Differences, if any, in HHS support for various Federal agencies.

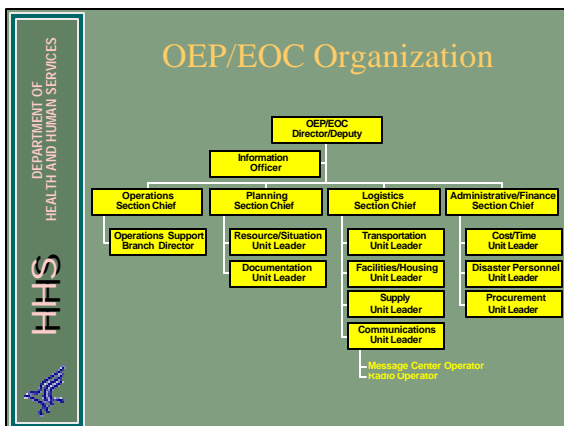
DEPARTMENT OF HEALTH AND HUMAN SERVICES

HHS

Roles and Responsibilities



- ◆ Activation
- ◆ Operations
- ◆ Coordination with other response agencies
- ◆ Demobilization



DEPARTMENT OF HEALTH AND HUMAN SERVICES

HHS

Position Descriptions

- ◆ 19 positions
 - Functional Description
 - Knowledge
 - Skills
 - Ability
 - Training Requirements

OEP/EOC OVERVIEW

DEPARTMENT OF HEALTH AND HUMAN SERVICES

Training Requirements

	Basic ICS	Intermediate ICS	Advanced ICS	Team Building	Advanced Supervision	Computer Applications	OIE/EOC Orientation	OIE/EOC Exercise
OIE/EOC Director	X	X	X	X	X	X	X	X
OIE/EOC Deputy Director	X	X	X	X	X	X	X	X
Information Officer	X	X	X	X	X	X	X	X
Planning Section Chief	X	X	X	X	X	X	X	X
Resource/Situation Unit Leader	X	X	X	X	X	X	X	X
Documentation Unit Leader	X	X	X	X	X	X	X	X
Operations Section Chief	X	X	X	X	X	X	X	X
Operations Support Branch Director	X	X	X	X	X	X	X	X
Logistics Section Chief	X	X	X	X	X	X	X	X
Transportation Unit Leader	X	X	X	X	X	X	X	X
Housing Unit Leader	X	X	X	X	X	X	X	X
Facilities Unit Leader	X	X	X	X	X	X	X	X
Supply Unit Leader	X	X	X	X	X	X	X	X
Communications Unit Leader	X	X	X	X	X	X	X	X
Message Center Operator	X	X	X	X	X	X	X	X
Radio Operator	X	X	X	X	X	X	X	X
Administrative/Finance Section Chief	X	X	X	X	X	X	X	X
Cost/Time Unit Leader	X	X	X	X	X	X	X	X
Disaster Team Personnel Unit Leader	X	X	X	X	X	X	X	X
Procurement Unit Leader	X	X	X	X	X	X	X	X
Administrative Assistant	X	X	X	X	X	X	X	X

HHS

- DEPARTMENT OF HEALTH AND HUMAN SERVICES
- ## Operating Procedures
- ◆ Alert and notification
 - Three levels
 - Staffing levels, guidelines, actions for each level
 - Scheduling
 - ◆ Facilities needed within the OEP/EOC
 - ◆ Reporting requirements
 - ◆ Situation Report (SITREP)
 - ◆ Action Planning
- HHS

- DEPARTMENT OF HEALTH AND HUMAN SERVICES
- ## Operational Checklist
- 
- ◆ Provided for all positions
 - Upon activation
 - On-site operations
 - Deactivation
- HHS

- DEPARTMENT OF HEALTH AND HUMAN SERVICES
- ## APPENDICES
- ◆ Acronyms
 - ◆ Terms and Definitions
 - ◆ Forms
- HHS

