

# Cal OES Emergency Plan Review Crosswalk

## Local Government Agencies

### Introduction

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The California Governor's Office of Emergency Services (Cal OES) maintains the State Emergency Plan (SEP) and coordinates local emergency plans in accordance with:

- **Government Code section 8568** making the State Emergency Plan effective in each of the state's political subdivisions and requiring each governing body to carry out the provisions of that plan.
- **Government Code section 8569** giving the Governor the responsibility to "coordinate the preparation of plans and programs for the mitigation of the effects of an emergency by the political subdivisions of this state, such plans and programs to be integrated into and coordinated with the State Emergency Plan."
- **Government Code section 8570, subdivision (d)** permitting the Governor to "provide for the approval of local emergency plans."
- **Government Code section 8586** permitting the Governor to "...assign part or all of his powers and duties under this chapter to the Office of Emergency Services."
- **Government Code section 8593.3.2** requires counties to send a copy of its emergency plan to Cal OES on or before March 1, 2022, and upon any update to the plan after that date.
- **Government Code section 8607, subdivision (e)** to be eligible for any funding of response-related costs under disaster assistance programs, each local agency shall use the standardized emergency management system.

A local government's Emergency Operations Plan (EOP) establishes an emergency management organization to provide a basis for the jurisdiction's coordinated actions before, during, and after a disaster. The primary purpose of the EOP is to outline the jurisdiction's all-hazard approach to emergency operations to protect the safety, health, and welfare of its citizens. The jurisdiction's EOP and Continuity Plan (continuity of operations and continuity of government) complement each other. This crosswalk is designed for reviewing local government EOPs and not continuity plans. More information on continuity planning can be found on the [Cal OES Continuity Planning web page](#).

### Crosswalk Overview

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Cal OES has developed this crosswalk of emergency plan elements to ensure that county EOPs comply with the following: (1) the Standardized Emergency Management System (SEMS), (2) the National Incident Management System (NIMS), and (3) applicable California legislation. NIMS concepts may be met by following FEMA's Comprehensive Preparedness Guide (CPG) 101, Version 3.0, which provides guidelines on developing an EOP. Several SEMS

and CPG 101 elements overlap. Where that occurs, those elements have been combined in the crosswalk and may be addressed as one element.

The 2022 crosswalk has the following updates:

- Link to the 2022 draft State of California Planning Best Practices for County Emergency Plans
- Link to Integrating Access and Functional Needs within the Emergency Planning Process: Best Practices for Stakeholder Inclusion
- Crosswalk elements 56 – 72 that reflect recent changes to legislation:
  - Government Code section 8593.3, subdivision (a) (AB 2311, Brown, Chapter 520, 2016 and AB 2645, Rodriguez, Chapter 247, 2022)
  - Government Code section 8593.3.5 (SB 160, Jackson, Chapter 402, 2019)
  - Government Code section 8593.3, subdivision (c) (AB 477, Cervantes, Chapter 218, 2019)
  - Government Code section 8593.9 (AB 2968, Rodriguez, Chapter 257, 2020)
  - Government Code section 8610 (AB 2386, Bigelow, Chapter 254, 2020)
  - Government Code section 8593.3.2 (AB 580, Rodriguez, Chapter 744, 2021)

The crosswalk is a review tool, not a guide to creating an emergency operations plan. This crosswalk does not include all topics that could be addressed in an emergency plan. Jurisdictions are advised to conduct their own review of the pertinent legislation and references. There is no prescribed format for the plan. Jurisdictions may alter the format and sequence of plan elements in any manner that meets their needs and complies with the requirements. Jurisdictions other than counties may use this crosswalk to self-review their EOPs.

## How to Use This Crosswalk

Complete the crosswalk as follows:

- Elements 1 – 55: Indicate the page location where that element can be found or state “N/A” if it does not apply to your jurisdiction. Comments may be made in the “Local Comments” column. These elements apply to all jurisdictions.
- Elements 56 – 71: Provide a **brief description** of how the element is met or will be met in future updates. These elements are required in county plans.
- Element 72: Not currently evaluated but included for awareness.

Submit your county EOP; pertinent annexes and appendices; intersecting, stand-alone plans; and the completed EOP Crosswalk to your Cal OES Region Office. Jurisdictions other than counties are encouraged to use this crosswalk but do not need to submit their EOP to Cal OES for review.

