

# EMERGENCY SUPPORT FUNCTION ANNEXES: INTRODUCTION

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## **Purpose**

This section provides an overview of the Emergency Support Function (ESF) structure, common elements of each of the ESFs, and the basic content contained in each of the ESF Annexes.

## **Background**

The ESFs provide the structure for coordinating Federal interagency support for Incidents of National Significance. The ESF structure includes mechanisms used to provide Federal support to States and Federal-to-Federal support, both for declared disasters and emergencies under the Stafford Act and for non-Stafford Act incidents. The following section includes a series of annexes describing the roles and responsibilities of Federal departments and agencies and the American Red Cross as ESF coordinators or as primary or support agencies.

The ESF structure provides mechanisms for interagency coordination during all phases of incident management. Some departments and agencies provide resources for response, support, and program implementation during the early stage of an event, while others are more prominent in the recovery phase.

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## **ESF NOTIFICATION AND ACTIVATION**

The National Response Coordination Center (NRCC), a component of the Homeland Security Operations Center (HSOC), develops and issues operation orders to activate individual ESFs based on the scope and magnitude of the threat or incident.

ESF primary agencies are notified of the operations orders and time to report to the NRCC by the Department of Homeland Security/Emergency Preparedness and Response/Federal Emergency Management Agency (DHS/EPR/FEMA) Operations Center. At the regional level, ESFs are notified by the Regional Response Coordination Center (RRCC) per established protocols. Figure 1 on the next page shows the organization of the NRCC and RRCC and their relationship to the ESFs.

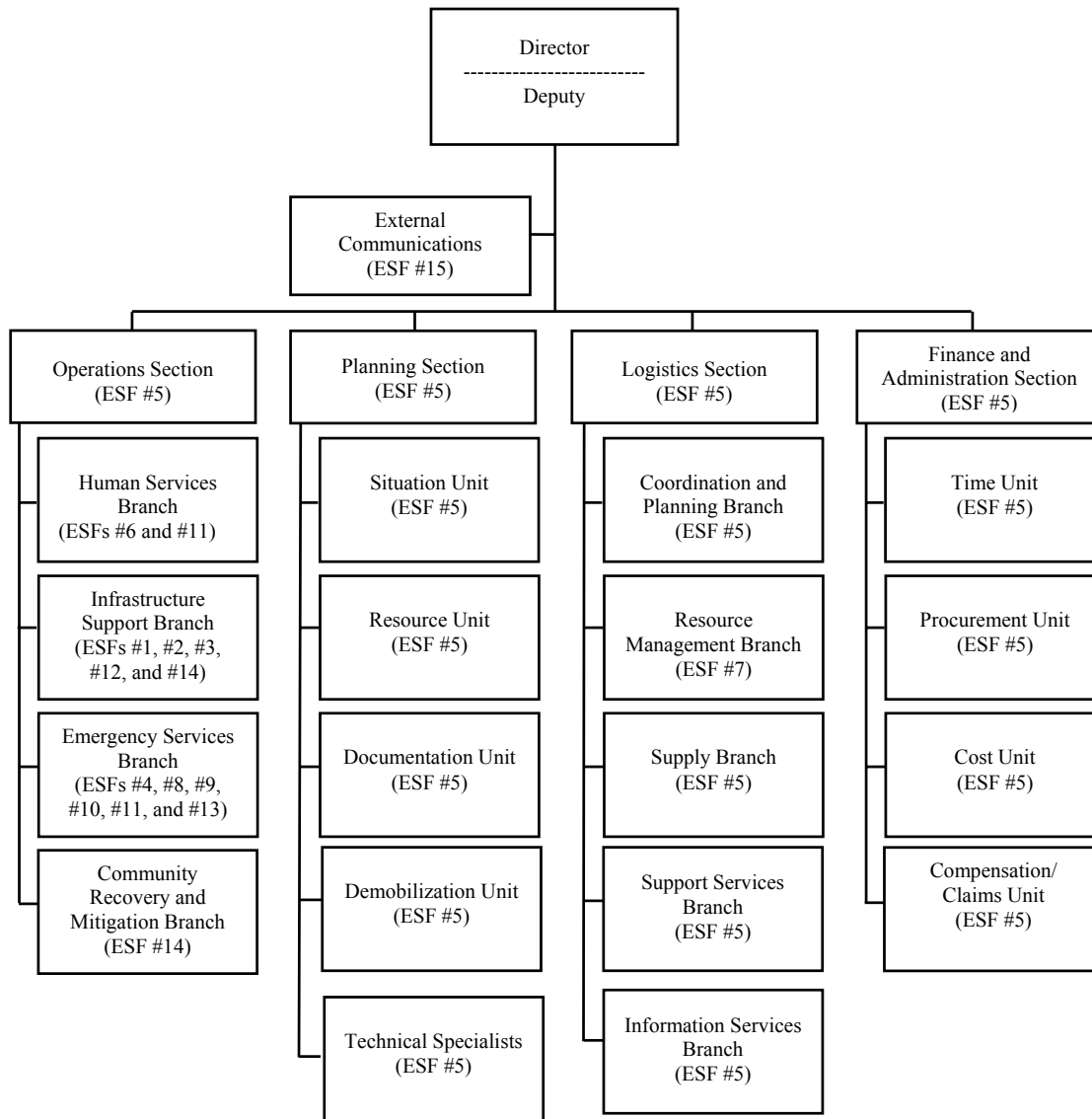
ESF primary agencies notify and activate support agencies as required for the threat or incident, to include support to specialized teams. Each ESF is required to develop standard operating procedures (SOPs) and notification protocols and to maintain current rosters and contact information.

