ATTACHMENT A
SOUTH CAROLINA LOGISTICS PLAN

COORDINATING: South Carolina Emergency Management Division

PRIMARY: SC Forestry Commission; SC Department of Education; SC Department of Transportation; SC Department of Corrections; SC National Guard, SC Department of Administration; State Fiscal Accountability Authority; and Real Property Office

I. INTRODUCTION

A. The policy of the State of South Carolina is to be prepared for any emergency or disaster.

B. Recognizing the difficulties and impediments to providing incident resources, the South Carolina Emergency Management Division (SCEMD) has developed the Logistics Plan as Attachment A to the South Carolina Emergency Operations Plan (SCEOP).

II. PURPOSE

Provide State-level logistical support to disaster impacted areas.

III. SCOPE

A. Establishes the policies and procedures by which the State will coordinate pre- and post-incident logistical operations including needs assessment, receiving supplies, staging/warehousing supplies, supply distribution, ordering, processing, and transporting supplies requested by county emergency management departments and other relief entities supported by the State.

B. Describes the functions and operations necessary to provide a comprehensive disaster logistics system for commodities, equipment and personnel, beginning at the State level and continuing through County receiving and distribution.

C. Utilizes State resources whenever possible to conduct operations and describes how and where private sector resources will assist or assume responsibility for operations.

IV. ASSUMPTIONS

A. Normal retail availability and supply routes for everyday use and specialty products will be interrupted.

B. Counties have prepared for logistical operations through the development of logistics plans that interface with the State Logistics Plan.

C. County logistics plans and resources will be implemented to the maximum extent possible.
D. The SCEMD Regional Staging Areas (RSA), post-disaster transportation services, emergency support contractors, county logistics operations, the Donated Goods System, and the Federal Emergency Management Agency (FEMA) logistics operations will function in a coordinated effort in order to supply the residents of affected areas with resources until the capability to locally acquire goods and services is restored.

E. In conjunction with stakeholders, SCEMD Logistics will conduct a resource gap analysis at least annually for at least two of the states designated hazards. This gap analysis will be conducted through incident After Action Reports (AARs), exercise AARs, or staff analysis.

V. SITUATION

A. Prepositioning of response and initial recovery commodities, equipment and services may be required for hurricanes and other anticipated severe weather incidents and events.

B. Following an incident, the State will need resources for sustaining the health and welfare of its citizens, as well as reducing damage and beginning the process of recovery.

C. Depending on the type, size, location, and duration of an incident, normal trade and commerce will be interrupted resulting in high demand for limited resources.

D. Labor forces will be disrupted due to evacuation, relocation, restrictions, or unavailability due to family or personal recovery activities. The State may be required to provide life sustaining resources and equipment to damaged communities.

E. To support the logistical requirements, the State may be required to utilize RSAs and Base Camps (BC) to stage resources, equipment, and personnel to facilitate response and recovery operations.

VI. CONCEPT OF OPERATIONS

A. SCEMD is the Lead Agency for this Attachment and is responsible for the coordination of logistical plans and activities in support of the State’s response to disaster operations.

B. The State will begin mobilizing for logistical operations either prior to a known incident or immediately following the occurrence of an unexpected incident.

C. The State will act to provide a logistics system of resource reception, transportation, and distribution through the use of State resources, state-to-state mutual aid, as well as federal or commercially available equipment, supplies,
services, and manpower. The primary resource management system for this plan is Palmetto (palmettoeoc.com).

D. Activation of the Logistics Plan (Mobilization)

1. When State resources are required to support response and initial recovery operations, the Executive Group will activate this plan to support logistical operations.

2. The Chief of Logistics will activate and direct the Logistics Section within the State Emergency Operations Center (SEOC) and will staff the Section appropriately for the anticipated logistical response.

3. State ESFs will notify agencies (resource providers) of SEOC activation and pending operations. Those agencies will utilize their internal procedures to mobilize necessary resources.

E. Incident Logistics Facilities

1. Incident Support Bases (ISB)
   a. For events that occur with advanced warning, the Federal government may establish an ISB to stage federal resources. Otherwise, after an incident with no notice, FEMA has identified multiple ISB locations that may support South Carolina (Ft Bragg, Ft Gordon, North Aux Airfield).
   b. The Chief of Logistics or other authorized representative in the SEOC will request commodities from the ISB as needed.

