

**APPENDIX 2  
HURRICANE RESPONSE TIMELINE**

**(TIMES ARE BASED ON ARRIVAL OF TROPICAL STORM FORCE WINDS VS THE HURRICANE'S CENTER OF CIRCULATION)**

<b>OPCON</b>	<b>PHASE</b>	<b>HOUR*</b>	<b>ACTIVITY</b>	<b>RESPONSIBILITY</b>
5	NORMAL	120+	Monitor Weather and Tropical Outlook	CEMA DO
		120+	Track Storm & Forecast Positions	CEMA DO
		120+	Prepare Daily Briefing Packet for CEMA AD	CEMA DO
		120+	Review Plans & Procedures	CEMA Plans
		120+	Update Notification Lists	CEMA Operations
		120+	Inspect Primary and Alternate EOC	CEMA DO
		120+	Make Necessary EOC Corrections & Purchases	CEMA Logistics
		120+	Maintain Operational Readiness of the WebEOC	CEMA IT Specialist
		120+	Maintain Daily Backup of Electronic Data	CEMA IT Specialist
		120+	Continue ESF Planning and Preparedness Coordination	ESF Primary Coordinator
		120+	Conduct a Nursing Home Meeting to Discuss Preparedness	CEMA Director
		120+	Conduct Regular EOC Staff Training and Exercises	CEMA Training Officer
		120+	Review Lessons Learned and Best Practices for Plan Updates	CEMA Plans
		4	MONITORING	120-96
120-96	Notify Director and Provide Briefing Packet			CEMA AD
120-96	Notify County Manager and CPG (as required)			CEMA Director
120-96	Initiate a Level III EOC Activation			CEMA AD
120-96	Secure EOC Support Personnel as Required			CEMA DO
120-96	Issue CEMA Alert Notification of Level III Activation			CEMA AD
120-96	Establish Ongoing Timetables for Response Activities			CEMA Director
120-96	Establish Ongoing Contact with GEMA/NWS/NHC/Area 5 EMAs			CEMA Director
120-96	Notify the Emergency Management Program Committee			CEMA AD
120-96	Notify ESF Support Entities and Partners			EMPC
		120-96	Begin Personal Preparations	All ESFs

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OPCON	PHASE	HOUR*	ACTIVITY	RESPONSIBILITY
		120-96	Create an Event in the WebEOC and Begin Collecting Data	CEMA IT Specialist
		96-72	Host a Conference Call with CPG	CEMA Director
		96-72	Establish Schedule of Conference Calls with CPG	CEMA Director
		96-72	Host an EOC Pre-Activation Meeting as Required	CEMA Director
		96-72	Determine and Prioritize Incident Objectives	CEMA Director
		96-72	Begin Developing Situation Reports	CEMA Plans
		96-72	Maintain Situation Awareness and Gather Intelligence for SitRep	CEMA Plans
		96-72	Initiate Resource Procurement Procedures.	Finance Officers
		96-72	Begin Financial Tracking Procedures.	Finance Officers
		96-72	Request Cache of 100 Mobile Phones for Evacuation Process	CEMA IT Specialist
3	ACTIVATION	72-60	Initiate a Level II EOC Activation (Partial Activation)	CEMA Director
		72-60	Activate EOC Level II Management Team	CEMA DO
		72-60	Issue CEMA Alert Notification of Level II Activation	CEMA AD
		72-60	Define Operational Period and Schedule of EOC Events	CEMA AD
		72-60	Implement a Local Emergency Declaration and Activate the EOP	County Chairman
		72-60	Request a State Emergency Declaration	County Chairman
<b>&gt;&gt;&gt; NOTE : TITLES CHANGE TO REPRESENT EOC STRUCTURE &lt;&lt;&lt;</b>				
		72-60	Initiate Incident Action Plan development for Operational Periods	EOC Plans Section Chief
		72-60	Facilitate Meetings and Conference Calls	EOC Plans Section Chief
		72-60	Continue Ongoing Timetables for Response Activities	EOC Manager
		72-60	Continue Ongoing Contact with GEMA/NWS/NHC/Area 5 EMAs	EOC Manager
		72-60	Notify the Emergency Management Program Committee	EOC Operations Section Chief
		72-60	Notify ESF Support Entities and Partners	EMPC
		72-60	Finalize Personal Preparations	ALL ESFs
		72-60	Host a Pre-Mobilization Briefing	EOC Manager
		72-60	Establish Schedule of Media Briefings	EOC Manager and Chief PIO
		72-60	Initiate Special Needs Preparedness Efforts	ESF-8 Group Supervisor
		72-60	Meet with Evacuation Assembly Area Partners as Required	ESF-1 Evacuation Branch Director

