



ESF 18 – Business and Industry

LAST UPDATED: 10/31/2014

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ESF 17 Tasked Agencies	
Primary Agencies	Business Oregon
Supporting Agencies	Oregon Department of Consumer and Business Services (DCBS) Oregon Department of Land Conservation and Development (DLCD) Oregon Office of Emergency Management (OEM) Oregon Employment Department (OED) Travel Oregon (Oregon Tourism Commission) Oregon Secretary of State (SecState)
Adjunct Agencies	[TBD]

1 Introduction

1.1 Purpose

Emergency Support Function (ESF) 18 describes how the state will partner with business and industry to coordinate actions that will provide immediate and short-term assistance for the needs of business, industry, and economic stabilization. ESF 18 will also identify business and industry resources to support emergency response and recovery activities.

1.2 Scope

Activities encompassed within the scope of ESF 18 include:

- Coordinate with business and industry partners to facilitate private sector support to response and recovery operations.
- Identify immediate and short-term recovery assistance to business and industry partners.
- Facilitate communication between business and industry partners and the local, tribal, and state emergency management organizations.
- Provide economic damage assessments for impacted areas.

ESF 18 does not address efforts to support business and industry partners in continuity planning efforts which is addressed through ongoing preparedness activities. ESF 18 also does not address protection/prevention activities for critical infrastructure and key resources (CIKR). These are addressed in the CIKR support annex to the State Emergency Operations Plan. Coordination with community- and faith-based organizations is addressed in ESF 6 – Mass Care, and ESF 15 – Volunteers and Donations.

ESF 18. Business and Industry**1.3 Related Functions**

ESF 18 often works closely with other state ESFs as a part of coordinated response and recovery activities. Other ESFs may have function-specific business and industry partners and the responsibility for coordination lies with that ESF. The following ESFs support business and industry related activities:

- **ESF 2 – Communications.** Coordinate with private sector telecommunications providers.
- **ESF 3 – Public Works.** Coordinate with private sector infrastructure partners.
- **ESF 8 – Health and Medical.** Coordinate with private sector healthcare providers.
- **ESF 10 – Hazardous Materials.** Coordinate with private sector partners that handle, store, or transport hazardous materials.
- **ESF 11 – Food and Water.** Coordinate with private sector partners that may provide food and water resources.
- **ESF 12 – Energy.** Coordinate with private sector energy utilities.
- **ESF 17 – Agriculture and Animal Protection.** Coordinate with agriculture industry partners.

2 Situation and Assumptions**2.1 Situation**

Oregon is faced with a number of hazards that may impact business and industry or require coordination with business and industry partners to support response and recovery actions. Considerations that should be taken into account when planning for and implementing ESF 18 activities include:

- Extensive private property damage may occur following a major disaster or emergency event with effects on residential and commercial property that overwhelms local capabilities to assess damages and restore economic activity.
- Resources and equipment may be damaged or unavailable via standard public channels. Private industry may be able to provide these items and fill in resource gaps.
- Fast response teams from business and industry partners may be able to be mobilized and get to emergency situations quickly to provide additional support and resources.

2.2 Assumptions

ESF 18 is based on the following planning assumptions:

- Private sector entities are responsible for the repair, restoration, and security of their property, and often seek to rebuild before seeking reimbursement for disaster losses from insurance and other sources.
- Federal disaster assistance may be available, primarily in the form of low-interest disaster loans from the U.S. Small Business Administration.
- Impacted businesses and commercial property will likely utilize government assistance to remove debris and assess damage.
- Private sector entities will be better able to prepare for disasters and emergencies through open lines of communication with the government and by training personnel in emergency preparedness and response.
- Private sector involvement with local, tribal, and state emergency management organizations will be determined by the nature, scope, and magnitude of the disaster.

3 Roles and Responsibilities

The following section outlines the roles and responsibilities assigned to state agencies and community partners to ensure ESF 18 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 18 is Business Oregon. Business Oregon is responsible for the following overarching coordination activities:

- Coordinate regular review and update of the ESF 18 annex with supporting agencies.
- Facilitate collaborative planning to ensure state capability to support ESF 18 activities.
- Provide a representative to the State ECC, when requested, to support ESF 18 activities.
- Facilitate transition to recovery.