2. Regional Staging Areas (RSA)
   a. RSAs are locations established by SCEMD where State resources and disaster response equipment contractors are prepositioned pending distribution to the Counties.
   b. The State will establish RSAs in support of the region of the State most impacted by the event. The State may establish multiple RSAs for large scale incidents.
   c. Pre-designated RSA locations within the State are identified in the Logistics Standard Operating Procedures (SOP).
   d. The State may establish RSAs on State, County, or private properties capable of supporting daily shipments equipment. Where RSAs are on private properties, the State and/or County will establish an MOA to operate the site.
e. The SCEMD Chief of Logistics or Support Director will designate a signature authority at State RSAs, warehouses, or other logistics nodes for receiving commodities ordered by SCEMD. These authorities will provide Bills of Lading and other shipment information to the SEOC Resource Coordinator.

3. SCEMD Warehouse
   
a. SCEMD maintains a warehouse capable of receiving and distributing resources during and after an incident.
   
b. The SCEMD warehouse consists of 43,000 sq. ft. of usable space. Additional square footage is available upon request to Fairfield County who leases space at the warehouse. With the additional space approximately 1,800 pallets can be stored.
   
c. Warehouse inventory is performed quarterly, and prior to and after any incident that requires this plan to be mobilized.
   
d. The warehouse has two hydraulic loading docks, four open loading docks, and two forklifts.
   
e. A warehouse management and support team is required to operate the warehouse during activation, as there is no permanent warehouse staff.
   
f. ESFs/agencies supporting warehouse operations include:
      
a. SCEMD
      
b. ESF-7 (for contracted support)
      
c. SC Forestry Commission
      
d. ESF-1, DOT and DOC
      
e. ESF-19, National Guard

4. Base Camps (BC)
   
a. When directed by the Chief of Logistics, the Logistics Section will establish BCs. BCs are used to provide life support services for responding personnel.
   
b. Counties may assist the State in locating suitable locations for BC operations.
c. The primary resource for managing a base camp is a South Carolina Incident Management Team. SCEMD may use contractor support for set up and management operations.

d. The SCEMD Logistics Section will be responsible for establishing the scope of BC operations based on the incident.

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 Logistics Plans

1. Each County will develop logistics operations and commodity distribution plans for the receiving, storing, handling and distribution of resources.

2. These plans will identify County personnel responsible for logistical operations.

3. County plans should detail the receiving and distribution of commodities, capabilities, and capability gaps.

4. Counties will maintain a current list of Commodity Points of Distribution (POD) locations. Counties should establish MOUs with landowners of all POD locations. Counties are responsible for staffing POD locations and should designate and train staff in POD operations.

G. Determination of Commodity Needs

1. State

   a. The State 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. Historically the most requested resources during the onset of an anticipated severe weather event include manpower, sandbags, generators, bottled water, and communication support.

   c. 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). GIS analysis may be needed for hazard events that do not impact the power grid (e.g. floods).
d. 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.

e. Once counties have exhausted all of their resources, and begin to request assistance from the State, the State will acquire the resources needed through ESFs, contracted vendors, EMAC, and federal resources, and distribute them to County governments based on operational period priorities.

2. County

a. Counties will conduct a damage assessment following a disaster. Once initial damage assessments are complete, Counties will determine the type and amount of resources needed.

b. Counties will report to SCEMD the extent of the damage, the population affected within its jurisdiction, and request the needed resources.

c. Through the SCEMD Logistics Section, counties will confirm operability of PODs and transportation routes to the PODs after hazardous conditions have passed.

H. County and State Agency Resource Requests

1. The county or state agency determines the needs of its citizens and submits requests to the State EOC.

2. The requestor 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, local contracts, local rental or purchase capability).

3. Requests are submitted to the SCEMD Supply Unit through a resource request in Palmetto. The requesting party can put a direct request in or call the Supply Unit desk for request entry.

   a. The Supply Unit will monitor the request in the Palmetto Resource Request Board and task the request to the appropriate ESF.

   b. All requests must clearly state items and quantities needed, delivery location, timeframe of expected need, and POC with telephone number.

4. The SCEMD Supply Unit will initially manage sourcing County and State requests for resources through coordination with the appropriate SEOC ESF.
5. Agencies and/or their sub-organizations will be responsible for dispatching their resources in support of approved resource requests. This includes tracking the status of equipment and personnel throughout the process from mobilization to demobilization. Tasked ESFs will update Palmetto resource requests on the status of these resources.