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## EOP Reviews

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In accordance with Government Code 8593.3.2, subdivision (c) and Government Code 8610, subdivision (c), Cal OES reviews county EOPs and offers recommendations for improvement. Ten county plans are selected for review each year. Plan updates are added to the year's review schedule as needed. To summarize, Cal OES reviews at least ten plans annually and will add and prioritize any plan updates.

To begin the review, counties submit their county plan or Operational Area (OA) plan if the OA plan serves as the county plan. A county should submit its EOP; pertinent annexes and appendices; intersecting, stand-alone plans; and the completed EOP Crosswalk to its [Cal OES Region Office](#) upon request or plan update.

**Note:** Plan updates should be submitted to Cal OES 90 days before planned approval and adoption to allow time for the review process and incorporation of recommendations.

Cal OES region staff and subject matter experts will review your plan. During the review process, reviewers may directly contact the county to ask questions, gain clarification, and offer minor recommendations. Upon completion of the review, Cal OES will respond with recommendations for the next plan update or revision.

More information on the review process and the current version of this crosswalk can be found on the [Cal OES Community Planning web page](#).

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## References

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- [State of California Emergency Plan](#)
- [CA-Emergency Support Functions \(CA-ESF\)](#)
- [Standardized Emergency Management System \(SEMS\)](#)
- [National Incident Management System \(NIMS\)](#)
- [FEMA Developing and Maintaining Emergency Operations Plans - Comprehensive Planning Guide \(CPG 101\), Version 3](#)
- [FEMA Planning Considerations: Evacuation and Shelter-in-Place](#)
- [State of California Alert and Warning Guidelines](#)
- [State of California Planning Best Practices for County Emergency Plans](#)
- [Integrating Access and Functional Needs within the Emergency Planning Process: Best Practices for Stakeholder Inclusion](#)
- [Electric Power Disruption Toolkit for Local Government](#)

## To be completed by the county or local government:

Agency:	_____
Plan Name:	_____
Submitted by:	_____
Date:	_____
Email:	_____
Phone Number:	_____

Per Government Code section 8593.3.2, section (b), a county may request consultation to advance the integration of access and functional needs within its EOP. The Cal OES Office of Access and Functional Needs (OAFN) facilitates this process.

Would you like to request AFN Consultation? Yes  No

If yes, please email your request to [OAFN@caloes.ca.gov](mailto:OAFN@caloes.ca.gov) and copy [communityplanning@caloes.ca.gov](mailto:communityplanning@caloes.ca.gov).

Per Government Code section 8593.3.5, a county may request consultation to advance the integration of cultural competence within its EOP. The Cal OES Office of Diversity, Equity, and Inclusion (ODEI) facilitates this process.

Would you like to request a Cultural Competency Consultation? Yes  No

If yes, please email your request to [Priscilla.Loforte@caloes.ca.gov](mailto:Priscilla.Loforte@caloes.ca.gov) and copy [communityplanning@caloes.ca.gov](mailto:communityplanning@caloes.ca.gov).

**SECTION 1** (Applicable to all jurisdictions)

	Page Where Located	Local Comments
<b>FOREWORD SECTION – INTRODUCTORY MATERIAL</b>		
<p><b>1. Promulgation Document/Signature Page:</b></p> <ul style="list-style-type: none"> <li>• This is a promulgation statement recognizing and adopting the plan as the jurisdiction's all-hazards EOP and signed by the senior elected or appointed official. (CPG 101)</li> <li>• Provide evidence of a dated letter of promulgation or resolution from the governing board. (SEMS)</li> </ul>		
<p><b>2. Approval and Implementation:</b></p> <ul style="list-style-type: none"> <li>• Introduce the plan and outline its applicability. Include a delegation of authority for specific modifications that may be made to the plan without the senior official's signature. (CPG 101)</li> <li>• Provide a foreword, preface or introduction that explains why the plan was developed and how the plan is to be used. (SEMS)</li> </ul>		
<p><b>3. Plan Concurrence:</b> Provide evidence that the assigned emergency agencies agree with how the plan describes their tasks. This may be in the form of a letter of concurrence or a sign-off sheet. (SEMS)</p>		
<p><b>4. Record of Changes:</b></p> <ul style="list-style-type: none"> <li>• Provide a table with fields that track each update or change to the plan. (CPG 101)</li> <li>• Detail schedules for modifications, revision list, and who has responsibility for ensuring the plan is kept up-to-date. Who maintains the emergency plan? What is the process? (SEMS)</li> </ul>		