ESF 18. Business and Industry**3.1.1 Business Oregon**

Business Oregon is the state's economic development agency. Key ESF 18 responsibilities for Business Oregon include:

- Facilitate a community-driven approach to economic recovery through the Regional Solutions program.
- Coordinate with local economic development and business support partners to maximize input on damage assessment, need identification, and resource delivery.
- Coordinate business impact and damage assessment.
- Coordinate resources for small business recovery assistance.
- Identify and help coordinate assignment of volunteer staff from economic development partners to affected organizations.
- Assist local economic development organizations or major employers needing immediate assistance for displaced workers, and assist in identification of short- and long-term employment needs.

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.

3.2.1 Oregon Department of Consumer and Business Services

DCBS is responsible for ensuring that Oregon's workplaces are safe. Key ESF 18 responsibilities for DCBS include:

- Enforce the state's building code and facilitate reopening of Oregon businesses by expediting certification of buildings as fit for use through the Building Codes Division.
- Certify building officials and inspectors.
- Provide technical assistance for workplace health and safety after a disaster through the Oregon Occupational Safety and Health Administration.

3.2.2 Oregon Department of Land Conservation and Development

DLCD is tasked with administration of the state's land use planning program and is responsible for ensuring that all cities and counties have adopted comprehensive plans that meet the state's planning goals. Key ESF 18 responsibilities for DLCD include:

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- Provide technical assistance to local and private sector partners regarding facilitation of economic recovery activities that require permits or waivers of state land use requirements
- Assist local and tribal partners in economic development activities.

3.2.3 Oregon Office of Emergency Management

OEM is statutorily responsible for coordination of the state's emergency management program. It has a key role in establishing public/private sector partnerships to support economic recovery and private sector support of response and recovery operations. Key ESF 18 responsibilities for OEM include:

- Monitor the operational status of business and industry partners and facilitate coordination and sharing of situational awareness with and among public and private sector partners.
- Coordinate with business and industry partners to ensure that all are informed regarding activities pertaining to their areas of responsibility.
- Assist or facilitate business and industry partners in the restoration of facilities, working under existing authorities, in coordination with private-sector organizations and consortia that are organized for these purposes.
- Assist and facilitate business and industry relationships with the federal government as they implement recovery plans and return to normal operations.
- Provide a liaison, if needed, to assist in coordination of ESF 18 in the State ECC, and at a JFO, if applicable.

3.2.4 Oregon Employment Department

OED is responsible for supporting economic stability during times of unemployment and serving businesses through workforce development and provision of workforce and economic information. Key ESF 18 responsibilities for OED include:

- Facilitate support and disaster unemployment insurance for workers whose jobs are impacted by a disaster.
- Provide technical assistance to business and industry partners regarding workforce development after a disaster.

3.2.5 Travel Oregon (Oregon Tourism Commission)

Travel Oregon is tasked with supporting Oregon's tourism industry which is one of the state's largest employers and economic drivers. Key ESF 18 responsibilities for Travel Oregon include:

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- Collect economic impact data for Oregon’s tourism industry after a disaster.
- Liaise with tourism industry stakeholders.

3.2.6 Oregon Secretary of State

The SOS Corporation Division is responsible for providing a one stop shop for Oregon businesses to register and start operations. Key ESF 18 responsibilities for the SOS include:

- Maintain a statewide database of registered businesses.
- Provide technical assistance to support small businesses during response and recovery.
- Ensure adequate security measures are implemented to protect the state against cyber-attacks.