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OPCON	PHASE	HOUR*	ACTIVITY	RESPONSIBILITY
		72-60	Coordinate with Critical Work Force Shelter Managers	ESF-6 Group Supervisor
		72-60	Coordinate with Critical Work Force Shelter Owners	ESF-6 Group Supervisor
		72-60	Coordinate with Nursing Homes and Assisted Living Facilities	ESF-8 Group Supervisor
		72-60	Coordinate with Hospitals and Mental Care Entities	ESF-8 Group Supervisor
		72-60	Coordinate with Homeless Authority	ESF-6 Group Supervisor
		72-60	Determine Status of Road Construction Along Evac Routes	ESF-1 Evacuation Branch Director
		72-60	Determine Availability of Wireless Communications Equipment	ESF-2 Group Supervisor
		72-60	Conduct Tests of all Comms Equipment and Alert/Systems	ESF-2 Group Supervisor
		72-60	Determine County Tourist Capabilities	ESF-6 Group Supervisor
		72-60	Coordinate the Availability of Bulk Food Resources	ESF-6 and 11 Group Supervisors
		72-60	Verify Availability of Fire Fighting Assets	ESF4, 9 and 10 Group Supervisors
		60-48	Prepare the ASOC for Activation	ESF-9 Group Supervisor
		60-48	Review POD Site Locations and Discuss Activation	EOC Logistics Section Chief
		60-48	Review LSA Locations and Discuss Activation	EOC Logistics Section Chief
		60-48	Contact Contractors to Determine Readiness Level	EOC Logistics Section Chief
		60-48	Initiate Coordination Efforts for Logistical Support Requirements	EOC Logistics Section Chief
		60-48	Initiate Coordination Efforts with Private-Sector Comm Providers	ESF-2 Group Supervisor
		60-48	Determine Requirements for Debris Clearing and Management	ESF-3 Group Supervisor
		60-48	Provide County Tourist Occupancy to GEMA	EOC Manager
		60-48	Conduct Preliminary Decision Making Meeting with CPG	EOC Manager
		60-48	Activate Critical Workforce Shelters and Staging Sites	ESF-6 Group Supervisor
		60-48	Begin Mobilizing Local Assets to CWFS and Staging Sites	All ESFs
		60-48	Activate Special Needs Evacuation Plan	EOC Manager
		60-48	Coordinate Inland Shelter Accommodations with Host County	EOC Operations Section Chief
		60-48	Prepare the Evacuation Assembly Area for Activation	ESF-1 Evacuation Branch Director
		60-48	Coordinate with GADOT on I-16 Contraflow as Required	EOC Manager
		60-48	Develop an Incident Frequency Management Plan	ESF-2 Group Supervisor
		60-48	If Available, Receive and Integrate GANG Assets	EOC Operations Section Chief

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2	EVACUATION	48-36	Initiate a Level I EOC Activation (Full Activation)	EOC Manager
		48-36	Activate all EOC Positions	CEMA Operations Section Chief
		48-36	Issue CEMA Alert Notification of Level II Activation	EOC Manager
		48-36	Define Operational Period and Schedule of EOC Events	EOC Manager
		48-36	Implement Local Ordinances as Required	Command Policy Group
		48-36	Prepare to Activate Traffic Control Points	ESF-13 Group Supervisor
		48-36	Continue Ongoing Timetables for Response Activities	EOC Manager
		48-36	Continue Ongoing Contact with GEMA/NWS/NHC/Area 5 EMAs	EOC Manager
		48-36	Notify the Emergency Management Program Committee	EOC Operations Section Chief
		48-36	Notify ESF Support Entities and Partners	EMPC
		48-36	Coordinate with NWS Information for Local Hurricane Statement	EOC Plans Section Chief
		48-36	Finalize Special Needs Evacuation	ESF-8 Group Supervisor
		48-36	Coordinate Shelter Locations with GEMA	ESF-6 Group Supervisor
		48-36	Install Hurricane Shutters on Critical Facilities	All ESFs
		48-36	Activate the Evacuation Assembly Area	ESF-1 Evacuation Branch Director
		48-36	Review Re-Entry Team Assignments & Road Clearing Priorities	EOC Operations Section Chief
		48-36	Determine Fuel Availability and Generator Requirements	EOC Logistics Section Chief
		48-36	Activate the ASOC to Monitor and Support the Evacuation	ESF-9 Group Supervisor
		36-24	Activate Traffic Control Points	EOC Manager
		36-24	Initiate General Populace Evacuation	EOC Manager
		36-24	Finalize Coordination Efforts with Re-Entry Teams	EOC Operations Section Chief
		36-24	Initiate Planning to Support Post-Landfall Medical Evacuations	ESF-8 and 9 Group Supervisors
		36-24	Initiate Planning to Manage the Disaster Food Stamp Program	ESF-11 F/W Group Supervisor
		36-24	Review Local Tier II Facility Location and Hazmat Inventory	ESF-10 Group Supervisor
		36-24	Estimate Commodities Needs for POD Operations	EOC Logistics Section Chief
		36-24	Estimate Debris Volume and Storage Requirements	ESF-3 Group Supervisor
		36-24	Establish Contact with all ESF Persons in the Field and Verify Shelter Location, Staffing, and Emergency Contacts	ESF Group Supervisors

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1	THREAT	24-12	Monitor Evacuation Progress	ESF-1 Evacuation Branch Director
		24-12	Restrict Re-Entry to Mandatory Evacuation Areas	ESF-13 Group Supervisor
		24-12	Recommend Closure of all Bridges to Waterway Traffic	ESF-1 and 3 Group Supervisors
		12-6	Finalize Mobilization of Local Assets to CWFS and Staging Sites	All ESFs
		6-0	Suspend Response Operations and Recall all Field Personnel	All ESFs
		0+	Monitor Storm Conditions and Life Safety Issues	EOC Staff
		0+	Review Re-Entry Procedures & List of Issued Re-Entry Passes	ESF-13 Group Supervisor
		0+	Review Road Clearing & Critical Facility Restoration Priorities	EOC Staff
		0+	Review Damage Assessment Practices and Reporting	EOC Plans Section Chief
		0+	Review PA and IA Requirements	Finance Section Chief

These tables are for guidance only and may not apply to all storms. Adjustments will be required according to the forecast intensity and track of the storm