



ESF 5 – Information and Planning

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Table of Contents

1	Introduction	ESF 5-2
1.1	Purpose.....	ESF 5-2
1.2	Scope.....	ESF 5-2
1.3	Related Functions	ESF 5-2
2	Situation and Assumptions	ESF 5-3
2.1	Situation	ESF 5-3
2.2	Assumptions	ESF 5-3
3	Roles and Responsibilities	ESF 5-4
3.1	Primary Agencies	ESF 5-4
3.1.1	Oregon Office of Emergency Management	ESF 5-4
3.2	Supporting Agencies	ESF 5-4
3.2.1	Oregon Department of Administrative Services.....	ESF 5-5
3.2.2	Oregon Department of Justice.....	ESF 5-5
3.2.3	Oregon Military Department.....	ESF 5-5
3.3	Adjunct Agencies	ESF 5-5
3.3.1	American Red Cross	ESF 5-5
4	Concept of Operations	ESF 5-6
4.1	General	ESF 5-6
4.2	Activation	ESF 5-6
4.3	ECC Operations	ESF 5-6
4.4	Transition to Recovery	ESF 5-7
5	ESF Development and Maintenance	ESF 5-7
6	Appendices	ESF 5-7
Appendix A	ESF 5 Work Plan	ESF 5-8
Appendix B	ESF 5 Resources.....	ESF 5-9

ESF 5 Tasked Agencies	
Primary Agencies	Oregon Office of Emergency Management (OEM)
Supporting Agencies	Oregon Department of Administrative Services (DAS) Oregon Department of Justice (DOJ) Oregon Military Department (OMD)
Adjunct Agencies	American Red Cross (ARC)

1 Introduction

1.1 Purpose

Emergency Support Function (ESF) 5 describes how the State of Oregon will compile, analyze, and coordinate overall information planning activities in the State Emergency Coordination Center.

1.2 Scope

Activities encompassed within the scope of ESF 5 include:

- Serve as a hub for the receipt and dissemination of incident information.
- Coordinate with state agency operations centers and local, tribal, and private sector emergency management organizations to facilitate the flow of situational information.
- Collect, process, analyze, and disseminate information to guide response and recovery activities.
- Collect and aggregate damage assessment data and track local declarations.
- Coordinate incident planning in the State ECC including development of information products.

1.3 Related Functions

ESF 5 often works closely with other State ESFs as a part of coordinated response and recovery activities. The following ESFs support information and planning related activities:

- **All ESFs.** All functions will provide situation status updates to ESF 5 to guide incident action planning activities.

2 Situation and Assumptions

2.1 Situation

Oregon is faced with a number of hazards that may require information and planning support. Considerations that should be taken into account when planning for and implementing ESF 5 activities include:

- The administration and logistics for emergency response and recovery operations will be provided by emergency services and support agencies that routinely manage these procedures during normal operations. The coordination of these agencies will be done using established procedures expedited for administrative assistance and logistics support during operations.
- Information and planning provide the methodologies and procedures field operations require during a disaster or hazard event. During times of poor communication due to the loss of telecommunication infrastructure, these existing procedures ensure that all groups are synchronized in the work towards recovery.

2.2 Assumptions

ESF 5 is based on the following planning assumptions:

- There will be an immediate and continuing need to collect, process, and disseminate situational information, identify urgent response requirements before, during and immediately following a disaster or emergency event in order to plan for continuing response, recovery, and mitigation activities.
- Assessment of damage impacts and ECC operations may be delayed due to minimal staffing. Jurisdictions impacted the most will be given priority for assistance and support as needed and available.
- During the early stages of an event, little information will be available, and it may be vague and inaccurate; the need to verify this information can delay response to inquiries.
- Reporting from local municipalities to the ECC will improve as the event matures.
- Reporting of information may be delayed due to damaged telecommunications and transportation infrastructure.
- Normal forms of communications may be severely interrupted during the early phases of an emergency or disaster.

ESF 5. Information and Planning

- Transportation to affected areas may be cut off due to weather conditions or damage to roads, bridges, airports, and other transportation means.

3 Roles and Responsibilities

The following section outlines the roles and responsibilities assigned to state agencies and community partners to ensure ESF 5 activities are performed in an efficient and effective manner to support response and recovery. This document does not relieve tasked agencies with the responsibility for emergency planning and agency plans should adequately provide for the capability to implement the actions identified below.

3.1 Primary Agencies

The primary agency for ESF 5 is the Oregon Office of Emergency Management. OEM is responsible for the following overarching coordination activities:

- Coordinate regular review and update of the ESF 5 annex with supporting agencies.
- Facilitate collaborative planning to ensure state capability to support ESF 5 activities.
- Staff the State ECC, as needed, to support ESF 5 activities.
- Facilitate transition to recovery.

3.1.1 Oregon Office of Emergency Management

OEM is statutorily responsible for coordination of the state's emergency management program. In addition to its general responsibilities as the primary agency for ESF 5, OEM is responsible for the following activities supporting information and planning during a disaster:

- Maintain and operate the State ECC including performance of the planning function.
- Liaise with other ESFs to ensure a common operating picture.
- Maintain the RAPTOR system.

3.2 Supporting Agencies

Supporting agencies contribute to the overall accomplishment of the mission of the ESF. Not every support agency will have input to, or responsibility for, the accomplishment of every mission assigned to the ESF.

