



**Ensuring a safe and
secure homeland for
all North Dakotans**

Disaster Procedures Guide

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1 Introduction

The North Dakota Disaster Procedures Guide has been developed by the North Dakota Department of Emergency Services (NDDDES), Division of Homeland Security, to outline recommended processes for city, county and tribal governments to ensure coordinated response and recovery from disasters and emergencies impacting their jurisdiction.

The local/tribal Emergency Manager (EM) serves as a liaison to the NDDDES State Emergency Operations Center (SEOC) and is the primary point of contact for an emergency or a disaster. In addition, the Emergency Manager is responsible for coordinating response and recovery efforts on the local/tribal level. NDDDES encourages all communication within each respective jurisdiction to be routed through the Emergency Manager or their designee. Any designated Emergency Manager or alternate that is not on file with NDDDES should be reported to NDDDES immediately.


NDDDES Contact Information:

 State Radio Toll Free: (800) 472-2121

 NDDDES Front Desk: (701)328-8100

Assumptions:

 Local/tribal jurisdiction has an Emergency Operations Plan and Comprehensive Resource List


 Local/tribal jurisdiction has a Training and Exercise program


 Local/tribal jurisdiction has an approved Multi-Hazard Mitigation Plan


2 Pre-Disaster Activities and Programs

2.1 Emergency Management Performance Grant (EMPG)

Federal funds through EMPG are available to assist county/city/tribal governments in enhancing and sustaining their emergency management programs. To obtain this funding, EMs must complete the following by established deadlines:


 Submit an application to include a program narrative, budget narrative and work plan that includes a personnel data template, training data template, exercise data template and a grant activity outline that details how their jurisdiction will sustain and enhance the program

 Complete the work described in the work plan


 Submit quarterly progress reports on the status of work described in the work plan





 Submit reimbursement requests, including proper supporting documentation

 Maintain and retain grant records

 Track and maintain equipment inventory lists of equipment purchased with grant funds

 Participate in grant monitoring visits








 Submit a 3-year training and exercise plan for the jurisdiction that examines, validates and/or addresses capability targets identified in their annual THIRA and/or capability gaps identified through their Stakeholder Preparedness Review (SPR)

-  Complete the EMPG minimum training and exercise requirements for EMs and other EMPG funded personnel
-  Track and maintain local/tribal training and exercise records and provide the data to NDDDES as part of progress reports
-  Coordinate after-action reviews and improvement plan development following an exercise or real-world event and submit to NDDDES
-  Complete the quarterly required tasks listed on the EM Duties Checklist

Note: Requirements for EMPG funding can and do change on an annual basis. Check with NDDDES for current requirements.

2.2 Local/Tribal Emergency Operations Plan (LEOP)

By State law, [ND Century Code 37-17.1-07](#), “1. All areas of the state are within the jurisdiction of and must be served by the division of homeland security and by a local or regional emergency management organization. 2. Each county shall maintain an emergency management organization that serves the entire county or must be a member of a regional emergency management organization that serves more than one county. 3. Each city shall provide an emergency management organization of its own, or it shall participate in the countywide emergency management organization.” Each organization (city, county, tribal, and/or regional) “shall prepare and keep current a local disaster or emergency operational plan for its area.”

-  Designate an alternate and report the alternate to NDDDES
-  Educate applicable elected officials and key personnel regarding their responsibilities in the LEOP
-  Conduct exercises to test the LEOP
-  Cross train personnel whenever practical
-  Review and update your multi-hazard mitigation plan every five years for FEMA approval
-  Identify actions to mitigate the effects of emergencies/disasters relevant to the community
-  Train potential damage assessment team members with respect to their roles in the assessment process and reporting requirements





2.3 Mutual Aid

A request for assistance from neighboring jurisdictions and private parties can be made without a written memorandum of understanding (MOU). However, to enhance response capabilities; jurisdictions should have MOUs in place with various neighboring jurisdictions and private parties **prior to the point of needing to implement them**. This will aid in expediting responses to your emergency/disaster and help clarify roles and responsibilities. NDDDES has developed a [State of North Dakota Recommended Mutual Aid Agreement template](#) that meets the minimum requirements of the North Dakota Century Code for jurisdictions and organizations in the event of disaster or other incidents requiring external assistance. Mutual aid agreements are required by FEMA to receive reimbursement for federally declared disasters.

2.4 Training and Exercise

NDDDES provides training, educational opportunities and exercise support for local/tribal emergency management professionals, their staffs, allied organizations, and individuals working together in emergencies and disasters to save lives and protect the property of the citizens of North Dakota. A training schedule can be found at the [NDDDES website](#).

Additional trainings may be available through the following federal training partners:






-  [Center for Domestic Preparedness](#)
-  [FEMA Emergency Management Institute](#)
-  [National Domestic Preparedness Consortium](#)
-  [Rural Domestic Preparedness Consortium](#)

2.5 ND State and Local Intelligence Center (NDSLIC)

2.5.1 General services

The NDSLIC's mission is to gather, store, analyze, and disseminate information concerning dangerous drugs, fraud, organized crime, terrorism and other criminal activity, both real and suspected, to the law enforcement community, government officials and private industry for the purposes of decision making, public safety and proactive law enforcement, while ensuring the rights and privacy of citizens.

Services include:

-  Case support for Law Enforcement
-  Site Assistance Visits (SAVs)
-  Social Media Research
-  Information Analysis and Production
-  Safety and Security training

2.5.2 Critical Infrastructure/Key Resources (CIKR) Site Assistance Visits (SAV)

The mission of the North Dakota Critical Infrastructure/Key Resources (CIKR) program is to ensure the protection, preparedness and resiliency of North Dakota's CIKR through implementation of the National Infrastructure Protection Plan (NIPP). The NDSLIC works closely with public and private sector constituents to identify and catalogue the state's most critical assets. In addition, the program may assist during exercises and training to strengthen the preparedness and resiliency of both public and private sector partners.

SITE ASSISTANCE VISIT (SAV) PROGRAM

A Site Assistance Visit (SAV) is a vulnerability assessment conducted to develop awareness of a facility's physical vulnerabilities and systems connectivity, interdependency, and weaknesses. SAVs inform site owners and operators about security vulnerabilities and gaps, as well as protective measures to increase preparedness for all hazards, including terrorist attack. The SAV will be conducted by a team of specialized personnel tailored to the size and complexity of the facility. Federal, state, and local/tribal officials from homeland security, emergency management, and law enforcement agencies frequently attend. Upon completion of the SAV, the facility will receive a site-specific report providing options for consideration, commendable practices and staff concerns. The SAVs are provided at no cost to facilities

considered significant Critical Infrastructure/Key Resources (CIKR) within the state, the loss of which would adversely affect national or regional economic and/or public health. These assessments are kept private and protected through [ND Century Code 44-04-24](#).








To request a SAV, contact the NDES Critical Infrastructure Program Manager, at (701) 328-8172.

2.6 ND Hazardous Chemicals Preparedness and Response Program

2.6.1 Tier II Reports

The Hazardous Chemicals Preparedness and Response Program requires yearly reporting of inventory for hazardous and toxic chemicals stored across North Dakota.

Typical facilities reporting are:

-  Bulk fuel plants
-  Anhydrous ammonia plants
-  Propane plants
-  Agricultural processing plants
-  Energy producing sites
-  Oil producing sites
-  Chemical companies

“The division of homeland security shall transfer to the county hazardous chemicals preparedness and response account one-half of the regular fees collected from the state's hazardous chemicals fee system.”—[NDCC 37-17.1.07.1](#) Part 2 section c.4.





The Local Emergency Planning Commission (LEPC) is authorized to utilize the funds “for the purpose of carrying out the hazardous chemicals preparedness and response programs to include training, exercising, equipment, response, and salaries, and local emergency planning committee member stipends not to exceed thirty percent of state per diem per meeting attended. In lieu of stipends the committee chairman may provide a meal or refreshments other than alcoholic beverages.”—[NDCC 37-17.1.07.1 Part 2 section e](#).

Additional information regarding reporting requirements and the ND Hazardous Chemicals Preparedness and Response Program can be found at <https://www.nd.gov/DES/planning/haz-chem/default.asp>.

2.6.2 State Emergency Response Commission (SERC)

Statutorily provided in [North Dakota Century Code 37-17.1-07.1\(a\)](#), the state emergency response commission's responsibilities as outlined in SARA Title III shall, in conjunction with local emergency planning committees and local/tribal emergency management organizations, coordinate the development and maintenance of a state hazardous chemicals preparedness and response program. It shall ensure citizens are provided emergency and hazardous chemical inventory information upon request in accordance with the state and federal laws.

SERC Responsibilities:

-  Review state hazardous materials response plans annually.
-  Monitor the activities and membership of Local Emergency Planning Committees (LEPCs).
-  Ensure LEPCs receive and record documented reports submitted under the Emergency Planning and Community Right-to-Know Act (EPCRA) and provide information required by law.
-  Monitor resources and activities of state agencies related to respective roles and responsibilities as specified in the ND State Emergency Operations Plan (SEOP) and applicable Hazardous Materials Annex.

Additional information regarding the SERC and its membership is located on the NDDDES website: <https://www.nd.gov/des/planning/haz-chem/state-emergency-response-commission/>.

2.6.3 Local Emergency Planning Committees (LEPCs)





Local Emergency Planning Committees (LEPCs) were organized to fulfill the requirements of the federal regulations regarding Title III of the Superfund Amendment and Reauthorization Act (SARA) of 1986. LEPCs are responsible for preparing hazardous materials emergency response plans, serving as a repository for hazardous materials information and performing outreach functions to include hazardous materials awareness. LEPCs must have membership representation from a cross-section of the community it serves and should include elected officials, fire department, law enforcement, emergency management, healthcare, media, schools, industry, transportation, public health, voluntary organizations, and others. The NDDDES [LEPC Handbook](#) provides guidance for the program.

2.7 Public Information


2.7.1 General

Media outlets can be demanding in their efforts to obtain information regarding an incident. They do, however, play a vital role in providing information to the public. Understanding media, deadlines, attitudes, and abilities can be essential when trying to get your message out to public. Jurisdictions must ensure the local/tribal emergency operations plan addresses public information activities and assigns responsibilities including the identification of a Public information Officer(s) (PIOs), their assigned duties, and the steps required to establish a Joint information system (JIS) and Joint information center (JIC)

Some possible steps for jurisdictions to include in the preparation for JIC/JIS activation include:

-  Determination of criteria for JIC/JIS activation
-  Establishment of activation levels and “triggers” for each level
-  Training of personnel in each level of activation
-  Exercising of the JIC/JIS activation portion of the LEOP

The following considerations have been developed to assist EMs in the establishment of a JIC.

