

Illinois Emergency Operations Plan

Annex 1 - Direction, Control and Coordination

Illinois Emergency Management Agency

August 2021



scan to get the latest version





This page left intentionally blank



Record of Changes

When changes are made to this document the following procedures will be followed:

1. Changes will be issued by the Illinois Emergency Management Agency (IEMA) and transmitted to agencies, personnel, and other designees specified by the IEMA Director or their designee.

2. When a change is made, an entry will be made in the following log.

| CHANGE NUMBER | DATE ENTERED | PAGES OR SECTIONS CHANGED | ENTERED BY |
|---------------|----------------|--|------------|
| 1 | August 1, 2021 | Bi-annual Stakeholder Review and Edits | KS |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |



This page left intentionally blank



Annex 1 - Direction, Coordination and Control

Primary Agency: Illinois Emergency Management Agency (IEMA)

All Agencies: General Requirements for Other State Agencies, Boards and Commissions

I. Introduction

A. Purpose

1. Provide strategic and operational command, coordination, and control for state resources and support organizations upon implementation of the Illinois Emergency Operations Plan (IEOP) from initial activation through long-term recovery.

B. Scope

1. This annex applies to all state agencies, boards, commissions, non-governmental organizations (NGO) and mutual-aid partners having a role or responsibility in direction, control and coordination of response and recovery operations.
2. This annex does not address:
 - a) Continuity of operations planning (COOP) activities including restoration of critical processes, reconstitution, and devolution; see IEOP Annex 2, Continuity of Operations and agency specific COOP supportive documentation.
 - b) Private sector coordination; see IEOP Annex 20, Private Sector Integration.
 - c) Programmatic functions, authorities and financial and administrative processes for individual agency operations.

C. Policy

1. Implementation of this annex will not supersede any individual agency, local Authority Having Jurisdiction (AHJ) or private sector administrative protocols, policies and procedures.
2. All state and federal resources with an approved mission assignment through the State Emergency Operations Center (SEOC) will remain under



the operational control of the SEOC, State Unified Area Command (SUAC) or State Area Command (SAC), but will be assigned to the tactical control of the AHJ.

3. Disaster intelligence and information collected through individual agency operations will be provided to and shared through the SEOC in accordance with IEOP Annex 28, Disaster Intelligence.
4. The SEOC will provide technical and logistical assistance in support of operations as requested and approved.
5. The SEOC is the single point of strategic and operational coordination and management and is the official verification source for any event requiring implementation of the IEOP.
6. The SEOC Manager is responsible for overall direction and control of the state incident management system.
7. Individual agencies will coordinate through the SEOC for utilization of state-controlled resources.
8. Each state agency or organization with a role in disaster response and recovery through the SEOC is responsible for the following:
 - a) Assigning trained personnel to report to the SEOC to perform liaison (LNO) duties.
 - b) Provide up to 24-hour, 7 days a week representation to the SEOC, as requested.
 - c) Train personnel in requirements and processes of SEOC operations
 - d) Ensure LNOs assigned to the SEOC have sufficient knowledge of their agency or organization's capabilities and resources.
 - e) Ensure LNOs have the authority to fulfill designated responsibilities directed by the SEOC Manager.
9. At the direction of the Governor, or designee, state agencies without a direct response role or recovery may be tasked with providing agency personnel in support of SEOC operations.
10. Mobile Support Teams (MST) activated by the SEOC operate under direct coordination and control of the SEOC throughout response and recovery.



D. Situation Overview

1. A pre-planned, cascading, or immediate event requires activation and mobilization of state resources.
2. Agency staff and executives are contacting the SEOC regarding assistance.
3. Coordination among the whole community is necessary to effect timely response and recovery, and in some cases will require alternate command, control, communications and coordination (C4) methods.

E. Assumptions

1. State assistance will be required to support local response recovery efforts.
2. Mutual Aid Agreements (MAA), Memoranda of Understanding (MOU), Memoranda of Agreement (MOA), compacts and service agreements will be required.
3. Rapid Needs Assessment (RNA) will be critical in determining level of SEOC activation required.
4. Individual agency resources require augmentation from the state for direction, coordination and control of responding resources.
5. Local capabilities and resources (personnel, equipment, critical facilities and supplies) are engaged in response and recovery efforts.
6. Operations are not directly affected by secondary threats or hazards.
7. Individual agency training and exercises have been conducted to ensure personnel familiarity with plans and procedures.
8. Agencies will independently implement internal plans or procedures.
9. Key personnel required for implementation of the IEOP are available and agencies will determine resource requirements for staff augmentation.

II. Concept of Operations

A. General

1. Direction, coordination and control actions ensure affected populations are provided:



- a) Life-safety;
 - b) Life essential services;
 - c) Protection of environment and natural, cultural and historical buildings and collections, and
 - d) Critical infrastructure is in place to support ongoing operations and public safety.
2. Staff from responding agencies and organizations are responsible for adhering to strategic and operational policies and guidelines developed by the IEMA Inter-Agency Strategic Planning Cell (ISPC) and IEMA Senior Leadership in coordination with the SEOC Manager.
 3. For purposes of recovery, the SEOC Manager may transition command and control to the State Disaster Recovery Coordinator (SDRC) in accordance with Standard Operating Procedures (SOP) and SEOC Resource Management Processes.
 4. Response and recovery operations will be conducted in accordance with laws, rules, regulations and policies of the state and requirements established by the federal government.
 5. The Illinois Disaster Management System (IDMS) and National Incident Management System (NIMS) will be utilized for all operations.
- B. Notification, Alert and Warning (NAW)
1. SEOC NAW of SEOC liaisons will be handled through the State of Illinois Rapid Electronic Notification System (SIREN) in accordance with IEOP Annex 3, Communication, Appendix A-1, Notification, Alert and Warning.
 2. State agencies are responsible for internal agency and partner notification.
- C. Activation
1. SEOC Management and Coordination SOP will be used to determine staffing levels necessary for SEOC operations and will be carried out in accordance with SEOC guidelines and procedures.
 2. State agencies are responsible for activation of agency support staff.
- D. Communications