ESF 5. Information and Planning**3.2.1 Oregon Department of Administrative Services**

DAS is the central administrative agency for the state and is a key partner in ensuring efficient delivery of state services. Key ESF 5 responsibilities for DAS include:

- Provide GIS mapping support to ECC planning activities.

3.2.2 Oregon Department of Justice

DOJ maintains the Oregon TITAN Fusion Center to meet the need for information sharing among federal, state and local law enforcement agencies and other public safety disciplines. Key ESF 5 responsibilities of the Fusion Center include:

- Contribute information to ongoing federal and national-level terrorist risk assessments and complete statewide, regional, or site-specific and topical risk assessments
- Disseminate federally generated alerts, warnings, and notifications regarding time-sensitive threats, situational awareness reports, and analytical products.
- Gather, process, analyze, and disseminate locally generated information, such as Suspicious Activity Reports.
- Produce or interpret intelligence products relevant to stakeholders.
- Protect civil liberties and privacy interests of American citizens throughout the intelligence process.

3.2.3 Oregon Military Department

OMD's purpose is to administer, house, equip and train the Oregon National Guard to support the Governor during unrest or natural disaster. Key ESF 5 responsibilities for OMD include:

- Operate the Joint Operations Center and share situation status with the State ECC.

3.3 Adjunct Agencies

Adjunct agencies are organizations that may not be part of state government but have direct role in the function.

3.3.1 American Red Cross

Within the State of Oregon, the American Red Cross has five chapters that provide program and services. ARC can expand its operations as a disaster requires. During a disaster ARC may assist ESF 5 in the following activities:

- Provide damage assessment data if requested.

4 Concept of Operations

4.1 General

The State of Oregon Emergency Operations Plan, including ESF 5, is developed under the authority of Oregon Revised Statutes Chapter 401 which assigns responsibility for the emergency services system within the State of Oregon to the Governor (ORS 401.035). The Governor has delegated the responsibility for coordination of the state's emergency program, including coordination of recovery planning activities to the Oregon Military Department, Office of Emergency Management (OEM; ORS 401.052). As the assigned primary agency for ESF 5, OEM is responsible for implementation of ESF 5 in coordination with the supporting agencies identified above.

Additionally, Executive Order (EO)-14-XX establishes a Disaster Management Framework to facilitate Oregon's response and recovery actions and provides a flexible instrument for execution of prudent policy and decision-making. The EO establishes the Governor's Disaster Cabinet and Economic Recovery Councils that will serve as the policy making body during a large scale or catastrophic disaster in Oregon.

All ESF 5 activities will be performed in a manner that is consistent with the National Incident Management System and the Robert T. Stafford Disaster Relief and Emergency Assistance Act.

4.2 Activation

When a disaster occurs that results in a Governor's declaration, the OEM Executive Duty Officer will activate the State ECC and establish communications with leadership and ascertain initial size up to determine an ECC staffing plan and set up operational periods. If the incident requires coordination of the information and planning function, OEM will coordinate ESF 5 activities through staffing of the ECC planning function. OEM will coordinate with supporting agencies to assess and report current capabilities to the ECC and will activate Agency Operations Centers as appropriate. Supporting agencies may be requested to send a representative to staff the ECC and facilitate ESF 5 activities.

4.3 ECC Operations

When ESF 5 is staffed in the ECC, the ESF representative will be responsible for the following:

- Serve as a liaison with supporting agencies and other partners.
- Provide a primary entry point for situational information related to the emergency.
- Synthesize situational information received to inform development of the Situation Report.

ESF 5. Information and Planning

- Participate in, and provide ESF-specific reports for, ECC briefings including Disaster Cabinet and Economic Recovery briefings.
- Assist in development and communication of ESF 5 actions to tasked agencies.
- Monitor ongoing ESF 5 actions.
- Share ESF 5 information with ESF 14, Public Information, to ensure consistent public messaging.
- Coordinate ESF 5 staffing to ensure the function can be staffed across operational periods.

4.4 Transition to Recovery

Intermediate- and long-term recovery activities are guided by the State of Oregon Recovery Plan. In the event of a large-scale or catastrophic incident, the Governor may appoint a State Disaster Recovery Coordinator (SDRC) to facilitate state recovery activities and the longer-term aspects of ongoing information management and planning, coordination may be tasked to State Recovery Function (SRF) 1, Community Planning and Capacity Building. The coordinating agency for SRF 1 is the Oregon Department of Land Conservation and Development. The SDRC and the State Coordinating Officer (SCO) are responsible for agreeing on the timing of transition from response (ESF 5) to recovery (SRF 1).

See the Oregon State Recovery Plan for additional information.

5 ESF Development and Maintenance

OEM will be responsible for coordinating regular review and maintenance of this ESF Annex. Each primary and supporting agency will be responsible for developing plans and procedures that address assigned tasks.

6 Appendices

- Appendix A – ESF 5 Plans and Resources
- Appendix B – ESF 5 Work Plan

Appendix A ESF 5 Work Plan

Last Updated: 11/13/2014

Action	Responsible Department	Point of Contact	Priority	Timeline	Status
Conduct a planning workshop with tasked state agencies to validate the ESF 5 Annex	OEM in coordination with assigned supporting agencies	TBD	High	2015	To be completed

Appendix B ESF 5 Resources

State

- [TEXT]

Federal

- National Response Framework, ESF 5 – Information and Planning