-  Identify a JIC location within proximity to the Emergency Operations Center (EOC) or Incident Command (IC) or Unified Command (UC) location. For smaller incidents, a “virtual” JIC is also acceptable so long as it is inclusive of all public information stakeholders, and all have access to the virtual system to be used to coordinate messaging. Ensure the location has multiple

electrical – telephone – internet connections as well as a gathering place for the media apart from the EOC, IC, or UC.

- Identify what agencies are to be represented.
- Coordinate messaging prior to issuance of a press release or media briefing to identify and resolve conflicting information or opinions. Establishment of a PIO work area or gathering virtually can help in coordination of messaging.
- Provide all PIOs with specific instruction on how information will be shared with each other as well as media and establish clear lines of authority before information is released.
- Appoint PIO staff to specific duties, which may include the following:
 - Information gathering/phones
 - Writing of news releases and/or talking points
 - Information dissemination
 - Approval routing
 - Multi resource release
 - Press conference preparation and set up
 - Social Media Monitoring and Messaging/Counter Messaging
- Information coming into the JIC/JIS should be routed to one of four areas:
 - Lead PIO or staff
 - Rumor Control Group
 - Joint PIO Group
 - Social Media Monitoring and Messaging/Counter Messaging
- Once information has entered the JIS, the following action step(s) must be taken:
 - Immediate response to an inquiry (if the answer is known and approved for response)
 - Immediate dissemination if emergency action is required
 - Route information to another agency PIO for research or verification
- Coordinate and document all actions with agencies and the lead PIO.
- Determine if compiled information will be released via news release, news conference, or social media and make arrangements for the determined type of release.
- All media releases should be coordinated through the lead PIO and staff

2.7.2 ND Response Website

In the event of major, pressing incidents impacting citizens, North Dakota uses [NDResponse.gov](https://www.nd.gov/ndresponse) to provide a single source for accurate and timely information. NDResponse is the main state information site for Public Alerts (AMBER, Blue and Silver). It also has sections for public awareness (Flood preparedness, Severe Winter Weather, Fire Safety and Severe Summer Weather), shelter in place information, and an archive of past events and contact information.

3 Response Activities

3.1 Situational Awareness

Officials must continuously assess the situation during an incident to determine courses of action and their ability to respond to, recover from and mitigate damages from an emergency or disaster situation.

To save lives and protect property, basic information describing any incident should be obtained to maintain situational awareness. The following information points can be helpful in the gathering of information and maintenance of situational awareness.








- Reporting party contact information (name, agency, phone numbers)
- Incident Command/Unified command information
 - Agencies comprising command
 - Location of incident command post
 - Contact information for incident command/unified command
- Point of contact for obtaining information/updates
- Responding agencies/organizations (local/tribal, public, private, volunteer) including mutual aid
- Actions taken, in progress or being planned by public, private and volunteer agencies/organizations
- Responsible party (if known)
- EOC activation -Incident action plan development
- Declarations for the incident
- Has a JIC/JIS been established? Who is managing media/public/family inquiries?
 - Participating agencies and contact information
 - JIC location and general JIC contact information
- Public information and warning efforts that have taken place or are planned
- Jurisdictional and geographic areas affected or that could be impacted
- Exact location of incident
- Date and time of incident and is it ongoing, expected duration
- Nature of the incident (hazmat, fire, etc.)
- Severity of the incident
 - Number of people who are:
 - Injured and extent of injuries
 - Affected by illness and type of illness
 - Fatalities
 - Evacuated (self or mandatory) or forced from their home/work and reason for evacuation
 - Extent of damage to:
 - Critical infrastructure (sectors and services affected)
 - Public property (i.e. Water treatment facility, roads, etc.)
 - Private property (homes affected, livestock, acres burned, etc.)
 - Extent of damage to the environment
- Ongoing threats to life and property
- Additional assistance needed

3.2 Incident Reporting –Critical Incident Requirements (CIRs)

3.2.1 NDDes Duty Officer Contact Information

NDDDES maintains a 24-hour/seven day a week Duty Officer who serves as the primary contact for incident reports submitted to the SEOC. Incidents, emergencies, and/or disasters that require state or federal attention should be reported to NDDDES via WebEOC.


North Dakota Department of Emergency Services 24-hour duty officer contact information:

-  (701) 328-9921 State Radio (ask for the Duty Officer to be paged)
-  (800) 472-2121 State Radio toll free within ND
-  (701) 220-0390 (if no answer, contact State Radio)
-  (701) 328-8100 NDDDES front desk (ask for the Duty Officer to be paged)
-  (800) 773-3259 Toll free within ND
-  Email address nddes@nd.gov
-  Fax (701) 328-8181

If sending time-sensitive information via fax or email, contact the NDDDES Duty Officer via telephone to inform them of the incoming information.

3.2.2 Critical Information Requirements (CIRs) to be reported to NDDDES

Critical Information Requirements (CIRs) provide the foundation for formal Information and Intelligence/Situational Assessment management. CIRs are a comprehensive list of information critical in facilitating timely information management and the decision making that affects successful mission accomplishment through timely and complete execution of operational or tactical operations in support of local and tribal governments. The below list contains CIRs which the agency needs to be notified upon occurrence. The following guidelines are established for reporting any and all incidents/accidents. This list is not all-inclusive; but should be used to determine when to notify the NDDDES Duty Officer. Although as much detail as possible is ideal, any information is better than no information. This information helps create a more accurate operational picture for the State Unified Command and is key in resource identification, decision making and availability to support local/tribal jurisdictions. If you are unsure whether an incident should be reported, err on the side of caution and report the incident.

-  Any event (natural, technological, or adversarial) resulting in, or having the potential to result in:
 - Multiple injuries, fatalities or illnesses
 - Substantial damage to private property and/or public infrastructure
 - Extensive loss of life (mass casualty) and/or property
 - Significant public and/or media interest
 - Public health issues/concerns
 - Welfare checks of rural/isolated residents and/or vulnerable populations
 - Voluntary or mandatory evacuations or shelter-in-place
 - Shelter operations (people and/or animals)
 - Local Emergency Operations Center (EOC) activation
 - Local declaration
 - Search, rescue and/or recovery efforts
 - Impacts to critical infrastructure (i.e. communications; health and medical; electrical, gas, water and sewage utilities; emergency first responder services, etc.)
 - Closure of/impacts to schools, large workplaces, large event venues
 - Road closures and/or other transportation concerns

- Aircraft incidents
- Search and Rescue Operations (i.e. airplanes, boats, individuals, etc.)
- Train Derailments
- Incidents/accidents involving hazardous materials which enter, or have the potential to enter, a waterway or otherwise reach reportable quantity thresholds
- Suspicious packages, powders, activity, etc.
- All rural fire activity
 - The following is additional wildland fire-related guidance for immediate notification to NDDDES:
 - Large fire (multiple mutual aid requests, fire unable to be controlled, structures/communities/critical infrastructure threatened or have the potential to do so, etc.)
 - Multiple fires during Red Flag Warning or high wind conditions
 - Evacuations have occurred or are being considered
 - Potential need for state or federal assistance
 - Deaths or injuries have occurred
 - Smaller fires that do not meet the above criteria should be reported via WebEOC, at a minimum of a weekly basis, for situational awareness and fire tracking purposes. If applicable, also include any information regarding local/tribal resource/capability impacts, issues or concerns.
 - When reporting fire activity, include as much of the following information as possible:
 - Who – responding agencies
 - What – size (approx. number acres burned), type of fire (CRP, trees, grassland, etc.)
 - When – date/time occurred
 - Where – location
 - Why – cause if known (burning garage or fields, campfire, equipment, lightning, train, etc.)
 - Additional Info – status of fire (contained, mop-up, extinguished), injuries/deaths, damages, evacuations, threatened structures/critical infrastructure, etc.
- Threats or other indicators received/detected regarding educational institutions (all levels), government buildings, large venues (sports, shopping, entertainment, etc.), large workplaces or other key critical infrastructure sectors
- Cyber network intrusions, vulnerabilities, patterns or activity and/or threat indicators which could potentially affect public/private critical infrastructure sector resources and/or result in significant losses/impacts

3.3 Situation Reports

An initial situation report is used to alert state officials that an incident has occurred, which will negatively impact the community/region and/or could be beyond the capability of local/tribal government response. State and federal agencies rely on the initial situation report to provide accurate and timely information to initiate coordination of any assistance supporting local/tribal government response should it become necessary. Depending on the duration or nature of the incident, subsequent situation reports may need to be submitted.

When to Issue: Immediately after the emergency/disaster event has occurred or when an emergency/disaster is imminent. Upon identification of an emergency/disaster situation, the local/tribal Emergency Manager, or designee, must provide immediate notification to the NDDDES Duty Officer. The initial contact may be given verbally; however, a timely follow-up report via WebEOC will be expected when possible.

What Information to Provide: Information gathered in the situational awareness process (see above) should be submitted via WebEOC. Be clear, concise, and specific in the information provided on the situation report to include major actions, damages (homes, businesses, critical infrastructure, etc.), evacuations, shelters, major issues/concerns, volunteer actions, power outages, deaths, injuries, etc. If follow-up situation reports are issued, Emergency Managers should update their original report in WebEOC.

Whom to Contact: The initial situation report should be submitted via WebEOC to the NDDDES Duty Officer. Reports given verbally must be followed up with a situation report submitted via WebEOC as soon as possible. All subsequent situation reports should be submitted as the incident dictates.

Final Situation Report: Emergency Managers who feel further updates are unnecessary should indicate “Final Situation Report” in their WebEOC entry. If the situation escalates after the “Final Situation Report” is submitted and an update needs to be issued; update the same WebEOC entry to ensure proper incident tracking.

In order to be proactive in emergency/disaster event reporting, Emergency Managers are encouraged to report information to the NDDDES Duty Officer prior to NDDDES needing this information. During an ongoing emergency/disaster it is recommended that an update report be submitted to NDDDES via WebEOC each morning and afternoon. State and federal agencies depend on these reports to provide a clear picture of the developing incident and enhances their ability to prepare and respond to any assistance requests.

Note: If transmitting a time-sensitive situation report outside of normal working hours, follow up notification to the NDDDES Duty Officer by telephone is prudent.

3.4 WebEOC

Incident information should be logged into WebEOC. [WebEOC](#) can be accessed via the [ND Department of Emergency Services' \(NDDDES\) homepage](#) by clicking on the WebEOC logo on the left side. NDGOV users may log in using their NDGOV credentials. Those without an NDGOV account may log in on regular log in link, located below the NDGOV login on the page, using an assigned user name and password.