<p><b>5. Record of Distribution:</b></p> <ul style="list-style-type: none"> <li>• Provide a table with fields that indicate who received the plan, date of delivery, and number of copies. (CPG 101)</li> <li>• Include a distribution method that indicates who received the plan and when. (SEMS)</li> </ul>		
<p><b>6. Table of Contents:</b></p> <ul style="list-style-type: none"> <li>• Outline the plan’s format, key sections, attachments, charts, etc. Identify the major chapters and key elements within the EOP. (CPG 101)</li> <li>• List where significant parts of the plan are located by page number and subsection of the plan. (SEMS)</li> </ul>		
<p><b>PART I: BASIC PLAN</b></p>		
<p><b>7. Purpose:</b> Describe the purpose for developing and maintaining the EOP. (CPG 101)</p>		
<p><b>8. Scope:</b> Describe at what times or under what conditions the plan will be activated. (CPG 101)</p>		
<p><b>9. Situation Overview:</b></p> <ul style="list-style-type: none"> <li>• Provide an overview of the steps taken by the jurisdiction to prepare for disasters. This section should include the following: A) Hazard Analysis Summary; B) Capability Assessment; and C) Mitigation Overview. (CPG 101)</li> <li>• Summarize the jurisdictional hazard analysis. Include a description of potential hazards. This could be in a narrative with maps, schematic, or matrix indicating severity potential, affected population estimates, frequency, and geographical characteristics of the jurisdiction. This and other relevant information should be included to provide a rationale for prioritizing emergency preparedness actions for specific hazards. (SEMS)</li> </ul>		
<p><b>10. Planning Assumptions:</b> Identify assumed facts for planning purposes to make it possible to execute the EOP. (CPG 101)</p>		

<p><b>11. Concept of Operations:</b></p> <ul style="list-style-type: none"> <li>• Explain in broad terms the jurisdiction's intent regarding emergency operations. Provide a clear methodology to realize the goals and objectives to execute the plan. This may include a brief discussion of the activation levels identified by the jurisdiction for its operations center and may touch on direction and control, alert and warning, and continuity matters. (CPG 101)</li> <li>• Describe the principles and methods used to carry out emergency operations, including the provision of emergency services by government agencies. (Gov. Code § 8560)</li> </ul>		
<p><b>12. Organization and Assignment of Responsibilities:</b></p> <ul style="list-style-type: none"> <li>• Provide an overview of the key functions the jurisdiction will accomplish during an emergency. Include roles that federal, state, territorial, tribal, local, regional, and private sector agencies will take to support local operations. Pre-designate jurisdictional and/or functional area representatives to the IC or UC whenever possible. (CPG 101)</li> <li>• Identify the agency roles and responsibilities during disaster situations and include an emergency organization chart. Indicate how the jurisdiction fulfills the five SEMS sections (Management, Plans/Intelligence, Operations, Logistics, and Finance/Administration). (SEMS)</li> </ul>		
<p><b>13. Direction, Control, and Coordination:</b></p> <ul style="list-style-type: none"> <li>• Describe the framework for all direction, control, and coordination activities. Identify who has tactical and operational control of response assets. Discuss multijurisdictional coordination systems and processes. (CPG 101)</li> <li>• Indicate how the Incident Command System (ICS) will be used in the field. This should include the interface between the field Incident Command Post and the EOC. It should also indicate methods of integrating state and federal field activities into local emergency management operations. (SEMS)</li> </ul>		