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## **ESF ROLES AND RESPONSIBILITIES**

Each ESF Annex identifies the ESF coordinator and the primary and support agencies pertinent to the ESF. Several ESFs incorporate multiple components, with primary agencies designated for each component to ensure seamless integration of and transition between preparedness, prevention, response, recovery, and mitigation activities. ESFs with multiple primary agencies designate an ESF coordinator for the purposes of pre-incident planning and coordination. Following is a discussion of the roles and responsibilities of the ESF coordinator and the primary and support agencies.

Figure 1. Sample organizational structure of the NRCC and RRCC



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## **ESF ROLES AND RESPONSIBILITIES (Continued)**

### **ESF Coordinator**

The ESF coordinator has ongoing responsibilities throughout the prevention, preparedness, response, recovery, and mitigation phases of incident management. The role of the ESF coordinator is carried out through a “unified command” approach as agreed upon collectively by the designated primary agencies. Responsibilities of the ESF coordinator include:

- Pre-incident planning and coordination;
- Maintaining ongoing contact with ESF primary and support agencies;
- Conducting periodic ESF meetings and conference calls;
- Coordinating efforts with corresponding private-sector organizations; and
- Coordinating ESF activities relating to catastrophic incident planning and critical infrastructure preparedness as appropriate.

### **Primary Agencies**

A Federal agency designated as an ESF primary agency serves as a Federal executive agent under the Federal Coordinating Officer (or Federal Resource Coordinator for non-Stafford Act incidents) to accomplish the ESF mission. When an ESF is activated in response to an Incident of National Significance, the primary agency is responsible for:

- Orchestrating Federal support within their functional area for an affected State;
- Providing staff for the operations functions at fixed and field facilities;
- Notifying and requesting assistance from support agencies;
- Managing mission assignments and coordinating with support agencies, as well as appropriate State agencies;
- Working with appropriate private-sector organizations to maximize use of all available resources;
- Supporting and keeping other ESFs and organizational elements informed of ESF operational priorities and activities;
- Executing contracts and procuring goods and services as needed;
- Ensuring financial and property accountability for ESF activities;
- Planning for short-term and long-term incident management and recovery operations; and
- Maintaining trained personnel to support interagency emergency response and support teams.