I. State Resource Acquisition

1. Before sending a request to ESF-7 (Finance and Administration) to purchase items, the Supply Unit will:
   a. Check with ESF-18 (Donated Goods and Volunteer Services) for available items where appropriate.
   b. Check with other ESFs (as applicable) to determine if the resource is available.
   c. Process purchase requests in accordance with the Logistics SOP paragraph 3.1.

2. When possible, the State will use pre-existing state contracts to purchase items. The Logistics Chief or Operations Support Chief will approve and sign all purchase requests.

3. Once an item has been ordered by ESF-7, the county that placed the order will be responsible for all associated costs. In most cases the item cannot be canceled or returned.

4. The State will order resources from FEMA when FEMA is the best and most expedient source for urgent needs.

J. Resource Distribution to PODs

1. The distribution of commodities will generally follow one of these procedures:
   a. From the commodity vendor or FEMA ISB to SCEMD warehouse.
   b. From the commodity vendor, FEMA ISB, or SCEMD warehouse to a State RSA.
   c. From the RSA, SCEMD warehouse, or commodity vendor to the County POD utilizing State contracted or vendor provided transportation assets.
   d. From the ISB to the County POD utilizing federally contracted transportation assets.
2. The Logistics Section will utilize Palmetto and daily reports from all affected Counties to determine POD commodity needs, daily distribution from PODs and shipment deliveries to PODs. Counties should transmit their POD locations, commodity requirements and other related information to the SCEMD Supply Unit by 1300 hours daily.

3. The Logistics Section will process requests for POD support equipment in order of priority and arrange for shipment to the requestor as soon as possible.

4. When an order is shipped, the ISB or RSA will notify the receiving County and Logistics Section Resource Unit of the shipment’s departure and give an expected time of arrival.

5. Counties will receive shipments and be responsible for the unloading and distribution of delivered items.

6. 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. It is also recommended that counties attach scanned copies/pictures of the Bill of Lading to the resource request for record keeping purposes.

K. Federal Interface

1. This plan is intended to coordinate and integrate the provision of needed resources to impacted communities between the local (County), State, and Federal levels of government.

2. FEMA and other Federal agencies will provide available resources to the State as requested. The State will determine the distribution of those resources to the affected counties.

3. The Chief of Logistics or Chief of Operations Support will coordinate with the FEMA Logistics Coordinator to obtain Federal assistance as required. See Logistics Section SOP.

4. The ISB that will receive incoming Initial Response Resource (IRR) Kits from FEMA will be selected before or as soon as possible after an event. Upon State request, available IRR resources will be transported to a RSA or directly to the local level.

L. Disaster Transportation Services

1. Transportation services are available on a contingency contract that the Logistics Chief will activate as required to support logistics operations.
2. The transportation services contractor will provide a Transportation Coordinator (TC) to the SEOC and the RSA if required. The TC will coordinate all pick-ups, deliveries and transportation needs as required.

3. The TC will track shipments, including deliveries at their point of destination and provide reports to the Chief of Logistics as required.

M. Emergency Management Assistance Compact (EMAC)

1. EMAC requires the Governor to declare a State of Emergency prior to invoking the compact.

2. South Carolina is a signatory to the EMAC Interstate Mutual-Aid Compact Agreement.

3. SCEMD is the State’s proponent for EMAC.

4. EMAC can provide resources to assist the State in response and recovery activities.

5. An Advance Team (A-Team) may be requested at the beginning of an incident if the state believes it will require interstate mutual aid assistance through EMAC. An A-Team facilitates the EMAC process under the direction and control of the EMAC Authorized Representatives. The A-Team may initially be made of trained SCEMD or SERT employees or it may be requested through EMAC.

6. EMAC and the A-Team will function as a component of the SCEMD Operations Support Section.

7. South Carolina will utilize EMAC whenever it is the most expedient method of acquiring assistance during an incident response.

8. The Logistics Section will be responsible for coordinating the reception, staging and integration of incoming EMAC resources with the assistance of the SC National Guard. See Logistics SOP.

N. Accounting and Administration and Finance

1. State

   a. See Annex 7 (Finance and Administration) of the SCEOP.

   b. Expenditures and record keeping for State funds will be in accordance with State policies and regulations as well as with SCEOP.
c. The Resource Unit in coordination with the Finance Section will track all items provided to local governments for billing purposes.

d. ESF-7 will generate bills with an itemized list of costs for those counties receiving assistance.

e. Unless deemed otherwise by the SCEMD Director, TAG, or Governor, counties are responsible for the costs associated with resources requested, to include, but not limited to purchased/leased items, the National Guard, EMAC and federal assets.

f. Counties will not be charged for the value of donated items. However, there may be charges for transporting the donated goods.

g. The State will seek Federal Public Assistance reimbursement for the cost of logistical operations:

h. Costs of items procured, but not billed to a county will be captured by ESF-7 (Finance and Administration) and submitted to SCEMD.

