

## Emergency Operations Center Liaison

### Responsibilities

- Reports to EST Leader.
- Designated LEA representative that reports to the HSEMA EOC.
- Provides EST Leader and EST Manager with current information.
- Provides HSEMA EOC with information and contacts for LEA.

### Immediate Actions (within first hour of emergency)

- \_\_\_ Obtains an incident briefing and determines assignment/relocation to the HSEMA EOC.
- \_\_\_ Establishes communication with HSEMA EOC representative.
- \_\_\_ Reports to designated location.

### Intermediate Actions (normally taken after 1st hour of the emergency and over next four–six hours)

- \_\_\_ Apprises EST Leader and EST Manager of situational updates from HSEMA EOC.
- \_\_\_ Informs HSEMA EOC of LEA response actions.

### Extended Actions (if emergency lasts longer than eight hours and/or emergency ends)

- \_\_\_ Advises EST Leader when the emergency concludes.
- \_\_\_ Collaborates with EST Leader and HSEMA EOC representative when affected sites transition to normal operations.

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