<p><b>14. Information Collection, Analysis and Dissemination:</b> Describe the required critical or essential information common to all operations identified during the planning process. (CPG 101)</p>		
<p><b>15. Communications:</b></p> <ul style="list-style-type: none"> <li>• Describe the communications and coordination protocols used between response organizations. (CPG 101)</li> <li>• Indicate how the EOC will coordinate and communicate with field units, operational areas, regions, and other entities. (SEMS)</li> </ul>		
<p><b>16. Administration, Finance, and Logistics:</b> Describe administrative protocols including documentation, after-action reporting, cost recovery, and resource management. (CPG 101)</p>		
<p><b>17. Plan development and Maintenance:</b> Describe the process to regularly review and update the EOP. (CPG 101)</p>		
<p><b>18. Authorities and References:</b> Provide the legal basis for emergency operations and activities. Describe federal, state, and local laws that specifically apply to the plan. List references used to develop the plan. (CPG 101)</p>		
<p><b>BASIC PLAN (Additional SEMS Elements)</b></p>		
<p><b>19. SEMS Coordination Levels:</b> Indicate how the jurisdiction coordinates between the different SEMS levels (field, local, operational areas, region, and state), how information is exchanged, and how and when multi/inter-agency coordination and unified command are used. The Operational Area agreement should also be referenced; and the plan should indicate who performs the Operational Area responsibilities.</p>		
<p><b>20. Emergency Operations Center Organization:</b> Describe the roles and responsibilities of agencies and departments in the EOC, including who is responsible for ensuring the readiness of the EOC.</p>		

<p><b>21. Involvement of special districts, private, and nonprofit agencies:</b> Identify emergency responsibilities of special districts, private, and volunteer agencies, and their roles in the EOC, Incident Command Post, or other emergency facility.</p>		
<p><b>22. Essential Facilities-Primary and Alternate EOC:</b> Indicate the location of both the primary and alternate EOC and what conditions would cause the alternate EOC to be activated.</p>		
<p><b>23. Essential Facilities-Activation/Deactivation of EOC:</b> Indicate how, when, and by whom, the Emergency Operations Center will be activated and deactivated.</p>		
<p><b>24. Field/EOC Direction and Control Interface:</b> Describe the direction and control relationship between the field responders (ICS) and the EOC. This should include the reporting of pertinent information.</p>		
<p><b>25. Field Coordination with Department Operations Centers (DOC) and EOCs:</b> Include the use and coordination of DOCs and how they fit into the emergency management organization.</p>		
<p><b>26. Essential Facilities-Alternate Government Facilities:</b> Indicate an alternate seat of government to serve as government offices for performing day-to-day functions and a facility that could serve as an alternate emergency operations center.</p>		
<p><b>27. Essential Facilities-Americans with Disabilities Act:</b> Identify how assessment and reassessment of emergency shelter facilities; transportation/movement to/from; and programs, services and procedures accommodate the inclusive requirements outlined in the Americans with Disabilities Act.</p>		
<p><b>28. Continuity of Government:</b> Provide persons by position to succeed key government officials and members of the emergency management organization. Indicate the level and duration of authority these individuals would assume. (Gov. Code § 8560)</p>		

<p><b>29. Vital Record Retention:</b> Indicate how vital records are to be protected in the event of a disaster. Identify the data storage system, archiving schedules, and who has responsibility for its maintenance.</p>		
<p><b>30. Notification and Mobilization:</b> Describe how resources are mobilized and managed (Gov. Code Sec. 8560). Include methods to contact emergency response personnel during normal and after hours. This may be in the form of an alert list.</p>		
<p><b>31. Mutual Aid:</b> Include a general description of mutual aid system and processes. (Gov. Code Sec. 8560)</p>		
<p><b>32. Emergency Proclamations:</b> Indicate the purpose and process of emergency proclamations (include samples).</p>		
<p><b>33. Public Information:</b> Include pre-incident and post-incident public awareness, education, and communications plans and protocols. (Gov. Code Sec. 8560)</p>		
<p><b>34. Recovery Overview:</b> Include a general recovery concept of operations.</p>		
<p><b>35. Recovery Organization:</b> Provide a description of the recovery organization along with a diagram.</p>		
<p><b>36. Recovery Damage Assessment:</b> Describe the damage assessment organization and responsibilities.</p>		
<p><b>37. Recovery Documentation:</b> Describe the documentation process.</p>		
<p><b>38. Recovery After-Action Reports (AAR):</b> Define procedures to submit AAR to Cal OES via Cal EOC.</p>		
<p><b>39. Recovery Disaster Assistance:</b> Describe the different programs, their purpose, restrictions, and application process. Include Public Assistance, Individual Assistance, and Hazard Mitigation Grant programs.</p>		

