

**SUPPORT ANNEX 4:
PRIVATE SECTOR COORDINATION**

PRIMARY AGENCIES

Pierce County Department of Emergency Management

SUPPORT AGENCIES

Terrorism Early Warning System

Regional Chambers of Commerce

Economic Development Council, Pierce County

I. Introduction

This annex describes the policies, responsibilities, and concept of operations for incident management activities involving the private sector during actual or potential response and recovery activities. In this context, the annex further describes the activities necessary to ensure effective coordination and integration with the private sector, including the County's critical infrastructure, key resources, and other business and industry components.

II. Purpose, Scope, Situation, Assumptions

A. Purpose

This Annex will establish emergency management functions and responsibilities of Pierce County Department of Emergency Management, and public and private organizations that aid in the response and recovery from any hazard that could impact the County.

The plan is also intended to do the following:

1. Establish who is in command in case of a disaster.
2. Clearly designate disaster related functions assigned to government agencies based upon capabilities and mandated responsibilities.
3. Identify available sources of equipment and manpower in government agencies to utilize during disaster events.
4. Identify resources, manpower and equipment available from the private sector and general public to provide assistance during disasters.
5. Identify and clarify funding sources of manpower and other resources during disasters.

6. Provide coordination between agencies to achieve assigned function.
7. Organize volunteers when there is a determined need.

B. Scope

1. This annex forms the foundation for the county and its private sector partners in overcoming the difficulties inherent in disaster response and recovery. This annex covers how the county interacts and provides support to the private sector by outlining roles, responsibilities, and communications.
2. This annex does not alter existing private sector responsibilities for emergency management under the law. Existing contractual or other legal relationships between regional agencies and the private sector are not superseded by this annex.
3. This annex does not include the roles of volunteer and NGOs. These are discussed in the Volunteer and Donations Management Plan, and throughout the different ESFs.

III. Situations and Assumptions

A. Emergency/Disaster Conditions and Hazards

1. The Pierce County Hazard Identification and Risk Assessment analyzes 19 different hazards that could impact Pierce County. Many, although not all, of these hazards could create a situation where Public/Private Coordination will be necessary both for response as well as recovery. Refer to the Pierce County Hazard Identification and Risk Assessment (HIRA) published separately.
2. Although a Pierce County Critical Infrastructure Protection (CIP) plan has not been developed, hundreds of Critical Infrastructure/Key Resources (CIKR) and high consequence systems have been identified and can be found on Pierce County's DEM Portal. The DEM Portal is a unique mechanism to share critical infrastructure information.

B. Planning Assumptions

1. Ownership of critical infrastructure in Pierce County is split between the private sector and local, state, and the federal government.
2. Private sector has taken actions to harden critical infrastructure against natural and technological emergencies and disasters.
3. Pierce County will be reliant on private sector resources to return damaged or non-functioning critical infrastructure to working order.
4. Any damage, stoppage, or malfunction of the regional private sector infrastructure will have a negative impact on the regional economy.

IV. Concept of Operations

A. General

The private sector is encouraged to follow the operational concept for incident management specified in the NIMS.

The concept of operations in this annex covers the specific organizations and actions developed that are required to effectively and efficiently integrate incident management operations with the private sector. These are detailed in the sections that follow.

B. Organizations for Operations with the Private Sector

Specialized organizations that facilitate coordination with the private sector are designed to provide for critical needs as listed below:

1. Processes to determine the impact of an incident.
2. Procedures for communication that facilitate a shared situational awareness across industry and infrastructure sectors and between the public and private sectors, including individuals with special needs.
3. Procedures for coordination and priority setting for incident management support and response, and the prioritizing of the delivery of goods and services after an incident.
4. Processes to inform local decision makers to help determine appropriate recovery and reconstitution measures, particularly in cases where they may result in indemnity, liability, or business losses for the private sector.
5. Procedures for the County to obtain goods and services necessary for the restoration and recovery of Critical Infrastructure and Key Resources (CIKR) and other key elements of the economy on a priority basis.

C. Sector-Specific Agencies

Sector-Specific Agencies (SSAs) are state agencies or departments responsible for infrastructure protection activities in a designated critical infrastructure sector or key resource category. SSAs focus on overarching CIKR protection, risk management, and information sharing by working collaboratively with relevant State and local governments; CIKR owners and operators; and other private sector entities.

In cooperation with PC DEM, SSAs collaborate with private sector security partners to encourage:

1. Supporting comprehensive risk assessment/management programs for high-risk CIKR.
2. Sharing real-time incident notification, as well as CIKR protection best practices and processes.
3. Developing information-sharing and analysis mechanisms to include physical and cyber threats.
4. Building security-related information sharing among public and private entities.

V. Organization and Assignment of Responsibilities

- A. Coordinating Agency: Pierce County Department of Emergency Management:
 - 1. Develops plans, processes and relationships, and facilitates coordinated response planning with the private sector at the strategic, operational and tactical levels.
 - 2. Shares information, including threats and warnings, before, during and after an incident.
 - 3. Informs and orients the private sector on the contents of the Pierce County EOP, and encourages and facilitates the development and coordination of equivalent private-sector planning.
 - 4. Develops, implements, and operates information-sharing and communication strategies, processes and systems with homeland security stakeholders.
- B. Supporting Agencies
 - 1. The support agencies for this annex are responsible for developing and maintaining working relations with their associated private-sector counterparts through partnership committees or other means so that communication and coordination during a response or recovery event is successful with our private sector community.
- C. Private-Sector Entities

Private-sector organizations support the State EOP either through voluntary actions to help ensure business continuity or by complying with applicable laws and regulations.