The Event/Position Log becomes a chronological record of incident-related notifications and actions taken during an event and is subject to open records laws. It is considered a legal document and may be requested for investigative or legal purposes. Entries should be made in a timely manner, allowing other agencies to monitor the situations and respond and/or communicate accordingly. Incident specific numbers are listed in the WebEOC incident drop down list. Incidents should be logged in the appropriate category.

For additional information or training materials please see the [NDDDES WebEOC page](#), WebEOC file library or contact the [NDDDES WebEOC administrator](#).

3.5 Geographic Information System (GIS) and Mapping resources

Disaster areas should be plotted on a map to assist in identifying the overall impact area and aid in assessing the potential for additional impacts. Mapping resources are available through WebEOC Mapper. Locations can be mapped using legal descriptions, latitude/longitude, oil well site names, and general descriptions and search fields. Further information and training are available on the [NDDes website](#).





Additional mapping resources are available through the [State GIS website](#) or NDDes GIS Section Chief at (701) 328-8100. GIS Hub data are streamed via web-based data services, making data available to users both in and outside of state government. Data services can be used by people using GIS on a PC or mobile device.

Additional mapping sites may be accessed through [Google Earth](#), [MapQuest](#) and other free web-based sources.












3.6 State Emergency Operations Center (SEOC) Activation Levels

The SEOC activation level descriptions and criteria are provided in this guide for informational purposes and as a guideline for establishment of local/tribal levels of activation, including criteria for each level.

Activation of the SEOC may be initiated when an emergency, disaster or catastrophe has occurred or is imminent and is authorized by the following:

-  NDDes Director
-  NDHLS Director
-  Response Section Chief
-  On-Duty Operations Officer – *in absence of the positions above*

The following criteria indicate when SEOC activation should be considered:

-  AMBER Alert notifications are or may be required
-  Local/tribal, private and mutual aid resources have been exhausted and state resources are requested
-  The incident is expected to go into multiple operational periods
-  A written Incident Action Plan (IAP) is required
-  Regional and/or federal resources are required to effectively manage the incident
-  Coordination of preparedness activities is necessary in anticipation of an emergency or disaster (i.e. spring flooding)
-  Major policy decisions will or may be needed
-  Activation of the SEOC will be advantageous to the successful management of the incident
-  Multiple state agencies are responding
-  A local/tribal or state emergency or disaster is declared
-  A state agency requests activation in support of their operations (i.e. law enforcement investigations)

Activation Level	Scope
<p>Level IV (Daily Operations)</p>	<ul style="list-style-type: none"> • Typically encompasses normal day-to day operations staffed by NDDDES personnel • Monitoring activities take place and minor incidents are handled • The Duty Officer receives and acts upon calls from the public and local, tribal, state, federal, private and voluntary agencies regarding emergent situations • Notifications will be made to state agencies and other partners that need to take action as part of their routine emergency operations responsibilities outlined in the SEOP or other guidance • WebEOC is the primary means for situational awareness
<p>Level III (Limited)</p>	<ul style="list-style-type: none"> • Staffed by NDDDES personnel. Based on the incident parameters additional state agencies may be required to staff the SEOC • Extended hours of operation may be necessary • Notifications will be made to those state agencies and other partners that need to take action as part of their emergency operations responsibilities outlined in the SEOP or other guidance. • Complexities that may trigger elevation from Level IV to Level III are listed below: <ul style="list-style-type: none"> ○ Enhanced development and maintenance of common operating picture (i.e. Incident Summaries, EOC-APs, , Mapping) ○ Coordination of state resources ○ Activation of NDDDES staff, beyond duty and Operations Officers, to support operations

Activation Level	Scope
Level II (Partial)	<ul style="list-style-type: none"> • Staffed by NDDDES personnel. Based on the incident parameters additional state agencies may be required to staff the SEOC. • Extended hours of operation may be necessary • Additional state agency/other partner participation, in support of the State Unified Command, may take place from alternate locations (i.e. on scene, agency department operations centers, and offices). • In addition to Level III considerations other complexities that may trigger elevation from Level IV/III to Level II are listed below: <ul style="list-style-type: none"> ○ Multiple or simultaneous events/situations ○ Anticipated support will require extensive coordination or response by the state ○ Events/situation affect large geographic areas ○ More than two (2) operational periods are anticipated ○ Escalation of event(s) occurs ○ Multiple state resources are activated and deployed ○ There is a need for resources outside the affected area ○ Emergency Management Assistance Compact (EMAC) resources are required ○ There is a need for federal assistance ○ Statewide initial damage assessment is required ○ Warning or anticipation of Adversarial-generated incident
Level I (Full Scale)	<ul style="list-style-type: none"> • Staffed by and appropriate state agency personnel. Based on the incident parameters additional local/tribal, private, voluntary and federal agencies may staff the SEOC. • 24/7 operations are likely • Additional resources, in support of the State Unified Command, by state agencies is taking place from alternate locations (i.e. on-scene, agency department operations centers, and offices) • In addition to Level II considerations other complexities that may trigger elevation from Level IV/III/II to Level I are listed below: <ul style="list-style-type: none"> ○ Numerous or expanded operational periods are anticipated ○ Multiple or simultaneous events requiring 24/7 response and coordination ○ Immediate state supported life-safety response is required ○ An adversarial event or credible threat of an adversarial event within the state requires large-scale movement and deployment of resources ○ Program and functional area expertise is requested at all times in the SEOC

3.7 Emergency/Disaster Declarations

When elected officials at state and local/tribal levels of government determine emergency/disaster damages and/or conditions are beyond internal capabilities, they may issue an emergency/disaster declaration and submit it to the next level of government. Local/tribal government's issuance of an emergency/disaster declaration is generally the first step for inclusion in a State and/or Federal Disaster Declaration. Local Jurisdictions should execute their Local Emergency Operations Plan (LEOP) during an incident.

3.7.1 Local declarations-Local Evacuations in Century Code

[ND Century Code 37-17.1-10](#). Local disasters, mandatory evacuations, or emergencies.

"Unless so declared in accordance with the provisions of subsection 4 of section 37-17.1-05, a local disaster, emergency, or mandatory evacuation order may be declared only by the principal executive officer of the county or city. It may not be continued or renewed for a period in excess of seven days except by or with the consent of the governing board of the county or city. Any order or proclamation declaring a local disaster, emergency, or mandatory evacuation must be given prompt and general publicity and must be filed promptly with the county or city auditor.

The effect of a declaration of a local disaster or emergency is to activate the response and recovery aspects of any and all applicable local disaster or emergency operational plans and to authorize the furnishing of aid and assistance thereunder."

Local officials should consult their States/City Attorneys for local variances on the declaration of emergencies.

Local Jurisdictions should execute their Local Emergency Operations Plan (LEOP) during an incident.

Local and tribal government's issuance of an emergency/disaster declaration are generally the first step for inclusion in a State's and/or Federal Disaster Declaration.

3.7.2 Declaration types

3.7.2.1 City Government

Emergency/disaster response agencies from city government will respond to an emergency/disaster within their corporate limits and coordinate activities in accordance with their standard operating procedures (SOPs), LEOP and mutual aid agreements. If an emergency/disaster situation is, or is likely to be, beyond the scope of control of the city, the mayor or city council of an incorporated city may proclaim an emergency/disaster. Their proclamation and any requests for assistance should be forwarded to the county Emergency Manager, if the city does not have their own emergency management program, in an expedient manner (i.e., by voice followed by hard copy). When a local emergency/disaster has been declared, the mayor will govern by proclamation, and has the authority to impose all necessary regulations to preserve peace and order in the city.

Note: For a city to be included in a Presidential declaration, the county must declare an emergency/disaster.

3.7.2.2 County/Tribal Government

Upon receipt of the declaration of an emergency/disaster from an incorporated city of the county or tribal nation, the Emergency Manager will provide available assistance requested to respond to the incident (e.g., sheriff, public works, health, etc.) and notify NDDDES that a situation exists that may require issuing a local emergency/disaster declaration. In the event a situation exists in the unincorporated portions of the county/tribal nation that may affect lives and property, the county/tribal nation will respond to the incident utilizing county/tribal resources. If the situation, either in a tribal nation, incorporated or unincorporated portion of the county, is beyond the capability and resources of the county/tribal nation, the chair of the board of county commissioners/tribal council may declare an emergency/disaster. The county/tribal Emergency Manager will notify NDDDES that the county/tribal nation has declared an emergency/disaster, and that the county/tribal nation has implemented its LEOP. The notification should state that the county/tribal nation has committed all available resources. If state supplemental assistance is needed to assist the county's/tribal nation's response effort, the type of assistance should be clearly stated. The declaration and request for state assistance may be provided orally and then submitted to NDDDES via WebEOC.

3.7.2.3 Tribal Government additional information

Tribal nations in North Dakota are recognized as sovereign nations and have the option of requesting a Presidential emergency or major disaster declaration independent of a State. In order to allow tribes the choice to use the new authority immediately, FEMA is processing tribal declaration requests utilizing current declaration regulations for state requests. The residents of tribal nations are also citizens of the state and county within which they reside. An emergency/disaster may occur for which the members of the tribal nation cannot provide satisfactory resolution. Emergency/disaster response agencies from tribal government will respond to an emergency/disaster and coordinate activities in accordance with their SOP, LEOP and mutual aid agreements. County/state/federal involvement for resolution of the situation requires that the tribal nation/tribe request assistance using the same procedures as any other incorporated community within a county if they wish to be considered for aid under the umbrella of the state.





3.7.2.4 State Government

Once local/tribal governments determine internal resources are or may be inadequate, inappropriate, unavailable, non-existent, or are expended/overwhelmed; they may issue an emergency declaration and notify the NDDDES-HLS/the State UCS. They will also provide situation reports to NDDDES throughout the incident.

The Governor may then issue an executive order declaring an emergency or disaster. Usually the Governor will also activate the SEOP and direct state resources to assist local/tribal governments in a coordinated manner. The Governor may also direct the execution of any enumerated emergency authorities as detailed in NDCC (see Governors Roles and Responsibilities above).

In the Governor's role as Commander in Chief, he/she may also direct the Adjutant General to activate the ND National Guard.