2. County

a. Expenditures and record keeping for county funds will be in accordance with State and local policies and regulations.

b. Counties receiving resources from the State will track costs and distribution.

c. Counties will receive an itemized bill from the State listing all items provided. The County will include the values of all resources in any local Federal reimbursement request.

O. Demobilization

1. The SEOC Logistics Section will demobilize in accordance with the Incident Action Plan.

2. Deployed resources will be demobilized in coordination with the resource providers and the appropriate State ESFs, after release by the incident commander. The tasked State ESF will update the resource status on the Palmetto resource request.

3. Commodity Demobilization

a. Final inventory at the end of a disaster will be conducted to ensure accountability of commodities.
b. Within 12 months of expiration, commodities will either be distributed to support county activities or prepositioned for future use.

VII. RESPONSIBILITIES

A. SC Emergency Management Division
   1. Provide Logistics Section staff in the SEOC, RSA, or as required.
   2. Maintain the SCEMD Logistics Plan and related SOPs.
   3. Ensure all assigned SCEMD logistics personnel are trained in their position and NIMS/ICS.
   4. Maintain and coordinate SCEMD warehouse operations.
   5. Maintain inventory of SCEMD warehouse.

B. SC Forestry Commission
   1. Provide an Incident Management Team to establish and manage 24-hour RSA operations to include the development of RSA Standard Operating Procedures.
   2. Establish and manage 24-hour warehouse operations at the SCEMD warehouse. Warehouse operations will support incident preparation and response, usually before and in conjunction with RSA establishment.

C. SC Department of Education
   1. If required, provide yard space for RSA operations after coordination with the SEOC.
   2. In support of ESF-1, coordinate school buses for emergency transportation.
   3. Support State vehicle fueling operations as coordinated.

D. SC Department of Transportation
   1. Provide transportation support to the Transportation Coordinator.
   2. Support State vehicle fueling operations as coordinated.

E. SC Department of Corrections
   1. Provide labor and equipment to fill sandbags.
   2. Coordinate sandbag production with the SCEMD Logistics Section.
F. SC National Guard
   1. Support County POD operations throughout the State.
   2. Provide transportation assets as needed.
   3. Provide material handling equipment (MHE) and operators as needed.
   4. Provide trained personnel to perform EMAC support duties
   5. Provide personnel and operational control of the Joint Reception Staging and Onward Integration mission.

G. State Fiscal Accountability Authority’s Materials Management Office
   1. Develop and implement contingency contracts for support and implementation of this plan.
   2. Maintain contact with contractors regarding commodity availability before and during an event.
   3. Track the cost of relief resources to counties, and develop a bill for commodities and resources sent to each county.

H. Department of Administration
   Coordinate with Department of Commerce and Commercial Real Estate Brokers to acquire an appropriate space for the donated goods warehouse as required.

I. County Emergency Management Offices
   1. Develop a local Logistics Plan and Commodity Distribution Plan.
   2. As a part of the County Logistics Plan, identify Commodity PODs. POD location information will include type, address, manager’s name, phone number and GPS coordinates. Sign MOUs for use of private property for PODs.
   3. Develop and annually update POD SOPs.
   4. Prepare to assist the State in identifying RSA and BC locations when needed.
   5. Assign responsibilities for implementing the plan to local government or support groups, and train those with responsibilities for operations within the plan.
VIII. PLAN MAINTENANCE

A. This plan is maintained by SCEMD with assistance from supporting agencies.

B. The SCEMD Logistics Section and stakeholders will review this plan annually and revise the plan as necessary.

C. This plan will be evaluated at least annually during exercises and will also be evaluated during incident response operations (after action reviews).

D. The SCEMD Logistics Manager will ensure that changes to this plan are coordinated with stakeholders and included in the State EOP annual update.

IX. ATTACHMENT

Annex 1 Post-Disaster Refueling Operations for Emergency Response Vehicles-Equipment
ANNEX 1
POST-DISASTER REFUELING OPERATIONS FOR EMERGENCY RESPONSE VEHICLES/EQUIPMENT

I. INTRODUCTION
   A. The efficient, timely, and sustainable supply and re-supply of diesel and unleaded motor fuels to emergency response vehicles and equipment is essential to enhance the overall disaster response/recovery effort and enable necessary assistance.
   B. In a post-impact environment, fuel supply must be reliable, sustainable, and available within the impacted area. Emergency fueling points must be located in accessible areas and provided with the required fuel.