1. Communications throughout response and recovery will be conducted in accordance with SOPs and managed using established procedures, processes and policies outlined in IEOP Annex 3, Communications.
 2. Communications will be conducted in a NIMS compliant manner utilizing clear-text and frequencies coordinated with SEOC.
- E. Resource Management and Logistics
1. Resource management and logistics will be carried out in accordance with IEOP Annex 9, Resource Management and Logistics.
 2. Resource management includes MAAs, MOAs, MOUs and assistance compacts; use of special teams; and resource mobilization protocols.
- F. Reporting Requirements
1. SEOC information, intelligence and situation reporting will be conducted in accordance with SEOC guidelines.
 2. The SEOC Manager will develop Commanders Critical Information Requirements (CCIRs)/Priority Information Requirements (PIRs) for each phase of response and recovery, and each responding agency will be required to provide and maintain situational awareness.
 3. Individual agencies will develop internal Essential Elements of Information (EEI) requirements in order to support SEOC CCIRs/PIRs.
- G. Implementation Requirements
1. Implementation of this annex is predicated upon activation of SEOC.
 2. Upon implementation of this annex, all agencies and organizations having a role and responsibility fall under direction, coordination and control of the SEOC.
- H. Organization
1. Direction and Control
 - a) The SEOC is a liaison-based command element that combines discipline and function for operational coordination.
 - b) State agencies and external organizations retain operational control of their resources.



- c) SEOC staffing will be established utilizing pre-identified activation levels and LNO requirements in accordance with SEOC policies, guidelines and procedures.
- d) The SEOC Manager will coordinate with the IEMA Director, or designee, to determine the most effective structure for establishing state field operations.
- e) If a SUAC or SAC element is activated, the SEOC Manager will coordinate assignments of staff necessary to fill positions in accordance with established SEOC SOPs and SOGs identified in IEOP Annex 1, Direction, Control and Coordination, Appendix 1, State Forward Operations.

2. Coordinating Elements

- a) The SEOC may coordinate the state's overall response directly with the appropriate state agencies, private sector entities, NGOs, and volunteer and faith-based organizations having a role and responsibility in response or recovery operations.
- b) The SEOC may establish scheduled reporting requirements, situation updates and common operating picture needs to support SEOC strategic priorities.

3. Federal Coordination

- a) The SEOC will coordinate inclusion of federal assets into state operations.
- b) SEOC LNOs, state agencies, boards and commissions will coordinate with federal counterparts in accordance with their enabling authority.
- c) Under a presidential declaration of a major disaster or emergency, federal resources may be coordinated with federal counterparts through a Joint Field Office (JFO).

III. Roles and Responsibilities

A. Illinois Emergency Management Agency (IEMA)

1. SEOC Manager

- a) Establish the collection, receipt and compilation of intelligence and information in order to develop and maintain actionable



situational awareness of SEOC activities and supporting elements.

- b) Develop and maintain maps, visual aids and displays in order to establish a Common Operating Picture (COP), Senior Leadership Briefing (SLB) and situation reports (SITREP) to enhance knowledge management within the SEOC.
- c) Establish strategic priorities for direction, control and coordination and manage the deployment of SUAC/SAC liaisons to conduct operations consistent with SEOC policies, plans and procedures.
- d) Coordinate with state agencies, private sector entities, NGOs, and volunteer and faith-based organizations to secure resources required for response and recovery operations.
- e) Distribute strategic priorities internally and externally with higher, lateral and subordinate organizations.
- f) Coordinate with federal agencies and representatives to determine the need for federal disaster assistance.
- g) Coordinate with all levels of government to distribute CCIR/PIR.

B. General Requirements for Other State Agencies, Boards and Commissions

- 1. Activate staff necessary to support SEOC operations.
- 2. Provide resources in support of requests approved by the SEOC.
- 3. Coordinate with the private sector, NGOs and volunteer organizations throughout response and recovery operations.
- 4. Coordinate assignment of resources for SEOC approved missions in order to support response and recovery operations.
- 5. Maintain situational awareness with decision makers and personnel internal to agencies or organizations activated to the SEOC based on the battle rhythm to the incident.
- 6. Establish internal agency EEI requirements to support SEOC CCIR/PIR development and participate in COP and SLB development.

IV. Authorities and References



Illinois Emergency Operations Plan (IEOP) – Annex 1 - Direction, Control and Coordination
Dated August 2021

A. **Authorities**

1. Illinois Emergency Management Agency Act (20 ILCS 3305), as amended.
2. Illinois Emergency Operations Plan
3. Robert T. Stafford Act, as amended.

B. **References**

1. Developing and Maintaining Emergency Operations Plans, Comprehensive Planning Guide (CPG) 101
2. National Response Framework (NRF)
3. National Incident Management System (NIMS)