The Governor is the only state official authorized to request a Presidential Declaration if federal resources are required to support emergency and/or disaster response and recovery operations. If the Governor is considering such a request, NDDDES will coordinate with appropriate state and local/tribal officials to prepare the state's request for federal assistance. NDDDES coordination will, at a minimum, include:

-  Advise FEMA Region VIII administrator if Governor makes the request or if the Governor intends to make a request.
-  Survey the affected area in coordination with local, tribal, state and FEMA representatives to determine the extent of public and private damage.
-  Estimate the types and extent of federal disaster assistance required
-  Consult with the FEMA Regional Administrator regarding eligibility for federal disaster assistance

3.7.2.5 *Burn Bans*

A local burn ban may only be issued upon a declaration of a local emergency or disaster pursuant to N.D.C.C 37-17.1-10. A burn ban is a temporary ban on open burning during extended periods of elevated fire danger due to widespread amounts of dry natural vegetation compounded by contributing weather conditions and/or outdoor activities. Open burning may only be prohibited and penalties enforced during a declared emergency, e.g. during periods of extreme fire danger. Local governments, as well as the Governor, have authority to issue a burn ban under the Emergency Services Chapter of the North Dakota Century Code. As an example on the local level, a burn ban could be issued when the fire danger is below the extreme category, but local and mutual aid fire resource capabilities have been severely diminished by continual response to multiple area fires created by a combination of weather conditions, abundance of dry natural vegetative or man-made materials and local activities such as holiday celebrations, hunting and/or camping. To protect property and provide for the safety and well-being of citizens, a fire emergency declaration with burn ban documentation could be declared until capabilities to fight fires have been restored and/or conditions improve. Further information can be found in the [NDDDES Burn Ban/Restrictions Guidance](#), and the [North Dakota Fire Danger Guide](#).

3.7.2.6 *Federal Government*

3.7.2.6.1 *General*

The Stafford Act has provisions for Emergency and Major Disaster Declarations. Both Presidential Declaration types authorize the Federal Government to provide supplemental federal disaster assistance to state, local, and tribal governments.

In many instances, declarations allow the issuing level of government the authority to access their emergency funding. They formally activate Emergency Operations Plans and align the agencies from the issuing government towards cooperatively addressing the emergency or disaster.

FEMA monitors developing or actual disaster/emergency occurrences. The FEMA Region VIII Liaison Officer assigned to North Dakota will be in close contact with the NDDDES, as well as with federal agencies having disaster emergency assistance responsibilities and capabilities before, during, and after an emergency/disaster. A completed state request, addressed to the President, is sent to the FEMA Region VIII Administrator. The Regional Administrator evaluates the damage and requirements for

federal assistance, and makes a recommendation to the Director of FEMA, who recommends a course of action to the President.

Without a Presidential disaster declaration, federal funding is unavailable. Unless the municipality has an emergency contingency fund, or the state maintains such a fund, monetary relief will remain unavailable. The Bank of North Dakota and/or Small Business Administration (SBA) may offer low interest loans depending on the severity of the damage.



3.7.2.6.2 US Secretary of Agriculture Disaster Designation

According to the United States Department of Agriculture (USDA), The Secretary of Agriculture is authorized to designate counties as disaster areas to make emergency (EM) loans available to producers suffering losses in those counties and in counties that are contiguous to a designated county. In addition to EM loan eligibility, other emergency assistance programs, such as Farm Service Agency (FSA) disaster assistance programs, have historically used disaster designations as an eligibility trigger. Further information on the process and types of disaster designations, see the [USDA Disaster Assistance Fact Sheet](#) or the [USDA Farm Service Agency website](#).

3.7.2.6.3 Emergency Declaration

A Federal Emergency Declaration can be issued for any reason if the President determines federal emergency assistance is needed. Federal Emergency Declarations supplement state and local/tribal emergency service efforts to save lives, protect property, preserve the environment and public health and safety; and/or lessen or avert the threat of a catastrophe in any part of the United States.





In many instances, the President will authorize an Emergency Declaration during response-centric operations to address emergency measures under the Public Assistance program such as:

-  Category A- Debris removal
-  Category B- Emergency Protective Measures

Once a Preliminary Damage Assessment (PDA, see below) is completed and eligibility is validated, a Disaster Declaration may be issued by the President to address permanent repair and restoration work.

3.7.2.6.4 Disaster Declaration

The President can declare a Federal Major Disaster Declaration for any natural event of such severity that it is beyond the combined response capabilities of state, local, and tribal governments. A major disaster declaration provides a wide range of federal and state assistance programs for individuals and public infrastructure, including funds for both emergency and permanent work. In many instances mitigation funding is also made available. In many instances the President will first issue an Emergency Declaration to address emergency measures and follow up with a Disaster Declaration once eligible damages are verified via a PDA. A disaster declaration will generally include permanent repair and restoration activities under the Public Assistance program. All or some of the following categories of work may be authorized:

-  Category C- Roads and Bridges
-  Category D- Water Control Facilities
-  Category E- Public Buildings and Contents
-  Category F- Public Utilities

Category G- Parks, Recreational, and Other Facilities

Damages requiring Individual Assistance (IA) may also be assessed in a separate IA PDA, and the President may also include the IA program in the federal declaration.

Local and tribal governments also issue disaster declarations similar to emergency declarations. These are also generally the first step for inclusion in a State and/or Federal Disaster Declaration.

3.7.2.6.5 Sample Declarations

 [Sample Burn Ban Declaration](#)

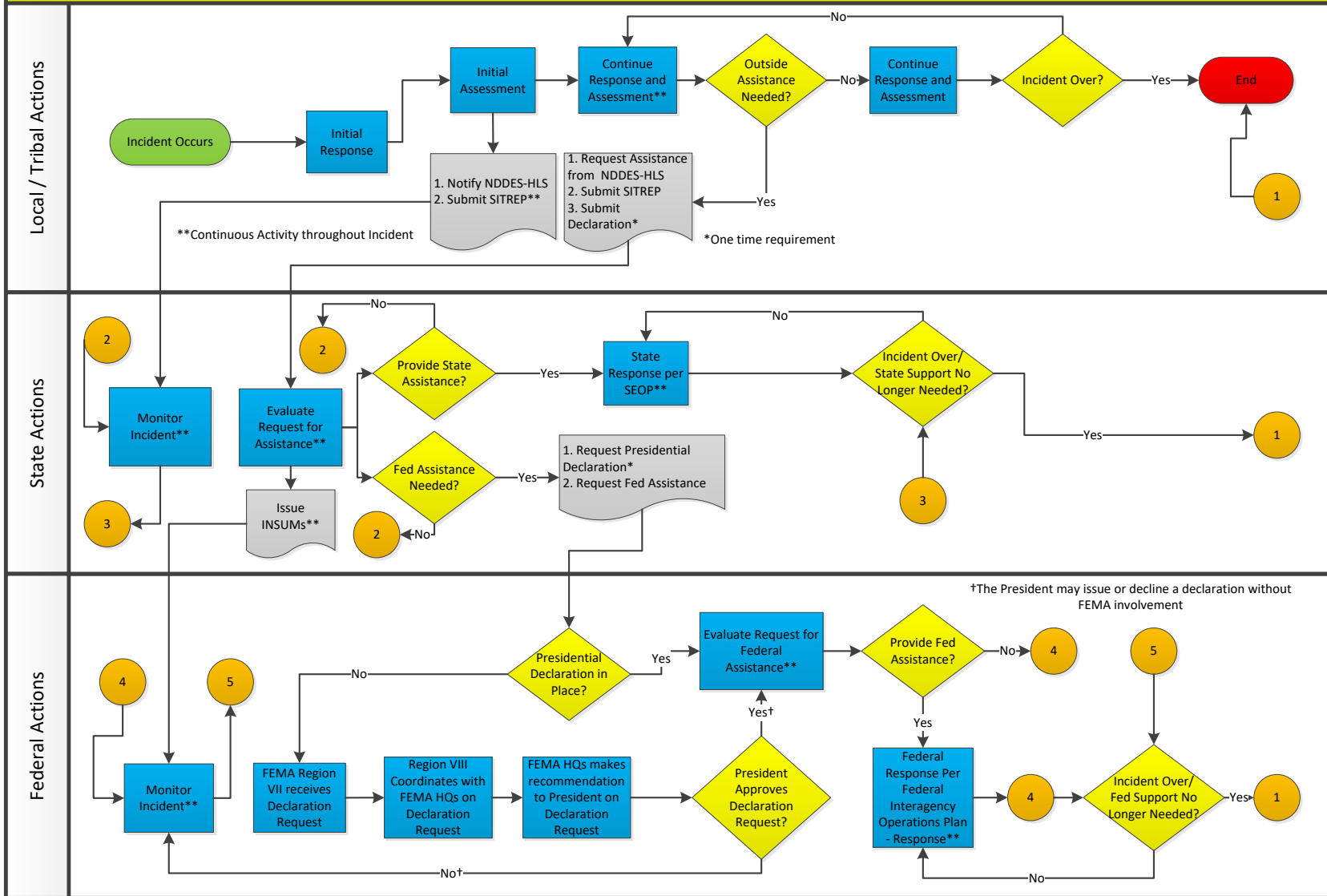
 [Sample City Declaration](#)

 [Sample Tribal Declaration](#)

 [Sample County Declaration](#)




The general declaration flow is explained below, along with key supporting actions:

Emergency and Disaster Declaration Process



3.8 Incident Command System (ICS)

ICS is a standardized, on-scene, all-hazards incident management approach that:

-  Allows the integration of facilities, equipment, personnel, procedures and communications operations within a common organizational structure.
-  Enables a coordinated response among various jurisdictions and functional agencies, both public and private.
-  Establishes common processes for planning and managing resources.




ICS is flexible and can be used for incidents of any type, scope and complexity. It allows its users to adopt an integrated organizational structure to match the complexities and demands of single or multiple incidents. ICS is applicable across disciplines and is used by all levels of government, by many nongovernmental organizations and the private sector. It is typically structured to facilitate activities in five major functional areas: Command, Operations, Planning, Logistics and Finance/Administration. All the functional areas may or may not be used based on incident needs. ICS also guides the process for planning, building and adapting the structure. Using ICS for every incident or planned event helps hone and maintain skills needed for the large-scale incidents. For further information on ICS see the [National Incident Management System \(NIMS\)](#).