II. PURPOSE
   Provide supply, re-supply, and dispensing of motor fuels as needed to Federal, State, county and municipal emergency response vehicles and/or equipment located or operating within a disaster area.

III. SITUATION
   A. South Carolina is vulnerable to a wide array of natural and man-made hazards which could impact the State, county and municipal government’s ability to acquire, maintain, and dispense motor fuels to responding emergency response and agency vehicles and equipment. This plan supports all hazards identified in the State Emergency Operations Plan.
   B. All fueling points rely on commercial fuel suppliers for their fuel inventory and many rely on commercial electrical power as the source of electricity to power the fuel dispensing equipment.
   C. Even relatively minor disaster impacts could interrupt the ability to dispense and/or the consistent supply of motor fuels.
   D. Disasters may impact widespread areas and/or numerous counties simultaneously, requiring State and/or Federal assistance with fueling operations.

IV. CONCEPT OF OPERATIONS
   A. Responsibilities
      1. ESF-1 (Transportation) is responsible for planning, coordinating and monitoring execution of the plan, and will coordinate plan implementation with SC Department of Transportation (SCDOT) and SC Department of Education (SCDOE).
2. The State Emergency Operations Center (SEOC) Operations, in coordination with the Executive Group and ESF-1, is responsible for determining the need for emergency fueling operations, and directing the plan execution and termination.

3. ESF-1, in coordination with the Operations Section of the SEOC, will determine areas for fueling operations, the timing of plan implementation, and, in coordination with the SEOC Logistics Section, specific SCDOT and SCDOE yard mission tasking.

4. SEOC Operations will coordinate the implementation of this plan with affected/potentially affected County Emergency Operations Centers (EOC).

5. ESF-12 (Energy) will monitor the overall fueling operation and coordinate requested State assistance as necessary.

6. ESF-1 will assist ESF-12 by coordinating maintenance yard activation/operation and fuel supply/resupply with the owning agency.

7. SEOC Logistics Section will monitor the plan execution and be prepared to source additional fuel from vendors within the State or from federal sources through FEMA representatives in the SEOC.

B. Emergency Fueling/Refueling Points During Disaster Response

1. Because of their numbers, distribution, and fuel dispensing capabilities throughout the State, State agency and emergency response vehicles and/or equipment will use designated SCDOT and SCDOE maintenance yards as emergency fueling/refueling points during disaster response missions.

2. See Tab A for a listing of SCDOT and SCDOE Maintenance Yards to include locations.

C. Plan Activation

1. The State will execute this plan in response to a significant or potentially significant disaster or other event which threatens the supply or transmission of motor fuels to/in any South Carolina jurisdiction.

2. The following criteria will be used to activate this plan:

   - A Category 3 or higher hurricane that threatens or impacts South Carolina.
   - An earthquake or any other natural/man-made event in which the actual or potential impact results in significant infrastructure damage and wide-spread and sustained power loss.
- An event outside the State that threatens or actually disrupts the fuel supply to and within the State.
- An event within the State that threatens or disrupts the fuel supply to/within any county and requires a concentrated, long-term effort to locally distribute/redistribute motor fuel.
- As directed/coordinated.

D. Analysis to Determine Potential Affected Areas

1. For events with warning such as hurricanes, ESF-1, in coordination with SEOC Operations, will determine areas for plan execution by utilizing available decision tools (i.e. HURREVAC) and/or modeling software (i.e. Hazus) to estimate potential scope of impact and extent of damage.

2. Events without warning may require an immediate execution based on known impact conditions.

E. Refueling Operations

1. Initially, the primary purpose of the fuel operation is to ensure the uninterrupted supply of fuel to vehicles engaged in disaster response missions. Such missions include, but are not limited to, security and other law enforcement missions, traffic control, reentry, EMS, fire, rescue (both human and animal), priority road clearing, emergency management, and missions supported by SCDOT and SCDOE.

2. As the response matures, or based on fuel availability and/or need, vehicles supporting other missions may be serviced at the discretion of the yard owner/operator, or at the direction of SEOC Operations.

