

Planning Standards Checklist for Annex O, Human Services

Jurisdiction(s): Burnet County

Annex Date: June 06, 2017 **Date of most recent change, if any:** N/A
(The date which appears on the signature page)

Note: The annex will be considered **deficient** if the *italicized* standards are not met.

This Annex shall:	Section/paragraph
I. Authority	
O-1. Identify local, state, and federal legal authorities pertinent to the subject of this annex in addition to those listed in the Basic Plan.	I
II. Purpose	
O-2. Include a purpose statement that describes the reason for development this annex.	II
III. Explanation of Terms	
O-3. Explain and/or define terms and acronyms used in this annex.	III
IV. Situation & Assumptions	
O-4. <i>Include a situation statement related to the subject of the annex.</i>	IV.A
O-5. <i>Include a list of assumptions used in planning for human services during emergency situations.</i>	IV.B
V. Concept of Operations	
O-6. <i>Describe the local concept of operations for provision of human services support during emergency situations.</i>	V.A
O-7. <i>Describe how disaster mental health services will be provided.</i>	V.B
O-8. <i>Describe options for providing emergency water supplies and food to disaster victims.</i>	V.C Appendix 2
O-9. <i>Describe options for providing emergency food after disasters.</i>	V.D
O-10. <i>Describe how other emergency human services needs will be met.</i>	V.E
O-11. <i>Include a list of actions by phases of emergency management to be taken to ensure adequate human services during emergency situations.</i>	V.F
VI. Organization & Assignment of Responsibilities	
O-12. <i>Describe/depict the human services organization that will support the jurisdiction during emergency situations.</i>	VI.A
O-13. <i>Include a listing by organization and/or position of responsibilities for the human services tasks to be performed.</i>	VI.B
VII. Direction & Control	
O-14. <i>Identify by position/title the individuals who will provide policy guidance for and oversee the provision of human services during emergency situations.</i>	VII.A
VIII. Readiness Levels	
O-15. <i>Describe human services actions to be taken at various readiness levels.</i>	VIII

IX. Administration & Support	
O-16. Include policies on record keeping, training, and exercises relating to emergency human services.	IX
X. Annex Development & Maintenance	
O-17. <i>Specify the individual(s) by position responsible for developing and maintaining this annex.</i>	X.A
O-18. Make reference to the schedule for review and update of annexes contained in section X of the Basic Plan.	X.B
XI. References	
O-19. List references pertaining to this annex that are not listed in the Basic Plan.	XI
Other	
O-20. <i>List volunteer organizations that can provide human services support during emergencies and the services they provide.</i>	Appendix 1

FOR LOCAL GOVERNMENT USE	Signature	Date
This Checklist Completed By	<i>Jimmy L. Barho</i>	06/01/2017

FOR DEM USE	Initials	Date
DEM District Coordinator Review		
DEM Preparedness Section Processing		