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## **ESF ROLES AND RESPONSIBILITIES (Continued)**

### **Support Agencies**

When an ESF is activated in response to an Incident of National Significance, support agencies are responsible for:

- Conducting operations, when requested by DHS or the designated ESF primary agency, using their own authorities, subject-matter experts, capabilities, or resources;
- Participating in planning for short-term and long-term incident management and recovery operations and the development of supporting operational plans, SOPs, checklists, or other job aids, in concert with existing first-responder standards;
- Assisting in the conduct of situational assessments;
- Furnishing available personnel, equipment, or other resource support as requested by DHS or the ESF primary agency;
- Providing input to periodic readiness assessments;
- Participating in training and exercises aimed at continuous improvement of prevention, response, and recovery capabilities;
- Identifying new equipment or capabilities required to prevent or respond to new or emerging threats and hazards, or to improve the ability to address existing threats;
- Nominating new technologies to DHS for review and evaluation that have the potential to improve performance within or across functional areas; and
- Providing information or intelligence regarding their agency's area of expertise.

When requested, and upon approval of the Secretary of Defense, the Department of Defense (DOD) provides Defense Support of Civil Authorities (DSCA) during domestic incidents. Accordingly, DOD is considered a support agency to all ESFs. For additional information on DSCA, refer to the NRP Base Plan.

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## **ESF COORDINATING, PRIMARY, AND SUPPORT DESIGNATIONS**

Figure 2 on the following pages shows the designation of ESF coordinator and primary and support agencies.

Figure 2. Designation of ESF coordinator and primary and support agencies

Agency	Emergency Support Functions														
	#1 - Transportation	#2 - Communications	#3 - Public Works and Engineering	#4 - Firefighting	#5 - Emergency Management	#6 - Mass Care, Housing, and Human Services	#7 - Resource Support	#8 - Public Health and Medical Services	#9 - Urban Search and Rescue	#10 - Oil and Hazardous Materials Response	#11 - Agriculture and Natural Resources	#12 - Energy	#13 - Public Safety and Security	#14 - Long-term Community Recovery and Mitigation	#15 - External Affairs
USDA			S		S	S	S	S		S	C/P	S		P	S
USDA/FS	S	S	S	C/P	S	S	S	S		S					
DOC	S	S	S	S	S		S	S		S	S	S	P/S	S	S
DOD	S	S	S	S	S	S	S	S		S	S	S	S	S	S
DOD/USACE			C/P	S	S	S	S	S		S	S	S	S	S	
ED					S										S
DOE	S		S		S		S	S		S	S	C/P	S	S	S
HHS			S		S	S	C/P	S	S	S	S		P/S	S	S
DHS	S	S	S		S	S	S	S	S	S	S	S	C/P/S	S	C
DHS/EPR/FEMA		S	P	S	C/P	C/P		C/P		S			C/P	P	P
DHS/IAIP/NCS		C/P										S			
DHS/USCG	S		S	S			S	S		P		S			
HUD					S	S								P	S
DOI	S	S	S	S	S	S				S	P	S	S	S	S
DOJ	S				S	S	S	S	S	S	S		C/P/S		S
DOL			S		S	S	S	S	S	S	S	S	S	S	S

C = ESF coordinator  
P = Primary agency  
S = Support agency

Note: Unless a specific component of a department or agency is the ESF coordinator or a primary agency, it is not listed in this chart. Refer to the ESF Annexes for detailed support by each of these departments and agencies.

Figure 2. Designation of ESF coordinator and primary and support agencies (Continued)

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	#1 - Transportation	#2 - Communications	#3 - Public Works and Engineering	#4 - Firefighting	#5 - Emergency Management	#6 - Mass Care, Housing, and Human Services	#7 - Resource Support	#8 - Public Health and Medical Services	#9 - Urban Search and Rescue	#10 - Oil and Hazardous Materials Response	#11 - Agriculture and Natural Resources	#12 - Energy	#13 - Public Safety and Security	#14 - Long-term Community Recovery and Mitigation	#15 - External Affairs
DOS	S							S		S	S	S			S
DOT	C/P		S		S	S	S	S		S	S	S		S	S
TREAS					S	S								P	S
VA			S		S	S	S						S		S
EPA			S	S	S		S			C/P	S	S	S		S
FCC		S			S										S
GSA	S	S	S		S	S	C/P	S		S	S				S
NASA					S		S	S					S		S
NRC			S		S			S		S		S			S
OPM					S		S								S
SBA					S	S								P	S
SSA					S	S							S		S
TVA			S		S							S		S	S
USAID								S							S
USPS	S				S	S		S			S				S
ARC			S		S	P					S			S	S

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