

Appendix R

EMERGENCY MANAGEMENT DIVISION

1. The Chief of Emergency Management Division reports to the Commander, Honolulu Engineer District, in planning, managing and executing the Disaster Program, Field Force Engineering Program, and the National Emergency Preparedness Program. Principle advisor to the District Commander on policy applicability, project eligibility, operational procedures, and response to emergency activities as specified in appropriate engineer directives, USCINCPAC plans and instructions, DA regulations, disaster assistance authorities of other federal agencies, and Emergency Mobilization Preparedness Programs mandated by National Security Decision Directive Number 47.
2. Exercises staff supervision on all matters pertaining to emergency management activities and provide guidance to the District staff on Emergency Management Programs.
3. Manages the Honolulu District's Emergency Operations Center (EOC) and coordinates activities of all staff representatives assigned to the District's Emergency Crisis Action Team (CAT) or Crisis Management Team (CMT) and other District support staff for the District's EOC during exercises and actual events that require an operational EOC.
4. Performs, IAW ER 500-1-1, Emergency Employment of Army and Other Resources - Civil Emergency Management Program and ER 11-1-320, Army Programs - Civil Works Emergency Management Programs, natural disaster preparedness and response activities for flood and coastal emergencies by: developing the Flood Control and Coastal Emergencies (FCCE) annual budget; developing operational plans and procedures; developing and conducting FCCE training and exercises; acquisition, accountability and maintenance of emergency supplies and equipment; responding to requests from nonfederal agents for the inspection of nonfederal flood control projects; providing clean drinking water and drought assistance; providing advance measures; and supporting Hazard Mitigation Team activities. Supervises District emergency operations and administers activities for rehabilitation of damaged flood control structures and federally authorized hurricane and shore protection works.
5. Provides natural disaster emergency support to the FEMA Region IX, Pacific Area Office (PAO) which includes: monitoring and reporting of potential disaster conditions; preliminary assessment of disaster damages; coordinating technical assistance; and performance of response and recovery operations under major disaster conditions (PL 93-288, as amended by the Stafford Act).

6. Provides national emergency preparedness support which includes: participating in Port Readiness Committee activities; planning and conduction training as required by the Civil Defense Act of 1950 and the Emergency Mobilization Preparedness Board; and participating in FEMA-sponsored civil emergency preparedness exercises.
7. Coordinates with regional Response Team Members on response activities during oil and hazardous material spills as pertains to the National Oil and Hazardous Substance Pollution Contingency Plan.
8. Performs National Emergency Preparedness Program functions, including continuity of operations; development of the program mission and regional resource analysis; annual program actions and procedures; mobilization, contingency and operational plans; and exercise training programs. Coordinates District-level participation in Joint Chiefs of Staff (JCS), DA, USACE and Division Command Post Exercises and regional/wartime exercises. Performs preparedness functions to assure adequate resources and activities; maintains a defense readiness posture; responds to catastrophic disasters, mobilization and wartime emergencies listed within the Corps of Engineers Mobilization and Operations Planning and Execution System (CEMOPES), Corps of Engineers Emergency Action Procedures (CEEAP) and Corps of Engineers Continuity of Operations Planning System (CECOPS) guidance, and supports US Pacific Command (USPACOM) Operations Plans (OPLANs) and the USACE Civil Emergency Support Program.
9. Develops plans for various mobilization and contingency conditions ranging from partial to total mobilization. Plans provide for civil disturbance activities, identification of MACOM, USPACOM Unified Command and USCINCPAC-designated Joint Task Force mission requirements, determination of manpower functions and Mobilization Table of Distribution and Allowances (MOBTDA) requirements, survival measures, continuity of operations, and establishment of alternate HQ sites. Plans also include Defense Condition (DEFCON) notification, emergency action procedures, and Contingency Engineering Management (CEM) within USPACOM.
10. Manages the Individual Mobilization Augmentee (IMA) program to include identifying requirements for IMA positions, selecting individuals and developing training programs. Coordinates other US Army Reserve matters and provides training programs for Individual Ready Reservists (IRR) attached to the District.
11. Maintains personal contact, through liaison visits with other agencies within and outside of the Federal Government, such as the Pacific Insular States, FEMA Region IX – PAO, Department of Agriculture, Department of Interior, National Weather Service, state and local emergency offices, DOD component headquarters, and unified and sub-unified commands in USPACOM to ensure that the District's emergency program objectives are properly coordinated and integrated.

12. Conducts necessary planning and coordination with FEMA, other Federal agencies, state and local governments, and the military, to prepare and maintain documents for accomplishing primary and support missions under FEMA mission assignments, IAW the Federal Response Plan. Ensures that other Federal agencies are knowledgeable of the District's capabilities for their planning efforts.