3.9 Incident Action Planning

3.9.1 Process

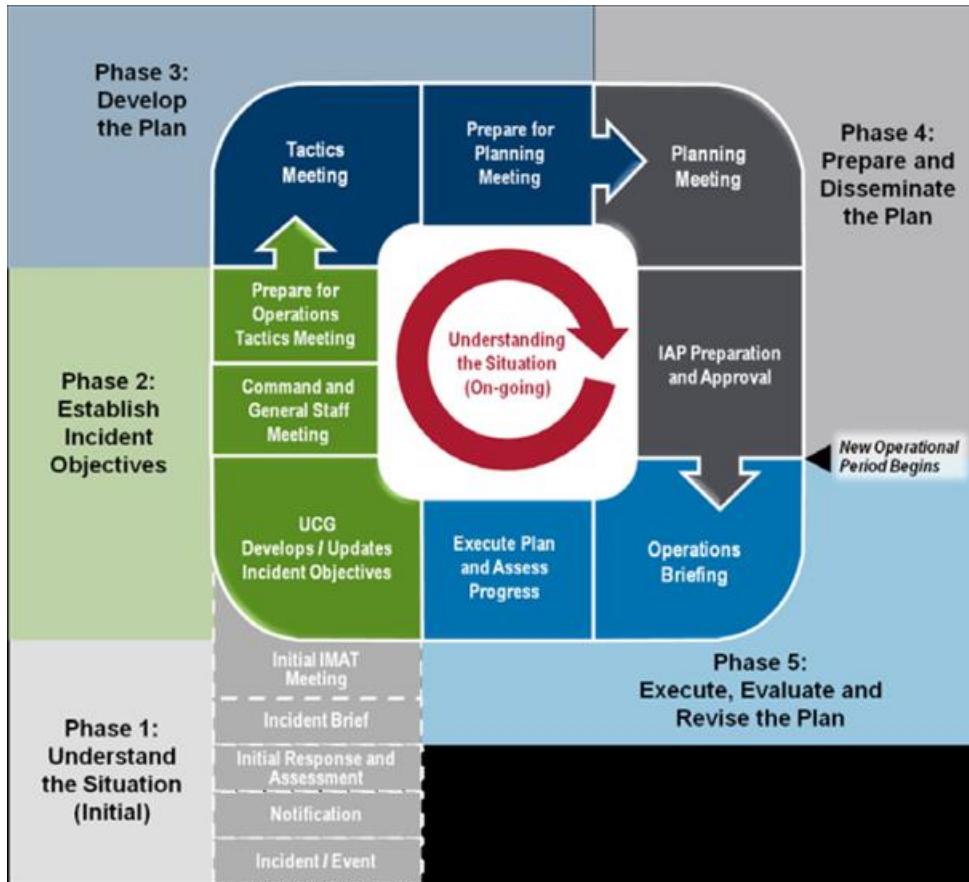
While Emergency Operations Planning (EOP) takes place before an incident, Incident Action Planning (IAP) takes place during an incident and is incident specific. It generally replaces the unknowns in an EOP with facts from the incident. The IAP is a written plan that defines the incident objectives and reflects the tactics necessary to manage an incident during an operational period.

The incident action planning process is built on the following phases:

-  **Understand the situation**-Initial situational awareness involves the gathering of information from as many sources as possible, as quickly as possible, to ensure that decision makers have the knowledge they need to make the best possible decisions. Good situational awareness must be available to incident management personnel throughout the life cycle of an incident to support timely and effective decision making.
-  **Establish incident objectives**-Unified Command establishes objectives based on incident priorities, informed situational awareness, leader intent, and delegation of authority. Incident objectives organize response, recovery, and mitigation activities.
-  **Develop the plan**-The Operations Section develops strategies to meet incident objectives and defines tactics to implement the strategies. Operations Section staff match appropriate resources to the work requirements of specific tactics. This creates work assignments, which are documented in the Operational Planning Worksheets (FEMA-ICS 215). The Safety Officer, Logistics Section Chief, Security Manager and others review work assignments and provide input during their development.

- **Prepare and disseminate the plan**-The Planning Section will fill out and assemble the FEMA ICS forms once the information is compiled, then disseminates the plan to those who need it.
- **Execute, evaluate, and revise the plan**- Once the IAP is disseminated, field personnel perform their work. Supervisors assess progress and effectiveness of the work.

3.9.2 The Planning P and Operations O



The graphic above shows the phases of the IAP with actions and meetings included. [FEMA’s Incident Action Planning Guide](#) details the entire IAP process.

3.10 Request for Assistance Protocols

3.10.1 General information






State-owned resources may be made available to jurisdictions responding to incidents or emergencies when local/tribal, mutual aid and private sector resources have been exhausted, are unavailable or cannot be deployed in time. A local/tribal declaration is necessary when requesting state or federal resources; verbal notification of a declaration will be accepted; however, a signed declaration must be submitted as soon as possible. Requests for resources should be made to the ND Department of Emergency Services (NDDes) through the Emergency Manager and/or emergency operations center

(EOC), if activated. Assets will be allocated on a priority basis depending upon the extent and duration of need, lack of availability, and delivery time.

WebEOC is the preferred method to request resources; however, in fast-developing situations, verbal requests will be accepted.

Once received by State EOC personnel, the request will be validated. EOC response will be determined by the type of resource and timeframe involved in relationship to priorities for the asset(s) across the state.

Supporting a local/tribal request may include:



-  Fulfillment from NDDDES's or other state agencies' inventories.
-  Finding the resource within non-mutual aid jurisdictions.
-  Locating availability through vendors who can meet needed timelines after the jurisdiction has exhausted all options; to include areas beyond local/tribal jurisdiction. (Securing of resources through procurement or rental is a local/tribal responsibility.)
-  Activating the Emergency Management Assistance Compact (EMAC) or Northern Emergency Management Assistance Compact (NEMAC) to provide the resource(s) from other states and Canada. (A Governor's Declaration is required for EMAC.)
-  Asking FEMA to provide the asset(s). (A Presidential Declaration is required.)

3.10.2 General Cost Rules

Declaration Status**	Local/Tribal	State*	Federal*
No Local/Tribal Declaration	100%	0%	0%
Local/Tribal Declaration Only	100%	0%	0%
Local/Tribal and State Declaration	100%	State appropriation might be used for some costs. National Guard expense is a local responsibility	0%
Local/Tribal, State, and Presidential Declaration	15%	10%	75%
Tribal and Presidential Declaration	25%	0%	75%

*State and Federal Statutory and Technical Assistance may be available at no cost regardless of declarations approved at any level of government

**In general emergency funds at any level of government cannot be accessed without a declaration. In addition, local/tribal cost share for NDNG fire-related assistance may vary. If a local/tribal declaration is issued prior to an event; the cost share is 75/25. If a local/tribal declaration is issued after the fact; the cost share is 50/50. If no local/tribal declaration is issued; the local cost share is 100%. All other NDNG assistance would follow the general cost share rules currently outlined in the NDDDES Resource Handbook

-  Local/tribal incident with no declaration
 - o 100% of all costs are borne by the local/tribal jurisdiction.
-  Local/tribal incident with a declaration

- The jurisdiction is responsible for all costs. Local/tribal emergency funds may be used.
- ➡ Incident with a Governor’s Declaration
 - 100% of all costs are borne by the local/tribal jurisdiction. It is possible that state agencies may use individual operational funds to support response.
 - Note: If National Guard support is required, the local/tribal jurisdiction is required to pay 100% of the costs.
- ➡ Incident with a Presidential Declaration
 - Normally, local/tribal jurisdictions must pay a 15% cost share of all FEMA eligible expenses. Jurisdictions will be responsible for 100% of all FEMA ineligible expenses. Federal share generally equates to 75% and the state usually pays 10%.
 - Although jurisdictions should not rely on all response costs meeting eligibility requirements, it is recognized this potential cost share affects resource deployment decisions. Jurisdictions that order resources under a Presidential Declaration are responsible for the local/tribal cost share portion of the state and federal assigned resources except for those the state deploys in a regional support mission.
- ➡ Local/Tribal cost share for NDNG fire-related assistance may vary. If local/tribal declaration issued prior to; cost share is 75/25. If local/tribal declaration issued after the fact; cost share is 50/50. If no local/tribal declaration is issued; local cost share is 100%. All other NDNG assistance would follow the general cost share rules currently outlined in the NDDDES Resource Handbook.

3.10.3 Resource Request Checklist

- ➡ **When to request**—Evaluate on the following criteria:
 - If assistance is necessary to save lives and protect property
 - When the situation is beyond the local’s/tribe’s capabilities or
 - When local/tribal resources, to include mutual aid of neighboring jurisdictions and private resources, are exhausted
- ➡ **Who makes the request**—The Emergency Manager, on behalf of the governing board, or designee in coordination with the Incident Commander
- ➡ **Whom to Contact**—NDDDES Duty Officer (701) 328-8100 or (701) 328-9921 (Request State Radio page the NDDDES Duty Officer)
- ➡ **Method of Communication**
 - WebEOC
 - NDDDES Duty Officer
 - Email— nddes@nd.gov
 - Fax (701) 328-8181








Note: Follow up with a phone call to ensure request is processed in a timely manner.

- ➡ **Information to Submit**
 - **Resource Needed** - Enter the type of resource needed, to include: quantity, size, and type or any special qualifications needed.
 - **Date and Time** - Provide the date and time of the request so the SEOC can keep the request in order as they come in.





- **Contact Name/Agency and Number** - Provide the first and last name, the organization/agency, and the phone number of the person (include a 24-hour number).
- **Point of Contact at Location** - Provide the name and a 24-hour contact for the person that will be on scene.
- **Description/Reason for Request** - Describe what the resource will be used for.
- **Location Needed** - Describe the location or provide a Latitude and Longitude of the area where the resource will be used.
- **Time Needed** - Provide a best estimate when the resource will be needed. *Example: Critical (1-3 hours) Immediate (2-8 hours) High (9-24 hours) Medium (25-48 hours) Low (48-72 hours)*
- **How Long Needed** - If the resource is expendable, enter an approximate length of time the resource is needed (i.e. 4-5 hours, however, long to clear out debris, duration of event, etc.).