<p><b>40. Standard Operating Procedures (SOP) Development:</b> Ensure emergency response agencies develop and maintain SOPs. Indicate in the plan the relationship and purpose of SOPs to the plan.</p>		
<p><b>41. Training and Exercises:</b> Describe the training and exercise programs for the jurisdiction, including who has personal responsibility for the programs. Training should include EOP orientation, SEMS training, a full-scale exercise, and other training as deemed necessary.</p>		
<p><b>APPENDICES (SEMS ELEMENTS)</b></p>		
<p><b>42. Glossary of Terms:</b> Include a glossary of terms that includes all the terms used throughout the plan.</p>		
<p><b>43. References:</b> Identify the references used in developing the plan.</p>		
<p><b>44. Resources:</b> Identify sources for materials and supplies internally and externally.</p>		
<p><b>45. Contact List:</b> Include a list of agencies and personnel not internal to the organization, but critical to emergency operations. May be kept under separate cover.</p>		
<p><b>46. Supporting Documentation:</b> Include material necessary to self-certify compliance with SEMS. This should include evidence of training, planning, exercises, and performance.</p>		
<p><b>PART II: EMERGENCY SUPPORT FUNCTION ANNEXES (If Applicable) (CPG 101 ELEMENTS)</b></p>		
<p><b>47. Functional Support Annexes:</b> Include functional annexes that add specific information and directions to the EOP. These annexes focus on specific responsibilities, tasks, and operational actions that pertain to the performance of emergency support functions to include:</p> <ul style="list-style-type: none"> <li>• CA-ESF 1 – Transportation</li> <li>• CA-ESF 2 – Communications</li> </ul>		

<ul style="list-style-type: none"> <li>• CA-ESF 3 – Construction and Engineering</li> <li>• CA-ESF 4 – Fire and Rescue</li> <li>• CA-ESF 5 – Management</li> <li>• CA-ESF 6 – Care and Shelter</li> <li>• CA-ESF 7 – Resources</li> <li>• CA-ESF 8 – Public Health and Medical</li> <li>• CA-ESF 10 – Hazardous Materials</li> <li>• CA-ESF 11 – Food and Agriculture</li> <li>• CA-ESF 12 – Utilities</li> <li>• CA-ESF 13 – Law Enforcement</li> <li>• CA-ESF 14 - Recovery</li> <li>• CA-ESF 15 – Public Information</li> <li>• CA-ESF 17 – Volunteers and Donation Management</li> <li>• CA-ESF 18 – Cyber Security</li> </ul>		
<p><b>PART III: FUNCTIONAL ANNEXES (SEMS ELEMENTS)</b></p>		
<p><b>48. Management Section:</b> Include the following activities and responsibilities:</p> <ul style="list-style-type: none"> <li>• Overall EOC management</li> <li>• Public information assignment</li> <li>• Identification of a media center</li> <li>• Rumor control</li> <li>• Public inquires</li> <li>• Provision for public safety communications and policy</li> <li>• Identification of a Safety Officer</li> <li>• Facility security</li> <li>• Agency liaison</li> <li>• State/Federal field activity coordination</li> </ul>		
<p><b>49. Operations Section:</b> Include the following activities and responsibilities:</p> <ul style="list-style-type: none"> <li>• General warning</li> <li>• Special population warning</li> <li>• Authority to activate Emergency Alert System</li> <li>• Inmate evacuation</li> <li>• Traffic direction and control</li> <li>• Debris removal</li> <li>• Evacuation</li> </ul>		

<ul style="list-style-type: none"> <li>• Evacuation and care for pets and livestock</li> <li>• Access control</li> <li>• Hazardous materials management</li> <li>• Coroner operations</li> <li>• Emergency medical care</li> <li>• Transportation management</li> <li>• Crisis counseling for emergency responders</li> <li>• Urban search and rescue</li> <li>• Disease prevention and control</li> <li>• Utility restoration</li> <li>• Flood operations</li> <li>• Initial damage assessments</li> <li>• Safety assessments</li> <li>• Shelter and feeding operations</li> <li>• Emergency food and water distribution</li> </ul>		
<p><b>50. Planning/Intelligence Section:</b> Include the following activities and responsibilities:</p> <ul style="list-style-type: none"> <li>• Situation status</li> <li>• Situation analysis</li> <li>• Information display</li> <li>• Documentation</li> <li>• Advance planning</li> <li>• Technical services</li> <li>• Action planning</li> <li>• Demobilization</li> </ul>		
<p><b>51. Logistics Section:</b> Include the following activities and responsibilities:</p> <ul style="list-style-type: none"> <li>• Field incident support</li> <li>• Communications support</li> <li>• Transportation support</li> <li>• Personnel</li> <li>• Supply and procurement</li> <li>• Resource tracking</li> <li>• Sanitation services</li> <li>• Computer support</li> </ul>		