3. Potential users include vehicles from the following jurisdictions:

   - Federal response vehicles and equipment operating within the impacted county if no prior federal arrangement has been accomplished for logistical support and an acceptable method of reimbursement for dispensed fuel has been agreed upon between the yard/fuel owner and the federal government.

   - State government response vehicles and equipment permanently located or operating within the impacted county if fuel is not available from commercial sources.

   - County government response vehicles and equipment if county operated facilities are damaged beyond use, back-up power is not available, manually dispensing fuel is impracticable, or insufficient fuel is available from county, municipal or commercial sources.
• Municipal government response vehicles and equipment if municipally operated facilities are damaged beyond use, back-up power is not available, manually dispensing fuel is impracticable, or insufficient fuel is available from county, municipal or commercial sources.

• Vehicles and equipment operated by entities contracted by the above government agencies accomplishing missions in support of those government agencies, and fuel is not available from commercial sources.

• Users approved by SEOC Operations.

F. Maintenance Yard Operations

1. As coordinated, and as events require, SCDOT and SCDOE must be prepared to execute this plan and conduct simultaneous operations at multiple yards/locations.

2. SCDOT and SCDOE maintenance yards vary in size, configuration, and types/quantities of fuel on-hand. To avoid potential overcrowding of yards and to enable vehicles to receive the correct types of fuel, a division of labor between SCDOT and SCDOE may be necessary regarding the numbers of vehicles to receive fuel, operating hours, the dispensing of diesel, unleaded gasoline, or both.

3. SCDOT and SCDOE will cooperatively pre-plan individual yard fueling capabilities and develop fuel operations plans to account for the above considerations.

4. Note: SCDOT yard pumps operate only with specific fuel credit cards. To enable fueling at SCDOT yards, all potential users are encouraged to acquire the cards. Users may contact SCDOT for more specific information.

G. Maintenance Yards Use as Staging Areas

1. SCDOE maintenance yards may also be utilized as needed/ coordinated for Staging Areas (SA).

2. The affected yards may not be tasked for post-impact fuel operations.

3. The SCDOT yards in the same county will serve as the area fueling point with support from SCDOE and SCDOT yards in surrounding counties.

4. ESF-1, SEOC Operations, and the Logistics Section will de-conflict and coordinate SCDOE yard missions prior to executing this plan.

H. Interface with the counties and municipalities
1. SCEMD, SCDOE and SCDOT will annually coordinate with county emergency management, public works officials, etc. to determine county and municipal emergency fueling capability.

2. If there is time prior to plan execution, SEOC Operations will contact affected county EOCs to determine the anticipated extent of county and municipal participation in emergency fueling at the State yards, coordinate plan execution date/times, and coordinate specific routes to begin clearing immediately post-impact.

3. Once the plan is implemented, SEOC Operations will contact the county EOCs and confirm county/municipal extent of participation, road clearing priorities and operations, and state yard conditions.

4. SEOC Operations will periodically contact the affected county EOCs and ascertain status of county/municipal fuel site recovery and operations, receive and process requests for fuel transport, back-up power, etc., and generally monitor plan execution.

5. As the demand for emergency refueling decreases, SEOC Operations, in coordination with ESF-1 and ESF-12 will contact the affected county EOCs to coordinate specific dates/times for terminating emergency fuel operations by county.

I. Fuel supply

1. For events with warning, SCDOT and SCDOE will ensure storage tanks are serviced prior to impact to ensure a maximum amount of fuel is available immediately post-disaster.

2. Both SCDOT and SCDOE will employ normally contracted suppliers for pre and post-disaster fuel supply.

3. For large-scale fuel operations or operations requiring further fuel support, the State, through the SEOC Logistics Section and/or ESF-7 (Finance and Administration), may contract with appropriate suppliers and/or the federal government to provide fuel transport and/or dispensing equipment.

4. SCDOE may be required to employ some or all of their “mobile tankers” to provide fuel transport between yards and/or dispense fuel to users. The need for these tankers will be coordinated through the ESF-1.
J. Post-Disaster Yard Access

1. SCDOT, SCDOE, and SCEMD will pre-plan access routes into and out of the yards in all counties. Such routes should provide a minimum of potential obstructions, bridges, tree lines, and other impediments to rapid route clearing.

2. Access routes should be planned to incorporate pre-established “lifelines” and other pre-planned entry routes.

3. SCDOT and SCDOE fueling points may establish designated operating hours for responder fueling in order to not conflict with internal SCDOT/SCDOE fueling operations. However, urgent needs for fuel will be accommodated as the situation dictates.