3.10.4 Regional Response







Regional response is a method through which emergency response resources for a chemical/biological/radiological/nuclear/explosive (CBRNE) or structural collapse event will be identified and collectively used throughout a region. Regional efforts to quantify and coordinate these resources will greatly enhance our ability to respond to CBRNE and structural collapse events. Regional Response benefits include

-  More efficient utilization of resources.
-  Promotes collaborative efforts to share ideas, approaches, and resources.
-  Facilitates the ability of smaller jurisdictions to access resources located in larger jurisdictions.
-  Benefits larger communities during complex and catastrophic events when jurisdictional resources are not adequate.
-  Provides all jurisdictions an opportunity to exercise and use resources in a variety of ways and settings.
-  Helps identify and simplify the processes used during emergency response.
-  Results in a safer and more secure public

Regional Response Team Locations and Capability Level:








-  Northwest Region
 - Minot Fire Department-Hazmat Technical Level and Structural Collapse
 - Williston Fire Department-Hazmat Operations Level
-  Southwest Region
 - Bismarck Fire Department- Hazmat Technical Level and Structural Collapse
 - Dickinson Fire Department- Hazmat Operations Level
-  Northeast Region
 - Grand Forks Fire Department- Hazmat Technical Level and Structural Collapse
 - Devils Lake Fire Department- Hazmat Operations Level
-  Southeast Region
 - Fargo Fire Department-Hazmat Technical Level and Structural Collapse
 - Jamestown Fire Department-Hazmat Operations Level

Regional Response Teams can be verbally requested by contacting the team directly or through State Radio. The request of a team does not necessarily mean a team will be dispatched. The requesting IC will need to provide the following:




-  Description of incident
-  Type and quantity of hazmat (if known)
-  Location of incident
-  Actions taken by local response
-  Weather conditions
-  Threat to public safety, property or the environment

Regional Response Teams will not assume overall command of the incident or clean up, transport or dispose of hazardous waste (responsible party)

Regional Response Teams use the following criteria to determine whether an activation will be authorized:

-  Hazmat release or potential release from a transportation incident or fixed facility
-  Hazmat release presents actual or potential threat to public safety or the environment
-  Actual or potential structural collapse where life and safety are threatened
-  Local emergency response personnel have been dispatched, are on scene, and have made an initial assessment of the incident
-  Local authorities have determined response needs of the incident exceed local capabilities
-  NDDDES may authorize a team response when deemed necessary to protect life, property, and the environment from the effects or potential effects of a hazardous materials release or structural collapse
-  Hazmat teams typically do not respond to clandestine drug labs; however, requests by law enforcement will be evaluated on a case by case basis

Generally, teams will not be dispatched when:

-  Local authorities are on scene, have made an assessment and determine they have the local resources needed to properly manage the incident
-  Release is from the primary fuel tank(s) on a vehicle
-  Material is present in a small quantity normally handled by NDDOT




The ND Hazardous Materials/Structural Collapse Regional Response Team Request for Assistance (HMAP Request A) form and Regional Response Team Reimbursement Request Forms can be found on the NDDDES website (<https://www.nd.gov/des/forms/>).

4 Hazard Mitigation Assistance


4.1 Hazard Mitigation Grant Program (HMGP)

The purpose of HMGP is to help communities implement hazard mitigation measures following a Presidential Major Disaster Declaration in the areas of the state, tribe, or territory requested by the Governor or Tribal Executive. The key purpose of this grant program is to enact mitigation measures that

reduce the risk of loss of life and property from future disasters. The primary guidance document for this program is the [HMA Guidance](#). HMGP is authorized under Section 404 of the Robert T. Stafford Disaster Relief and Emergency Assistance Act. HMGP provides funds to states, tribes, and local communities after a disaster declaration to protect public or private property through various mitigation measures. Hazard mitigation includes long-term efforts to reduce the impact of future events. HMGP recipients (states, Federally-recognized tribes, or territories) have the primary responsibility for prioritizing, selecting, and administering state and local hazard mitigation projects. Although individuals may not apply directly to the state for assistance, local governments may sponsor an application on their behalf. There are three types of HMGP projects available to the sub-grantee:



-  Regular Projects – to implement measures that reduce flood losses, such as acquisitions, relocations, elevations, and flood proofing of existing structures. Project must be considered cost effective through a Benefit Cost Analysis.
-  5% Initiative Projects – to implement projects that are essential to the well-being of a community, such as the installation of early warning sirens and backup generators for community shelters and water supplies, but do not require a Benefit Cost Analysis review to be implemented.
-  Planning Projects – to create or update Multi Hazard Mitigation Plans which are required to access HMA program funds.

There is one that is only available to the grantee:


-  Management Costs – for the Grantee to administer the HMGP and monitor FEMA approved projects.

4.2 Pre-Disaster Mitigation Grant Program (PDM)

The Pre-Disaster Mitigation (PDM) program provides funds for hazard mitigation planning and projects on an annual basis. The PDM program was established to reduce overall risk to people and structures, while also reducing reliance on federal funding if an actual disaster occurs. There are two types of PDM projects available to the sub-grantee:



-  Regular Projects – to implement measures that reduce flood losses, such as acquisitions, relocations, elevations, and flood proofing of existing structures. Projects must be considered cost effective through a Benefit Cost Analysis.
-  Planning Projects – to create or update Multi Hazard Mitigation Plans which are required to access HMA program funds.

There is one that is only available to the grantee:


-  Management Costs – for the Grantee to administer the PDM and monitor FEMA approved projects.

4.3 Flood Mitigation Assistance Program

The Flood Mitigation Assistance (FMA) program provides funds for projects to reduce or eliminate risk of flood damage to buildings that are insured under the National Flood Insurance Program (NFIP) on an annual basis. There are two types of FMA grants available to the sub-grantee:

-  Regular Projects – to implement measures that reduce flood losses, such as acquisitions, relocations, elevations, and flood proofing of existing structures. Project must be considered cost effective through a Benefit Cost Analysis.
-  Planning Projects – to create or update Multi Hazard Mitigation Plans which are required to access HMA program funds.

There is one that is only available to the grantee:

-  Management Costs – for the Grantee to administer the PDM and monitor FEMA approved projects.

5 Damage Assessments

5.1 Damage Assessment Teams

To conduct an accurate damage assessment, local/tribal governments must have capable damage assessment teams. These teams should be identified and trained in advance of the disaster, so they will be ready when needed. The following personnel are commonly used for damage assessment teams, although all may not be needed for every disaster:




-  City/County Public Works staff
-  Township/County Officials
-  Engineers
-  Utility company personnel
-  Law enforcement and fire officials
-  Property appraisers
-  Building inspectors
-  County agricultural Extension Agents
-  Health officials
-  American Red Cross officials
-  Real estate appraisers
-  Insurance agency representatives
-  Social Services staff

5.2 Rapid Needs Assessment (RNA)

The RNA provides an initial assessment on type and extent of damages and associated impacts sustained by the community. The RNA seeks to determine the scope of disaster. It is a quick yet systematic effort, based on established Critical Information Requirements (CIRs), seeking to establish and/or enhance a Common Operating Picture (COP) among local/tribal and state officials. This COP helps determine if, and to what extent, state and/or federal assistance is warranted and should be submitted via WebEOC.

The RNA is often used to determine if the Governor should 1) request a Presidential Emergency Declaration and/or 2) direct preparation of a PDA, and 3) request a Presidential Disaster Declaration. Depending on the magnitude of the event, the RNA can be conducted by local/tribal officials, state RNA teams, or joint federal/state RNA or disaster assessment teams.

The RNA should include the following CIRs:

-  Deaths
-  Injuries
-  Further risks to life, safety, and health
-  Medical resources and needs
-  Mass care
-  Damage to public infrastructure
-  Status of lifeline services
-  Fire, search and rescue
-  Hazardous materials
-  Number of people impacted
-  Number of individuals with functional and access needs
-  Evacuation concerns
-  Damage to homes and businesses
-  Utility outages and estimated time to restoration
-  Available housing resources

5.3 Preliminary Damage Assessment (PDA)

PDAs have a broader scope than RNAs. PDAs have specific processes used to gather supporting information for a Governor's request for a Presidential Disaster Declaration authorizing federal disaster programs. The PDA is conducted after the state has determined a disaster exceeds local/tribal and state response capabilities and recovery needs. Often this determination is based off an RNA.

NDDES-HLS and FEMA have shared oversight of PDAs. Other state and federal agencies may support PDAs based on their areas of expertise. PDA teams, accompanied by state representatives, will visit impacted local/tribal jurisdictions, and other potential applicants identified by the state, to view damages first-hand, assess damage scope, estimate repair/replacement costs, identify unmet needs, and gather other information for management purposes. NDDES-HLS recovery personnel analyze the results of PDAs to validate if the situation is beyond the combined capabilities of local, tribal and state resources, and verify the need for supplemental federal assistance. The PDA also provides insight into potential recovery issues.

Two types of PDAs may be conducted by FEMA at state request – Public Assistance (PA) and Individual Assistance (IA).

Public Assistance PDAs determine the scope and magnitude of damages/impacts to public infrastructure. The findings provide data on the loss of essential utilities, damage to infrastructure, and concentration of damages broken out by the categories detailed above in Emergency and Disaster Declarations.

The joint Individual Assistance (IA) PDA, conducted by FEMA, State and SBA, determines the degree of damage to personal property and the estimated number of individuals and businesses with unmet needs. The team normally consists of local/tribal, state, FEMA, SBA and FEMA External Affairs. The PDA collection information on the indicators used to determine eligibility for an IA declaration. These indicators include: concentration of damages; numbers of deaths and injuries; large-scale disruption of

community activities; and the level of voluntary agency assistance. Other important information collected during a PDA include: need for rental assistance, home repair estimates, percentage of homeowners with insurance, general income level of the impacted area, number and location of damaged and/or inaccessible homes and businesses and impacts to cultural resources and special populations.

The Governor will use the information gathered during PDAs to request a Presidential Disaster Declaration along with federal assistance to supplement state and local/tribal resources.

CIRs for PDAs are the same or similar to RNAs but are more in-depth and quantified.

6 Available Assistance

6.1 Public Assistance

According to FEMA the Public Assistance (PA) program's mission is to aid State, Territorial, Indian Tribal, and local governments, and certain types of Private Nonprofit (PNP) organizations so that communities can quickly respond to and recover from major disasters or emergencies declared by the President. The program provides supplemental federal grant assistance for debris removal, emergency protective measures and restoration of disaster damaged, publicly-owned facilities and the facilities of some PNPs. The program also encourages protection of the facilities from future events by providing assistance for some hazard mitigation measures.

6.1.1 Eligibility

6.1.1.1 Applicant

Eligible applicants include:



State Governments



Local Governments including:

- Counties
- Municipalities, cities, towns, boroughs, and townships
- Local public authorities
- School districts
- Intrastate districts
- Councils of governments
- Regional and intrastate government entities
- Agencies of local government
- Federally recognized tribes
- Special districts established under state law

Note: The State or political subdivision of the State may submit applications on behalf of rural communities, unincorporated towns or village and other public entities.



Tribal Governments-Federally recognized Indian Tribal Governments

- Private nonprofit organizations or institutions that own or operate facilities open to the public that provide certain services otherwise performed by a government agency. These services include: Education, Utility, Emergency, Medical, Custodial Care and other essential governmental services.

6.1.1.2 Facility

An eligible facility is any building, works, system, or equipment that is built or manufactured, or any improved and maintained natural feature that is owned by an eligible public or private nonprofit (PNP) applicant with certain exceptions.