<p><b>52. Finance/Administration Section:</b> Include the following activities and responsibilities:</p> <ul style="list-style-type: none"> <li>• Fiscal management</li> <li>• Timekeeping</li> <li>• Purchasing</li> <li>• Compensation and claims</li> <li>• Cost recovery</li> <li>• Travel requests, forms, and claims</li> </ul>		
<p><b>PART IV: SUPPORT ANNEXES (CPG 101 ELEMENTS)</b></p>		
<p><b>53. Support Functions:</b> Describe critical operational functions and who is responsible for carrying them out. They may include, but are not limited to:</p> <ul style="list-style-type: none"> <li>• Continuity of Government/Operations</li> <li>• Public Alert and Warning</li> <li>• Protective Actions</li> <li>• Financial Management</li> <li>• Mutual aid/Multijurisdictional Coordination</li> <li>• Private Sector Coordination</li> <li>• Volunteer and Donations Management</li> <li>• Worker Safety and Health</li> </ul>		
<p><b>PART V: HAZARD, THREAT, or INCIDENT SPECIFIC ANNEXES (CPG 101 ELEMENTS)</b></p>		
<p><b>54. Threat Specific Annexes:</b> The EOP should address response activities that are specific to all hazards that pose a threat to the jurisdiction. Describe any emergency response strategies that apply to a specific type of hazard. These may include:</p> <ul style="list-style-type: none"> <li>• Avalanche</li> <li>• Severe Storm</li> <li>• Earthquake</li> <li>• Tsunami</li> <li>• Volcanic Activity</li> <li>• Tornado</li> <li>• Floods</li> <li>• Dam Failure</li> </ul>		

<ul style="list-style-type: none"> <li>• Hazardous Materials Incident. Incorporate or reference the Hazardous Materials Area Plan</li> <li>• Power Disruption (e.g., Public Safety Power Shutoff (PSPS))</li> <li>• Radiological Incident</li> <li>• Biological Incident</li> <li>• Terrorism Incident</li> <li>• Other hazards, threat, or incidents</li> </ul>		
<p><b>ADDITIONAL SEMS ELEMENTS FOR CONSIDERATION</b></p>		
<p><b>55. Dams:</b></p> <ul style="list-style-type: none"> <li>• If there are dams in the area, the plan should have or reference inundation maps that indicate what areas could flood, the time the flood wave arrives at specific locations, and the time when the water will recede.</li> <li>• Include operational information necessary to carry out an evacuation of all potentially flooded areas should be indicated for each dam.</li> <li>• The information required for each dam should include shelter locations, location of critical facilities such as government center hospitals, nursing homes, schools, day care centers, etc.</li> <li>• Each dam evacuation plan should also indicate other facilities with large concentrations of people with disabilities, persons that lack their own transportation, or persons requiring special assistance.</li> </ul>		

**SECTION 2** (Required for County EOPs)

<p><b>ACCESS AND FUNCTIONAL NEEDS (AFN)</b></p>
<p><b>56. Planning process:</b> Briefly describe how the emergency plan update included representatives from the access and functional needs population including, but not limited to, members of the community, social service agencies, nonprofit organizations, and transportation providers (Gov. Code § 8593.3, subd. (c)). Include the following:</p> <ol style="list-style-type: none"> <li>a. Does this jurisdiction have an Access and Functional Needs advisory committee?</li> <li>b. If yes, when was it established and how often does it meet?</li> </ol>

- c. If applicable, list the organizations, associations, and access or functional needs populations represented on the Committee.
- d. Describe the involvement of AFN representatives in the EOP development process.

*Description and location (document title and page number):*

**57. Emergency communications:** Briefly describe how individuals with AFN are served by emergency communications, including integration of interpreters, translators, and assistive technology (Gov. Code § 8593.3 subd. (a) and 8593.9 subd. (b)). Include the following:

- a. Describe the involvement of AFN representatives in the development of the emergency communication section of the EOP.

