

- e. Depending on the size and geographical impact of the event, more than one BC may be needed to accommodate all responding personnel.

F. Interface With County Logistical Operations Plans

- 1. Each County will develop logistics operations and commodity distribution plans for receiving, storing, handling and distribution of resources.
- 2. These plans will identify County personnel responsible for logistical operations.
- 3. SCEMD has provided a template to assist in the development of local commodity distribution plans
- 4. County plans should detail receiving, distribution of commodities and other resources.
- 5. Counties will maintain a current list of Points of Distribution (POD) locations.
- 6. Counties should designate and train staff in POD operations.

G. Determination of Commodity Needs

- 1. State
 - a. The State, in coordination with FEMA, will anticipate immediate resources needed by an affected populace and implement procurement and distribution to Counties whenever practical before or as soon as possible following an incident.
 - b. Until more reliable information is available, the State will base the number of affected population and resource needs on estimates of customers without commercial electric power (see Logistics SOP for methodology).
 - c. Once immediate needs have been met, the State will coordinate with County Emergency Management officials to determine the population affected and resource needs within their jurisdictions.
 - d. Once reliable information is available, resource needs will be determined by POD throughput data.
 - e. Once Counties have exhausted all of their resources and they begin to request assistance from the State, the State will procure the resources needed and distribute them to County governments based on operational period priorities.

2. County

- a. Counties will conduct an assessment following a disaster. Once initial damage assessments are complete, Counties will determine the number of residents affected by an incident and the type and amount of resources needed.
- b. The County will report to the State the extent of the damage, the population affected within its jurisdiction and request the needed resources.
- c. Through the State Logistics Section, Counties will confirm operability of PODs and transportation routes to the PODs after hazardous conditions have passed.

H. County Resource Requests

- 1. The County determines the needs of its citizens and submits requests to the State.
- 2. The county will ensure that all local options have been exhausted prior to submitting a resource request to the State (i.e. all county resources, local mutual aid, state-wide mutual aid, contracts, local rental or purchase capability).
- 3. Requests are submitted to the State through one of the following methods:
 - a. Directly through a Resource Request in WebEOC.
 - b. Through telephone contact with the assigned supply unit desk. The Supply Unit will enter the request into Resource Manager and task or assign the request.
 - c. All requests must clearly state items and quantities needed, delivery location, and POC with telephone number.

I. State Resource Acquisition

- 1. Before sending a request to ESF-7 (Finance and Administration) to purchase items, the Supply Unit will check with ESF-18 (Donated Goods and Volunteer Services) for available items.
- 2. When possible, the State will use pre-existing contracts to purchase items.
- 3. The State will order resources from FEMA when FEMA is the best and most expedient source for urgent needs.

J. Resource Distribution

1. The provision of commodities will generally follow one of these procedures:
 - a. From the ISB or supplier to the County POD sites utilizing federally contracted transportation assets.
 - b. Provision of other resources will flow from the RSA or directly from the supplier to the requested location.
2. The Logistics Section will conduct a daily conference call at 6:00 PM with all affected Counties to determine commodity needs, daily distribution from PODs and shipment deliveries. Following the conference call, Counties should transmit their POD locations, commodity requirements and other related to the Supply Unit.
3. The Logistics Section will process requests for equipment in order of priority and shipped to the requestor as soon as possible.
4. The Logistics will process the requests following the SEOC request processing procedure. [SEOC SOP, section (V) (B)].
5. When an order is shipped, the ISB or RSA will notify the receiving County of the shipments departure and give an expected time of arrival.
6. Counties will receive shipments and be responsible the unloading and distribution of delivered items.
7. Counties are responsible for obtaining the Bill of Lading and/or other paperwork from the delivery service and for forwarding copies to the Resource Unit in the Logistics Section in the SEOC.
8. Items Not Immediately Available
 - a. If a requested item is not immediately available, the Supply Unit will notify the Supply Unit Leader.
 - b. The Supply Unit Leader will investigate other methods of acquiring the item or task ESF-7 (Finance and Administration) for purchase.
 - c. Once acquired, ESF 7 (Finance and Administration) and the Supply Unit will coordinate for shipment.
 - d. Once an item has been ordered by ESF-7, the county that placed the order will be responsible for payment. In most cases the item cannot be canceled or returned.