Examples of eligible public facilities include:

- Roads (non-federal aid)
- Sewage Treatment Plants
- Airports
- Irrigation
- Schools
- Buildings
- Bridges and Culverts
- Utilities

Examples of eligible private non-profit facilities include:




- Educational facilities (classrooms, supplies, and equipment)
- Gas, Water, and Power systems
- Emergency facilities (fire stations and rescue squads)
- Medical facilities (hospitals and outpatient centers)
- Custodial care facilities
- Houses of Worship
- Other essential government services (to be eligible these PNP facilities must be open to the public)

Restrictions

- Mixed use facilities-If a facility was being used for both eligible and ineligible services it is considered mixed use and its primary use, or more than 50%, must be for eligible services to be considered eligible. Funding may be available on a prorated basis.
- Inactive facilities- Facilities that were not in active use at the time of the disaster are not eligible except in those instances where the facilities were only temporarily inoperative for repairs or remodeling, or where active use by the applicant was firmly established in an approved budget, or where the owner can demonstrate to FEMA's satisfaction an intent to begin use within a reasonable time.
- Facility scheduled for repair or replacement- Facilities that are scheduled for repairs using nonfederal funds may be eligible provided the damage claimed didn't exist prior to the incident. Facilities scheduled for replacement within 12 months of the incident using federal funds is not eligible.

6.1.1.3 Work

The Public Assistance Program provides grant funding for emergency protective measures and debris removal (Emergency Work) and for permanent restoration of damaged facilities including some hazard mitigation (Permanent Work). FEMA further separates emergency work into two categories and permanent work into five categories based on general types of facilities. To meet eligibility requirements work must meet the following at a minimum:

-  Required as a result of the declared incident
-  Located within the designated area defined in the declaration
-  Must be the legal responsibility of the applicant requesting assistance

6.1.1.3.1 Emergency Work

6.1.1.3.1.1 Category A: Debris Removal

Clearance of trees and woody debris, certain building wreckage, damage/destroyed building contents; sand, mud, silt, and gravel; vehicles; and other disaster-related material deposited on public and, in very limited cases, private property.

6.1.1.3.1.2 Category B: Emergency Protective Measures

Measures taken before, during, and after a disaster to eliminate or reduce an immediate threat to life, public health, or safety, or to eliminate or reduce an immediate threat of significant damage to improved public and private property through cost-effective measures.

6.1.1.3.2 Permanent Work

6.1.1.3.2.1 Category C: Roads and Bridges

Repair of roads, bridges, and associated features, such as shoulders, ditches, culverts, lighting, and signs.

6.1.1.3.2.2 Category D: Water Control Facilities

Repair of drainage channels, pumping facilities, and some irrigation facilities. Repair of levees, dams, and flood control channels fall under Category D, but the eligibility of these facilities is restricted.

6.1.1.3.2.3 Category E: Buildings and Equipment

Repair or replacement of buildings, including their contents and systems; heavy equipment; and vehicles.

6.1.1.3.2.4 Category F: Utilities







Repair of water treatment and delivery systems; power generation facilities and distribution facilities; sewage collection and treatment facilities; and communications.

6.1.1.3.2.5 Category G: Parks, Recreational Facilities, Other Facilities

Repair and restoration of parks, playgrounds, pools, cemeteries, mass transit facilities, and beaches. This category also is used for any work or facility that cannot be characterized adequately by Categories A-F.

6.1.1.4 Costs



To be eligible under the PA program, costs must be:


-  Directly tied to the performance of eligible work;
-  Adequately documented;
-  Reduced by all applicable credits (insurance proceeds, salvage values)
-  Authorized and not prohibited under any applicable government laws and regulations;
-  Consistent with the applicant's policies, regulations and procedures that apply to uniformly to Federal awards and other applicant activities; and
-  Necessary and reasonable to accomplish the work properly and efficiently

A cost is generally considered reasonable if it doesn't exceed the amount a prudent person would consider reasonable under prevailing circumstances at the time the decision to incur the cost was made. Considerations should be given to whether the cost is of a type generally recognized as ordinary and necessary for the subject facility and type of work and whether the individuals concerned acted with prudence in conducting the work.

6.1.2 Record Keeping

According to FEMA's Public Assistance Guide, it is critical that the applicant establish and maintain accurate records of events and expenditures related to disaster recovery work. The information required for documentation describes the who, what, when, where, why, and how much for each item of disaster recovery work. This information should include the completed Project Worksheet (PW); completed Special Considerations Questions form; estimated and actual costs; force account labor; force account equipment, materials, and purchases; photographs of damage; work underway and work completed; insurance information; environmental and/or historic alternatives and hazard mitigation opportunities considered; environmental review documents; receipt and disbursement documents; and records of donated goods and services, if any. The applicant should have a financial and record keeping system in place that can be used to track these elements. The importance of maintaining a complete and accurate set of records for each project cannot be over-emphasized. Good documentation facilitates the project formulation, validation, approval, and funding processes. All the documentation pertaining to a project should be filed with the corresponding PW and maintained by the applicant as a permanent record of the project. These records become the basis for verification of the accuracy of project cost estimates during validation of small projects, reconciliation of costs for large projects, and audits. Applicants should begin the record keeping process before a disaster is declared by the President. To ensure that work performed both before and after a disaster declaration is well documented, potential applicants should:

-  Designate a person to coordinate the compilation and filing of records;
-  Establish a file for each site where work has been or will be performed; and

-  Maintain accurate disbursement and accounting records to document the work performed and the costs incurred.

Grantees must maintain records for a minimum of three years from the date of the final Financial Status Report (FSR) or follow their standard record retention policy requirements if that policy dictates record retention beyond the three-year requirement. Applicants must meet their own record retention requirements if they are longer than the Grantee's. Otherwise, they must follow the Grantee's requirements. If the applicants are required to submit an FSR to the Grantee, the beginning date for record retention is the date of the final FSR. If the FSR is not required, the beginning date for record retention is the final certification of completion of the applicant's last project. Applicants may refer to the [Public Assistance Applicant Handbook](#), for additional information regarding record keeping.

Record keeping forms can be found at the [NDDDES Website's Disaster Recovery toolbox](#) or at FEMA's Public Assistance: [Resources and Tools](#).

6.2 Individual Assistance

6.2.1 General Information

Individual assistance is aid which may be provided to individuals and households in Presidentially-declared disaster areas.

6.2.2 Types

6.2.2.1 Crisis Counseling Program (CCP)

The Crisis Counseling Program (CCP) helps individuals and communities recover from the effects of natural and human-caused disasters through community-based outreach and psycho-educational services. The CCP supports short-term interventions that involve the counseling goals of assisting disaster survivors in understanding their current situations and reactions, mitigating stress, assisting survivors in reviewing their disaster recovery options, promoting the use or development of coping strategies, providing emotional support, and encouraging linkages with other individuals and agencies who may help survivors to recover to their pre-disaster level of functioning.





6.2.2.2 Disaster Unemployment Assistance (DUA)

The Disaster Unemployment Assistance (DUA) program provides unemployment benefits and re-employment services to individuals who have become unemployed because of major disasters. Benefits begin with the date the individual was unemployed due to the disaster incident and can extend up to 26 weeks after the Presidential Declaration date.

6.2.2.3 Disaster Legal Services (DLS)

Disaster Legal Services (DLS) provides legal assistance to low-income individuals who, prior to or as a result of the disaster, are unable to secure legal services adequate to meet their disaster-related needs.

Through an agreement with FEMA, the Young Lawyers Division of the American Bar Association provides free legal assistance to qualifying disaster victims as follows:



-  Assistance with insurance claims (life, medical, property, etc.)
-  Counseling on landlord/tenant problems
-  Assistance with consumer protection matters, remedies, and procedures
-  Replacement of wills and other important legal documents destroyed in a major disaster

6.2.2.4 *Disaster Case Management (DCM)*





Disaster Case Management (DCM) allows for a coordinated approach to delivery of services to survivors. Disaster case managers assist survivors in accessing a broad range of resources. The process involves an assessment of the survivor's verified disaster-caused unmet needs, development of a goal-oriented plan that outlines the steps necessary to achieve recovery, organization and coordination of information on available resources that match the disaster-caused need, and the monitoring of progress toward reaching the recovery plan goals, and when necessary, client advocacy.

6.2.2.5 *Individuals and Households Program Assistance*

FEMA's Individuals and Households Program provides financial and direct services to eligible individuals and households affected by a disaster who have uninsured or underinsured necessary expenses and serious needs. Types of assistance that may be available through the Individuals and households Program include:

-  Financial Housing Assistance:
-  Rental Assistance – Funding while repairs are being made to the pre-disaster primary residence or while transitioning to permanent housing.
 - Lodging Expense Reimbursement – Funding for hotels, motels, or other short-term lodging while an applicant is displaced from his or her primary residence.
 - Home Repair Assistance – Funding to help repair an owner-occupied primary residence, utilities, and residential structure, including privately-owned access routes, to a safe and sanitary living or functional condition.




Home Replacement Assistance – Funding to help homeowners replace an uninsured or under-insured primary residence destroyed by a disaster. Direct Housing Assistance (used when a lack of available housing resources exists):

-  Manufactured Housing Units – Manufactured homes provided by FEMA and made available to use as temporary housing.
-  Multi-Family Lease and Repair – FEMA enters into lease agreements with owners of multi-family rental properties located in disaster areas and make repairs or improvement to provide temporary housing to disaster survivors.
-  Permanent or Semi-Permanent Housing Construction – Home repair and/or construction services provided outside the continental United States are other locations where no alternative housing resources are available.
-  Other Needs Assistance-grants for necessary and serious needs caused by the disaster. This includes medical, dental, funeral, personal property, transportation, moving and storage,



and other approved expenses. The homeowner may need to apply for an SBA loan before receiving assistance.

6.3 Small Business Administration Disaster Loan

The SBA can provide low interest disaster loans to repair or replace real estate, personal property, machinery and equipment and inventory and business assets not covered by insurance. The SBA can provide three types of disaster loans to qualified homeowners and businesses:

-  [Home disaster loans](#) to homeowners and renters to repair or replace disaster-related damages to home or personal property
-  [Business physical disaster loans](#) for losses not fully covered by insurance
-  [Economic injury disaster loans](#) for small businesses, small agricultural cooperatives and most private nonprofit organizations that have suffered substantial economic injury. Substantial economic injury means the business is unable to meet its obligations and to pay its ordinary and necessary operating expenses.

SBA declaration criteria

-  Physical Damage – any combination of 25 homes, businesses and non-profits that have suffered at least 40% uninsured (or underinsured) loss or damage.
-  Economic Injury – at least three businesses each sustain 40% or more loss of fair market value of property as a direct result of physical damage and 25% or more of the workforce would be unemployed for at least 90 days.

6.4 Supplemental Nutrition Assistance Program (SNAP)

SNAP provides eligible households with supplemental nutrition assistance through established programs when income is lost due to a declared disaster. This program is administered by the U.S. Department of Agriculture through the N.D. Department of Human Services. SNAP helps household who meet income requirements receive assistance to purchase groceries or qualifying food products.