Emergency Alert and Warning Systems

- b. Does the EOP describe the accessibility of the emergency warning, alert, and notification systems used by the jurisdiction?
- c. If yes, outline the accessibility of the emergency notification systems.
- d. Do emergency alerts and updates include ASL, closed captioning, and alternative (alt) text?
- e. If a voice line is provided to call for information, what communication services are available for operators to utilize (relay service, TTY, language services, etc.)?

Press Conferences

- f. Does the EOP call for the integration of American Sign Language (ASL) interpreters within all press conferences?
- g. List and provide copies of all agreements (e.g., MOU, MOA, or contracted services) currently in place for effective communication services.

Social Media

- h. Are emergency alerts and updates prepared in advance?
- i. If yes, which languages are prepared for immediate release?
- j. Does Social Media include ASL, closed captioning, and alt text?
- k. Does Social Media extend to other languages besides English?

*Description and location (document title and page number):*

**58. Emergency evacuations:** Briefly describe how individuals with AFN are served by emergency evacuation, including the identification of transportation resources and resources that are compliant with the federal Americans with Disabilities Act of 1990 (42 U.S.C. Sec. 12101 et seq.) for individuals who are dependent on public transportation (Gov. Code § 8593.3 subd. (a) and 8593.9 subd. (b)). Include the following:

- a. Describe the involvement of AFN representatives in the development of the emergency evacuation and accessible transportation sections of the EOP.
- b. Does the county have agreements within the jurisdiction with accessible transportation providers to evacuate individuals with AFN during disasters?
- c. Does the county have agreements with surrounding jurisdictions to leverage additional accessible transportation resources nearby, as needed?
- d. List and provide copies of all agreements (e.g., MOU, MOA, or contracted services) currently in place for accessible transportation services.
- e. Describe the process individuals with AFN will be instructed to follow to secure free, accessible transportation to evacuate during times of disaster.
- f. Do evacuation plans account for transportation between to/from homes/school/work, Community Resilience Centers and shelters?

*Description and location (document title and page number):*

**59. Emergency sheltering:** Briefly describe how individuals with AFN are served by emergency sheltering, including wrap-around services, accessible hygiene resources, and site-assessments of designated shelters, to ensure compliance with the federal Americans with Disabilities Act of 1990 (42 U.S.C. Sec. 12101 et seq.) (Gov. Code § 8593.3 subd. (a) and 8593.9 subd. (b)). Include the following:

- a. Describe the involvement of AFN representatives in the development of the integrated shelter operations section of the EOP.
- b. Within the past 5 years, have you assessed each pre-identified sheltering facility for compliance with the Americans with Disabilities Act (ADA)?
- c. Outline how the EOP addresses providing accessible resources (e.g., cots, handwashing stations, portable restrooms, showers, manual wheelchairs, etc.) to survivors with access and functional needs at shelters.
- d. List and provide copies of all agreements the jurisdiction has with providers of accessible sheltering resources to provide assets before, during, and after disasters.

- e. Outline wrap-around AFN-specific services (e.g., medications, dietary/nutrition, personal care assistance, ADA assessments, etc.) available for all emergency shelters.
- f. List and provide copies of all agreements with vendors to provide wrap-around services for survivors with access and functional needs at shelters.
- g. Are Video Response Interpreting (VRI) ASL and world language translation services available at all times for all shelters?
- h. Are Community Resilience Centers preidentified to provide respite to individuals during emergencies, including, but not limited to, extreme temperature (heat/cold) or unhealthy air incidents?
- i. Are local community resilience centers prepared to transition to serve as Emergency Shelters during extreme heat events and other disasters?
- j. Outline the procedures registration staff use to identify the need for, and implementation of, effective communication resources available.

*Description and location (document title and page number):*

**CULTURAL COMPETENCY** (Gov. Code § 8593.3.5)

**60. Planning process:** Briefly describe how the emergency plan update provided a forum for community engagement in geographically diverse locations to engage with culturally diverse communities within the county.

*Description and location (document title and page number):*

**61. Emergency communications:** Briefly describe how culturally diverse communities are served by emergency communications, including the integration of interpreters and translators.

*Description and location (document title and page number):*

**62. Emergency evacuations and sheltering:** Briefly describe how culturally diverse communities are served by emergency evacuation and sheltering.