4. ESF-1, in coordination with SEOC Operations, may prioritize route clearing of maintenance yard access by county, municipal, and contracted resources at the expense of other route clearing operations. SEOC Operations, in coordination with the Executive Group and ESF-1, will set overall clearing priorities.

5. If disaster impacts are so severe that route clearing is not practical or yards are damaged beyond practical use, yards in neighboring jurisdictions will be used to support fuel operations in the impacted areas.

K. Post-impact security

1. Depending on disaster conditions, the Maintenance Yards/Refueling Points may require 24-hour security as required.

2. Owning agencies will coordinate security requirements and missions with ESF-1 who will coordinate with SEOC Operations, ESF-13 (Law Enforcement) and the affected counties/municipalities.

L. Reimbursement for fuel dispensed

1. Using agencies are responsible for paying for fuel received either by fuel card or by existing account.

2. Using agencies will submit payment to the owning agency (i.e., SCDOT, SCDOE) or the federal government.

3. Agencies will use pre-existing reimbursement arrangements to the maximum extent, but short-term, immediately arranged reimbursement agreements may be established at the discretion of SCDOT, SCDOE, and/or the federal government.
M. Use of Private Sector Sites As Fueling Sites

1. As this situation requires, SCEMD may develop further protocols with the private sector providers to participate in this plan.

2. The extent of participation may include the bulk transport of fuels to the state yards, and the operation of commercial filling stations as government and public fueling points.

3. Based on the extent, scope and scale of commercial provider participation, the need for operations at the SCDOT and SCDOE yards may be reduced in the future.

N. Plan termination

1. As conditions permit, ESF-1, in coordination with SEOC Operations, will direct the reduction and termination of fuel operations at the yards.

2. SEOC Operations, in coordination with ESF-1, ESF-12, the Executive Group, appropriate counties, and municipalities, will determine the timing and areas within which to terminate the operation.

V. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

A. South Carolina Emergency Management Division

1. In coordination with SCDOT and SCDOE, annually determine and update county and municipally owned maintenance yard back-up power capabilities and requirements and coordinate fuel requirements with county and municipal governments.

2. In coordination with SCDOT and SCDOE, develop and/or annually review access routes to all SCDOT and SCDOE maintenance yards.

3. Determine risk, potential impact to State/counties, scope, scale, extent of damage, operational status of yards in impacted areas, and counties/areas required for plan execution.

4. In coordination with SCDOE and SCDOT, annually coordinate with county emergency management, public works officials, etc. to determine county and municipal emergency fueling capability and requirements.

5. In coordination with the Executive Group and ESF-1, determine the need for emergency fueling operations, and direct the plan execution and termination.

6. Coordinate the implementation of this plan with affected/potentially affected county EOCs.
7. If there is time prior to plan execution, contact affected county EOCs to determine the anticipated extent of county and municipal participation in emergency fueling at the State yards, coordinate plan execution date/times and coordinate specific routes to begin clearing immediately post-impact.

8. In coordination between SEOC Operations, the Logistics Section and ESF-1, de-conflict and coordinate staging area missions for SCDOE yards prior to executing this plan.

9. Once the plan is implemented, contact the county EOCs and confirm county/municipal extent of participation, road clearing priorities and operations, and state yard conditions.

10. Assist ESF-1 in coordinating requests for security with ESF-13 and the affected counties/municipalities.

11. Through SEOC Logistics Section, monitor the plan execution and be prepared to source additional fuel from vendors within the State or from federal sources through FEMA representatives in the SEOC.

12. For large-scale fuel operations or operations requiring further fuel support, through SEOC Logistics Section and/or ESF-7 contract with appropriate suppliers and/or the federal government to provide fuel transport and/or dispensing equipment.

13. Coordinate the termination of plan execution by county and/or regionally.

14. Consolidate and retain fuel usage reports, SITREP inputs and other reports as required including matters that may be needed for inclusion in agency or State/Federal briefings, situation reports and action plans.

B. SC Department of Education

1. In coordination with SCEMD and SCDOT, annually determine and update county and municipally owned maintenance yard back-up power capabilities and requirements and coordinate fuel requirements with county and municipal governments.

2. In coordination with SCEMD and SCDOT, develop and/or annually review access routes to all SCDOE maintenance yards.

3. Determine and/or confirm maintenance yard requirements for backup power, and develop requests for pre-positioning power generation equipment.