To assist in response and recovery from an incident, private sector organizations:

- 1. Take responsibility for their internal preparedness by:
 - a. Identifying risks, performing vulnerability assessments.
 - b. Developing contingency and response plans.
 - c. Enhancing their overall readiness.
 - d. Implementing appropriate prevention and protection programs.
 - e. Coordinating with their suppliers and CIKR customers to identify and manage potential cascading effects of incident-related disruption through contingency planning.
- 2. Accept responsibility to:
 - a. Share information appropriate within the law with the correct government agencies.
 - b. Provide goods and services through contractual arrangements or government purchases, or and where appropriate, mutual aid and assistance agreements with host communities.
 - c. Act as corporate citizens to donate and facilitate donations by others of goods and services.

VI. Direction and Control

Private Sector involvement with Incident Management Organizations:

Private sector involvement with incident management organizations is determined by the nature, scope, and magnitude of the incident.

Private Sector Incident Management Organizations:

Private entities such as businesses and industry associations develop, validate, exercise, and implement security and business continuity plans to ensure their capability to deliver goods and services. Assessments of, and contingency plans for, the disruption of a private entity's supply chain and other dependencies are usually included in this planning.

Private sector owners and operators, in many locations, coordinate plans for security and continuity/contingency programs with state and local entities.

Representative private-sector incident management organizations may be established to assist federal, state, or local coordination centers or field offices to facilitate interaction, communication, and coordination with the private sector.

VII. Disaster Intelligence (Information Collection)

PC DEM manages the daily analysis of incident-related reports and information. This management includes maintaining communications with private sector critical infrastructure information-sharing mechanisms.

VIII. Communications

A. Notification and Reporting

1. Private sector for-profit and not-for-profit organizations report threats, incidents, and potential incidents to PC DEM using existing incident reporting mechanisms and reporting channels; such as the PC DEM Duty Officer. PC DEM receives threat and operational information regarding incidents or potential incidents from these organizations and jurisdictions and makes an initial determination to initiate the coordination of incident management activities.
2. CIKR Incident-Related Communication: The PC DEM Public Information Officer provides timely public information to the CIKR sectors and their affiliated entities (through conference call, e-mail, or other means as appropriate) during incidents that require a coordinated response.
3. The CIKR incident communications system is modeled after processes set forth in the County Public Affairs Support Annex to ensure coordination with federal, state, and local entities.
4. Communication actions include the following:
 - a. Providing PC DEM Public Information Officer as the overarching coordination lead for incident communications to the public.
 - b. Maintaining the Crisis Communication link up to date as a means of constant communication. Also support other means of communications such as VIPR, online conferencing, email, social media or whatever modes of communication are available.

- c. Maintaining a contact list, including e-mail information, of CIKR incident communications coordinators.
5. PC DEM works in coordination with ESFs and SSAs to identify organizations and/or individuals to act as focal points for incident communications with the private sector. These organizations and individuals are selected based on their ability to disseminate information to and coordinate with a broad array of other organizations and individuals.
6. Representatives serve as the primary reception and transmission points for incident communications products from PC DEM, ESFs, and SSAs, and they retain responsibility for dissemination to counterpart communicators to ensure information is distributed widely and appropriately.
7. State and Local Incident Management Organizations: Many States coordinate across regions to support various response activities. Their incident management organizations act as conduits for requests for Federal assistance when an incident exceeds local and private-sector capabilities.
8. Private-sector organizations, either for-profit or not-for-profit, may be included in the Incident Command Post.
9. Federal Incident Management Organizations: Private sector for-profit and not-for-profit organizations, as well as State, local, and NGOs are encouraged to assign liaisons to the JFO to facilitate interaction, communication, and coordination. In some instances, the Unified Coordination Group may include not-for-profit and/or for-profit organization representatives.

IX. Administration and Logistics

Support of this operation will consist of all needed local agencies, in support of the response.

Resources committed to this response will be determined and used in accordance with the Pierce County Emergency Operations Plan.

X. Plan Development and Maintenance

The Pierce County Department of Emergency Management Director is responsible for the content of this annex and for the annex's currency. All EOC staff members must be familiar with the content in this annex.

XI. Authorities and References

A. State

Washington State Comprehensive Emergency Management Plan
Chapter 38.52 RCW.

B. County

County court orders and local city ordinances enacted pursuant to requirements of state and federal laws cited herein.

<http://www.co.pierce.wa.us/DocumentCenter/View/1137>

C. Federal

Federal Civil Defense Act of 1950, Public Law 81-920, as amended

Disaster Relief Act of 1970, Public Law 91-606, as amended

Public Law 103-337 (The Robert T. Stafford Act)

Disaster Relief Act of 1974, Public Law 93-288, as amended

5 and 44 Code of Federal Regulations

P.L. 95-224 Federal Grant and Cooperative Agreement Act of 1977.

OMB Circular A-87 Cost Principles for State and Local Governments.

OMB Circular A-102 Uniform Administrative Requirements for grants and Cooperative agreements with State and Local Government

Homeland Security Presidential Directives as appropriate.

National Response Framework

D. Volunteer Agencies

American Red Cross – United States Congress, Act of January 5, 1905, as amended

Other Volunteer Agencies – Federal Disaster Relief of 1974, Public Law 93-288, as amended by Public Law 100-707.