*Description and location (document title and page number):*

**63. Emergency mitigation and prevention:** Briefly describe how culturally diverse communities are served by emergency mitigation and prevention.

*Description and location (document title and page number):*

**64. Emergency planning:** Briefly describe how culturally diverse communities are served by emergency planning, including drawing on community-based values and customs, and incorporating qualified representatives from diverse population groups in the community, during the planning process.

*Description and location (document title and page number):*

**65. Emergency preparedness:** Briefly describe how culturally diverse communities are served by emergency preparedness, including the use of culturally appropriate resources and outreach techniques to educate and prepare community members for emergencies or disasters.

*Description and location (document title and page number):*

**BEST PRACTICES** (Gov. Code § 8593.9)

**66.** Briefly describe how the emergency plan is consistent with appropriate best practices, to include, but not limited to, [State of California Planning Best Practices for County Emergency Plans](#) and [Integrating Access and Functional Needs within the Emergency Planning Process, Best Practices for Stakeholder Inclusion](#).

*Description and location (document title and page number):*

**EMERGENCY SERVICES** (Gov. Code § 8593.3.2, subd. (b))

**67. Status of county emergency alert system:** Briefly describe the status of the county emergency alert system, including different alerting systems used and the number of individuals signed up for each system.

*Description and location (document title and page number):*

**68. Evacuation routes and plans and shelter-in-place plans:** Briefly describe Evacuation routes and plans and shelter-in-place plans, including preparations for evacuating or caring for individuals with access and functional needs. Include the following:

- a. Does the plan use California Statewide Evacuation Terminology?
- b. Does the plan describe the protocols and criteria to decide when to recommend evacuation or sheltering in-place for law enforcement related evacuations?
- c. Does the plan describe the conditions necessary to initiate an evacuation or sheltering-in-place and identify who has the authority to initiate such action?
- d. Does the plan evaluate evacuation route capacity?
- e. Does the plan use/consider zone-based evacuations?
- f. Does the plan identify and describe how to conduct the evacuation (e.g., of high-density areas, neighborhoods, high-rise buildings, subways, airports, schools, special events venues, areas with a high concentration of children and individuals with disabilities) and to provide security for the evacuation area?
- g. Does the plan describe the coordination strategies for managing and possibly relocating incarcerated persons during a crisis response?

- h. Does the plan describe how agencies coordinate the decision to return evacuees to their homes, including informing evacuees about any health or physical access concerns or actions they should take when returning to their homes or businesses?
- i. Does the plan identify and describe options when the general public refuses to evacuate (contact information for next of kin, place unique markings on homes, take no action)?
- j. Does the plan identify and describe how to perform advance or early evacuation, which is often necessary to accommodate children and others with mobility issues?
- k. Does the plan identify and describe procedures for performing Contra Flow?

*Description and location (document title and page number):*

**69. Community outreach:** Briefly describe efforts at community outreach to prepare communities and individuals to act in the event of an emergency or disaster.

*Description and location (document title and page number):*

**70. Large animal evacuation plans:** Briefly describe the plan to evacuate large animals. This may include large animal transportation, sheltering, care, biosecurity, carcass disposal, and euthanasia plans.

*Description and location (document title and page number):*

**71. Power outages:** Briefly describe plans to ensure the health and safety of citizens during power outages. This may include identifying, evaluating, assessing, surveying, and prioritizing critical facilities; identifying customers who face serious health consequences when the power is out due to reliance on electrically powered equipment; engaging in whole community planning; plans to alert and prepare the public; and pre-planned actions to respond to and recover from power outages.

*Description and location (document title and page number):*

**FOR CONSIDERATION** (Gov. Code § 8593.3 subd. (a))

The following item is not currently evaluated by Cal OES. It refers to new programs that will apply to some jurisdictions.

**72. Resilience Center Programs:** Do evacuation plans account for the following:

- a. Community resilience center programs, including, but not limited to, the Integrated Climate Adaptation and Resiliency Program (ICARP) Community Resilience and Heat Grant Program developed by the Office of Planning and Research.
- b. Fairground resilience center programs, including, but not limited to, the Fairground and Community Resilience Center Grant Program developed by the Department of Food and Agriculture.

*Description and location (document title and page number):*