3.3 Business and Industry Partners

Business and industry partners support the state’s response and recovery operations either through voluntary actions to help ensure business continuity or by complying with applicable laws and regulations. Business and industry partners can support ESF 18 through the following activities:

- Establish an emergency management organization to facilitate interaction, communication, and coordination with local, tribal, and state partners.
- Provide goods and services through contractual arrangements or government purchases, or and where appropriate, mutual support agreements with impacted communities.
- Develop, validate, exercise, and implement security and business continuity plans to ensure their capability to deliver goods and services. Plans should include procedures to:
 - Determine the impact of an incident on the business involved, as well as to forecast cascading effects of interdependencies between sectors.
 - Facilitate a shared situational awareness with local, tribal, and state emergency management organizations.
 - Coordinate and set priorities for incident management support and response, and the rationing or prioritizing of the delivery of goods and services after an incident.

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- Inform state decision-makers to help determine appropriate recovery and reconstitution measures, particularly in cases where they may result in indemnity, liability, or business losses for the private sector.
 - Support local, tribal, and state partners to obtain goods and services necessary for the restoration and recovery of impacted business and industry on a priority basis.
- Conduct assessments of, and develop contingency plans for, supply chain disruption.
 - Coordinate plans for security and continuity/contingency programs with local, tribal, and state partners.

4 Concept of Operations

4.1 General

The State of Oregon Emergency Operations Plan, including ESF 18, 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). OEM, in turn, has assigned responsibility for coordination of the implementation of ESF 18 to the primary and 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 18 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 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 significant coordination with business and industry partners, a notification will be made to Business Oregon requesting activation of ESF 18. Business Oregon will coordinate with supporting agencies to assess and report current capabilities to the ECC and will activate Agency

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Operations Centers as appropriate. Business Oregon and supporting agencies may be requested to send a representative to staff the ECC and facilitate ESF 18 activities.

4.3 ECC Operations

When ESF 18 is staffed in the ECC, the ESF representative will be responsible for the following:

- Serve as a liaison with supporting agencies and business and industry partners.
- Provide a primary entry point for situational information related to business and industry.
- Share situation status updates related to business and industry with ESF 5, Information and Planning, to inform development of the Situation Report.
- Participate in, and provide ESF-specific reports for, ECC briefings including Disaster Cabinet and Economic Recovery briefings.
- Assist in development and communication of ESF 18 mission assignments to tasked agencies.
- Monitor ongoing ESF 18 mission assignments.
- Share ESF 18 information with ESF 14, Public Information, to ensure consistent public messaging.
- Coordinate ESF 18 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 business and industry coordination may be tasked to State Recovery Function (SRF) 2, Economic Recovery. The coordinating agency for SRF 2 is Business Oregon. The SDRC and the State Coordinating Officer (SCO) are responsible for agreeing on the timing of transition from response (ESF 18) to recovery (SRF 2).

See the Oregon State Recovery Plan, SRF 2, Economic Recovery, for additional information.

5 ESF Development and Maintenance

Business Oregon 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.

- Inform and orient the business and industry partners on the contents of the State Emergency Operations Plan and ESF 18, and encourage development and coordination of equivalent private-sector planning.

6 Appendices

- Appendix A – ESF 18 Work Plan
- Appendix B – ESF 18 Resources

Appendix A ESF 18 Work Plan

Last Updated: 10/31/2014

Action	Responsible Department	Point of Contact	Priority	Timeline	Status
Conduct a planning workshop with tasked state agencies to validate the ESF 18 Annex	Business Oregon in coordination with assigned supporting agencies	TBD	High	2015	To be completed

Appendix B ESF 18 Resources

State of Oregon

- State of Oregon Emergency Operations Plan
 - Critical Infrastructure and Key Resources Support Annex
- State of Oregon Recovery Plan
 - SRF 2 – Economic Recovery
- Office of the Governor, Executive Order No. 11-12, Establishing the Oregon Solutions Network and Connecting the Work of the Regional Solutions Centers, Oregon Solutions and the Oregon Consensus Program

Federal

- National Response Framework
 - Private-Sector Coordination Annex
 - Critical Infrastructure and Key Resources Support Annex
- National Disaster Recovery Framework
 - Economic Recovery Support Function
- National Business Emergency Operations Center Fact Sheet
- Federal Emergency Management Agency, Small Business Toolkit