



(ESF 3) Public Works and Engineering Group Supervisor Responsibilities:

Reviews the EOC Common Responsibilities Checklist
Prioritizes public works and engineering activities
Provides information and critical infrastructure status to the Planning Section Chief for inclusion into the EOC Incident Action Plan
Collects and reports information on damage to jurisdictional infrastructure
Develops plans and recommendations in the event of damage to critical infrastructure
Coordinates implementation of the Debris Management Plan

Reports to:

EM Director/EOC Director

Supervises:

Public Works and Engineering Specialists

Activation Phase:

- Maintain an overall vision of safety during all processes.
- Initiates position log on WEBEOC
- Obtains situation briefing from Infrastructure Branch Director
- Recommends staffing levels needed within group and requests support
- Provides initial public works and engineering situation report and anticipated issues to the Infrastructure Branch Director

Operational Phase:

- Maintains position log on WEBEOC
- Monitors information on the status of public works and engineering tasks and reports to Infrastructure Branch Director
- Maintains communication and provides strategic direction to managers of offsite personnel in support of assigned tasks
- Maintains and reports status of critical infrastructure
- Coordinates with other infrastructure agencies and organizations
- Coordinates with vendors to ensure availability of adequate services and equipment
- Coordinates with other Emergency Support Functions
- Provides public works and engineering input to the EOC Public Information Officer
- Ensures collection and reporting of Public Assistance damage assessment information

Demobilization Phase:

- Ensures any open actions are assigned to appropriate staff
- Provides all final documentation to the Documentation Unit Leader
- Coordinates return of all contracted resources
- Assists state and federal agencies during the ongoing damage assessment process

Unique Resources Required:

- N/A