6.5 Tax Relief

State and federal governments may provide reimbursement or tax relief to survivors with substantial verified disaster-caused losses. The North Dakota Office of the State Tax Commissioner has granted extensions to file North Dakota tax returns for sales and use tax, motor fuels taxes, and income tax withholding for individuals and businesses affected by disasters. Section 706 of the National Disaster Relief Act provides relief to individual taxpayers whose personal-use property was damaged or destroyed in a federally declared disaster area. To qualify, a loss must be attributable to a federally declared disaster and occur in an area determined by the President to warrant federal assistance.

6.6 Duplication of Benefits

Duplication of benefits occurs when a recipient receives assistance from more than one federal source, and it is used for the same purpose or activities. By law, federal assistance cannot duplicate funds received by or available to applicants or sub-applicants from other sources for the same purpose. State-

funded recovery programs have similar provisions. The NDDDES Individual Assistance Officer assists local/tribal jurisdictions with duplication of benefits searches.

6.7 Fire Management Assistance Grant

Fire Management Assistance Grant declarations operate on a 24-hour real-time basis and are frequently conducted over the telephone with written follow-up. The Governor or the Governor’s Authorized Representative submits a request for a fire management assistance declaration to the Regional Administrator (RA) while the fire is burning uncontrolled and threatening such destruction as would constitute a major disaster. The Regional Fire Duty Officer gathers the state’s information and calls upon a Principal Advisor for a technical assessment of the fire and develops a briefing for the RA. The RA decides to approve or deny the declaration request. The request is approved or denied based on:

- The conditions that existed at the time of the request;
- Whether or not the fire or fire complex threatens such destruction as would constitute a major disaster.

Four criteria are used to evaluate the threat posed by a fire or fire complex:

- Threat to lives and improved property, including threats to critical facilities/infrastructure, and critical watershed areas;
- Availability of state and local/tribal firefighting resources;
- High fire danger conditions, as indicated by nationally accepted indices such as the National Fire Danger Ratings System; and
- Potential major economic impact.

Following the Regional Administrator’s decision, the Region contacts the State to inform of approval or denial. Once a determination is rendered, the Regional Point of Contact (POC) provides a summary email of the declaration facts to the Regional Administrator and other FEMA leadership. [The Fire Management Assistance Grant Program \(FMAGP\)](#) provides a 75% federal cost share for actual eligible costs incurred

7 Record of Change and Plan Development and Maintenance Schedule

Date	Summary of Changes
3/9/2015	New version of Disaster Procedures Guide
9/27/2017	Added Record of changes and Plan and Maintenance schedule
2/28/2019	Complete review using 6 step process

The preparation and revision of the Disaster Procedures Guide (DPG) will be the responsibility of the North Dakota Department of Emergency Services. The DPG will be developed, evaluated, maintained and revised in accordance with the planning section schedule using the NDDDES-HLS Six Step Planning Process. In addition, the following events may set conditions for consideration of an out of cycle update and/or development of new planning products: a significant change in operational procedures, a formal update of planning guidance, standards, and/or doctrine or a change in state and/or federal law. Whenever a change is made, the date of the change will be noted on the “Record of Changes” section.

8 Toolkit/Reference Links

Burn Ban Declarations- Century Code-North Dakota Disaster Act of 1985 **37-17.1-10.1.** Burn ban <http://www.legis.nd.gov/cencode/t37c17-1.pdf?20140505093511>

CERT information- <https://www.ready.gov/community-emergency-response-team>

Core Capabilities- <http://www.fema.gov/core-capabilities>

Damage Assessments-Preliminary Damage Assessments-Building Condition Assessment
<https://www.fema.gov/media-library-data/1459972926996-a31eb90a2741e86699ef34ce2069663a/PDAManualFinal6.pdf>

Declaration Process- <http://www.legis.nd.gov/cencode/t37c17-1.pdf?20140505093511>

Stafford Act- <http://www.fema.gov/robert-t-stafford-disaster-relief-and-emergency-assistance-act-public-law-93-288-amended>

NDDDES Disaster Recovery- <http://www.nd.gov/des/disaster/>

Drought Information

http://www.usda.gov/wps/portal/usda/usdahome?contentid=usda_drought_programs.html&contentidonly=true

Drought Declaration: <https://www.fsa.usda.gov/programs-and-services/disaster-assistance-program/disaster-designation-information/index>

EOC Action Plan forms- Located in WebEOC file library/Emergency Operations Center Action Plan

Emergency Management Performance Grant- <http://www.nd.gov/des/homeland/grants/info/>

Fire Danger Guide <https://www.nd.gov/des/uploads/resources/154/fire-danger-guide-web-pdf.pdf>

Fire Danger Map <http://www.ndresponse.gov/burn-ban-restrictions-fire-danger-maps>

Fire Management Assistance Grant- <https://www.fema.gov/fire-management-assistance-grant-program>

GIS Mapping: <https://des-ndgov.maps.arcgis.com/home/index.html>

Hazard Mitigation Assistance- <https://www.fema.gov/hazard-mitigation-assistance>

Hazmat programs- <http://www.nd.gov/des/planning/haz-chem/>

Homeland Security Grant Program Forms- <https://www.nd.gov/des/homeland/grants/info/>

IAP Planning Process- http://www.fema.gov/media-library-data/20130726-1822-25045-1815/incident_action_planning_guide_1_26_2012.pdf

ICS information- https://www.fema.gov/media-library-data/1508151197225-ced8c60378c3936adb92c1a3ee6f6564/FINAL_NIMS_2017.pdf

ICS Forms- <https://training.fema.gov/icsresource/icsforms.aspx>

LEPC Handbook- <http://www.nd.gov/des/uploads/resources/570/local-emergency-planning-committee-handbook-10-2009.pdf>

Mission Areas- <http://www.fema.gov/mission-areas>

MSDS Information <http://hazard.com/msds/>

Mutual Aid (State Recommended) form:

<http://www.nd.gov/des/uploads%5Cresources%5C749%5Cmutualaidagreement-complete.pdf>

National Disaster Housing Strategy- http://www.fema.gov/media-library-data/20130726-1819-25045-9288/ndhs_core.pdf

National Fire Protection Association- <https://www.nfpa.org/>

National Institute for Occupational Safety and Health (NIOSH)

Emergency preparedness and response resources-

http://www.cdc.gov/niosh/emres/?s_cid=3ni7d2eml09102014

[NIOSH Pocket Guide to Chemical Hazards](#)

National Weather Service:

Grand Forks Weather (NWS) <http://www.crh.noaa.gov/fgf/>

Rivers and Lakes: <http://water.weather.gov/ahps2/index.php?wfo=fgf>

Bismarck Weather (NWS) <http://www.crh.noaa.gov/bis/>

Rivers and Lakes: <http://water.weather.gov/ahps2/index.php?wfo=bis>

Partner Quick brief page https://www.weather.gov/bis/partner_quick_brief

Weather Threat Matrix Statewide Situational Awareness tool

https://www.weather.gov/fgf/main_table

NWS Enhanced Data Display GIS-centric meteorological display.

<http://preview.weather.gov/edd/>

Storm Data Database of Storm Events back to January 1950.

www.ncdc.noaa.gov/data-access/severe-weather

NWS Chat- <https://nwschat.weather.gov/>

Spot Forecasts-Request specific forecasts for Wildfires, Prescribed Fires, Hazmat and Search and Rescue incidents. Bismarck-<http://spot.nws.noaa.gov/cgi-bin/spot/spotmon?site=bis>

Grand Forks- <http://spot.nws.noaa.gov/cgi-bin/spot/spotmon?site=fgf>

NOAA response tools for oil and chemical spills: <http://response.restoration.noaa.gov/oil-and-chemical-spills/chemical-spills/response-tools/guide-responder-tools.html>

NWS Social Media:

Facebook

<https://www.facebook.com/NWSBismarck>

<https://www.facebook.com/NWSGrandForks>

YouTube

<https://www.youtube.com/user/NWSBismarck>

<https://www.youtube.com/user/NWSGrandForks>

Twitter

<https://twitter.com/NWSBismarck>

<https://twitter.com/NWSGrandForks>

NDDES Duty Officer Contact information- <http://www.nd.gov/des/planning/operations/>

NDDES Local/Tribal EM Roles and Responsibilities-
http://www.nd.gov/des/uploads/resources/894/role_em_final.pdf

NDDOT

News Releases <http://www.dot.nd.gov/dotnet2/news/newsrelease.aspx?year=2010>

Travel Information <http://www.dot.nd.gov/travel-info/>

ND Department of Tourism-

Tourist Information <http://www.ndtourism.com/>

Events- <http://www.ndtourism.com/whatdo/events/>

ND Oil and Gas- <https://www.dmr.nd.gov/oilgas/>

Public Assistance Program- <http://www.fema.gov/public-assistance-local-state-tribal-and-non-profit>

Public Assistance Applicant Handbook- https://www.fema.gov/media-library-data/20130726-1826-25045-9911/fema_publication_323_pa_applicant_s_handbook_3_1_10.pdf

Public Assistance Debris Management Guide-https://www.fema.gov/media-library-data/20130726-1826-25045-7418/fema_325_debris_management_guide_2007.07.25.pdf

Public Assistance Program Field Operations Pocket Guide- https://www.fema.gov/media-library-data/1401828490941-5affbe7761193f29dbd24df694e2ad98/FEMA_PA_Pocket_Guide.pdf

Public Assistance Record Keeping-NDDDES link to forms (Disaster Recovery Toolbox)-
<http://www.nd.gov/des/disaster/> FEMA: <http://www.fema.gov/public-assistance-resources-and-tools>

Regional Response Information- <http://www.nd.gov/des/homeland/regional-response-coordinators/>

Robert T. Stafford Disaster Relief and Emergency Assistance Act- <https://www.fema.gov/media-library/assets/documents/15271?fromSearch=fromsearch&id=3564>

Roles and Responsibilities of Emergency Managers-
http://www.nd.gov/des/uploads/resources/894/role_em_final.pdf

Training- <http://www.nd.gov/des/training/>

USDA Disaster Assistance Programs
<http://www.fsa.usda.gov/FSA/webapp?area=home&subject=diap&topic=landing>

US Geological Survey (USGS) Real Time Data for North Dakota (Stream Flows)-
<http://waterdata.usgs.gov/nd/nwis/current/?type=flow>

US Army Corps of Engineers (USACE)-Missouri River Basin Reservoir Information (<http://www.nwd-mr.usace.army.mil/rcc/current.html>)

USEPA-List of Lists https://www.epa.gov/sites/production/files/2015-03/documents/list_of_lists.pdf

WebEOC- [Log In](#)