4. Based on yard size and configuration, develop and/or maintain traffic flow patterns and pre-planned yard fueling capacities/capabilities.
5. In coordination with SEOC Operations and SCDOT, annually coordinate with county emergency management, public works officials, etc. to determine county and municipal emergency fueling capability and requirements.

6. Determine availability and be prepared to use of SCDOE-owned mobile tankers as transport or dispensing vehicles.

7. For events with warning, ensure storage tanks are serviced prior to impact to ensure a maximum amount of fuel is available immediately post-disaster.

8. Immediately prior to and during plan execution, coordinate with SCDOE contracted fuel suppliers for provision of bulk fuel.

9. Be prepared to execute this plan and conduct simultaneous operations at multiple yards/locations.

10. Monitor plan execution and coordinate additional yard and fuel support as required.

11. Develop and submit to ESF-1 fuel usage reports, SITREP inputs and other reports as required including matters that may be needed for inclusion in agency or State/federal briefings, situation reports and action plans.

C. SC Department of Transportation

1. Responsible for planning, coordinating and monitoring of the plan execution, and will coordinate plan implementation with SCDOT and SCDOE.

2. Annually coordinate and update the plan.

3. In coordination with SCEMD and SCDOE, annually determine and update county and municipally owned maintenance yard back-up power capabilities and requirements and coordinate fuel requirements with county and municipal governments.

4. In coordination with SCEMD and SCDOE, develop and/or annually review access routes to all SCDOT maintenance yards.

5. Determine and/or confirm maintenance yard requirements for backup power, and develop requests for pre-positioning power generation equipment.

6. Based on yard size and configuration, develop traffic flow patterns and pre-planned yard fueling capacities.
7. In coordination with SEOC Operations and SCDOE, annually coordinate with county emergency management, public works officials, etc. to determine county and municipal emergency fueling capability and requirements.

8. In coordination with SEOC Operations and the Executive Group, determine the need for emergency fueling operations.

9. Coordinate and execute the refueling plan.

10. For events with warning, ensure storage tanks are serviced prior to impact to ensure a maximum amount of fuel is available immediately post-disaster.

11. In coordination with SEOC Operations, determine areas for fueling operations, the timing of plan implementation, and, in coordination with the SEOC Logistics Section, specific SCDOT and SCDOE yard mission tasking.

12. In coordination with SEOC Operations and the Logistics, de-conflict and coordinate Staging Area missions for SCDOE yards prior to executing this plan.

13. Assist ESF-12 by coordinating maintenance yard activation/operation and fuel supply/resupply with the owning agency.


15. Be prepared to execute this plan and conduct simultaneous operations at multiple yards/locations.

16. Coordinate the use of SCDOE “mobile tankers” to provide fuel transport between yards and/or dispense fuel to users.

17. Immediately prior to and during plan execution, coordinate with SCDOT contracted fuel suppliers for provision of bulk fuel.

18. Monitor plan execution and coordinate additional yard and fuel support as required.

19. Develop, consolidate and submit fuel usage reports, SITREP inputs and other reports as required including matters that may be needed for inclusion in agency or State/federal briefings, situation reports and action plans.

D. ESF-12 (Energy)

Monitor the overall fueling operation and coordinate requested State assistance as necessary.
E. ESF-13 (Law Enforcement).

Coordinate with local law enforcement agencies and State law enforcement agencies for security requirements and missions in support of the fueling points as requested by ESF-1 and SEOC Operations.

VI. PLAN DEVELOPMENT AND MAINTENANCE

A. ESF-1, in conjunction with SCEMD, will update this plan annually in conjunction with the governing SCEOP update cycle.

B. Departments and agencies of the State and local governments have assisted in the development of this plan.

VII. ATTACHMENT

Tab A SCDOT and SCDOE Maintenance Yards
TAB A
SCDOT AND SCDOE MAINTENANCE YARDS

1. The following pages contain listings of the maintenance yards owned and operated by the SCDOT and SCDOE.

2. To assist in developing and maintaining specific post-impact fuel plans, the listings contain the name, address, geo-coding, back-up power availability, and fuel tank capacities by individual yard.

3. The data within these listings originated from and will be updated annually by SCDOT and SCDOE.
### South Carolina Department of Transportation Maintenance Yards

<table>
<thead>
<tr>
<th>Location</th>
<th>Address</th>
<th>Latitude</th>
<th>Longitude</th>
<th>Emerg. Power (Y/N)</th>
<th>Gasoline Capacity</th>
<th>Diesel Capacity</th>
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# South Carolina Department of Education Maintenance Yards

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