

**STATE OF ARKANSAS**  
**EXECUTIVE DEPARTMENT**

**PROCLAMATION**

TO ALL TO WHOM THESE PRESENTS COME – GREETINGS:

EO 20-02

**AN EXECUTIVE ORDER CONCERNING THE IMPLEMENTATION OF EMERGENCY SUPPORT FUNCTIONS (ESF)**

**WHEREAS:** The State of Arkansas (hereafter, State) recognizes the responsibility of the State to pursue a coordinated and integrated approach to safeguard both its citizens and the infrastructure upon which they rely; and

**WHEREAS:** The State is committed to providing a coordinated effort to protect the people and the infrastructure of Arkansas and to respond to man-made or natural disasters that may occur in this State; and

**WHEREAS:** The State, in accordance with Homeland Security Presidential Directive (HSPD)-5 and Arkansas Executive Order 15-13, has adopted the National Incident Management System (NIMS) and National Response Framework (NRF), for emergency response. Consequently, the State uses the Emergency Support Function (ESF) structure to coordinate planning and response efforts between government, private, and non-government entities.

**NOW, THEREFORE,** I, Asa Hutchinson, Governor of the State of Arkansas, acting under the authority vested in me by the State of Arkansas, do hereby order and direct as follows:

**SECTION 1:**

- A. The Director of the Arkansas Division of Emergency Management (ADEM), (hereafter “Director”), shall direct the emergency and/or disaster operations of the State of Arkansas.
- B. The Director, or the Director’s designee, shall also coordinate the activities of all non-state agencies, departments, and/or organizations involved in emergency management within the State of Arkansas.

**SECTION 2:**

- A. This Executive Order shall constitute the Arkansas Comprehensive Emergency Management Plan (hereafter, “plan”), which shall be binding on all departments, commissions, boards, agencies, organizations and employees of the State of Arkansas, political subdivisions of the State authorized or directed to conduct homeland security and emergency management operations.
- B. The Director shall supplement the provisions of the Plan by prescribing rules, regulations, and procedures. Once adopted, any supplements to the Plan shall also be binding on all departments, commissions, boards, agencies, organizations and employees of the State of Arkansas, and on all local governments or political subdivisions of the state authorized or directed to conduct homeland security and emergency management operations.
- C. Any supplement or subsequent change to the Plan shall continue to follow the principles outlined in the National Incident Management System, and also provide for the emergency operations that may be implemented should an emergency and/or disaster impact the State of Arkansas;

**SECTION 3:**

- A. The Director shall control the activation and/or implementation of the Plan and the conclusion and/or deactivation of the Plan.
- B. The Director shall also control the activation and deactivation of the State Emergency Operations Center (hereafter "SEOC").
- C. The activation of the SEOC shall constitute the implementation of the Plan.

**SECTION 4:** There are 16 Emergency Support Functions (ESF) identified for the State, with a primary coordinating agency assigned to each. The ESFs and responsible agencies are as follows:

ESF #1 – Transportation: Arkansas Department of Transportation (ARDOT)

ESF #2 – Communications: Arkansas Department of Public Safety, Division of Emergency Management (ADEM)

ESF #3 – Public Works and Engineering: Arkansas Department of Transportation (ARDOT)

ESF #4 – Firefighting: Arkansas Department of Agriculture (ADA)

ESF #5 – Emergency Management: Arkansas Department of Public Safety, Division of Emergency Management (ADEM)

ESF #6 – Mass Care, Emergency Assistance, Temporary Housing, and Human Services: Arkansas Department of Human Services (ADHS)

ESF #7 – Resource Support: Arkansas Department of Finance and Administration (DFA)

ESF #8 – Public Health and Medical Services: Arkansas Department of Health (ADH)

ESF #9 – Search and Rescue: Arkansas Game and Fish Commission (AG&F)

ESF #10 – Oil and Hazardous Materials Response: Arkansas Department of Energy and Environment, Division of Environmental Quality (ADEQ)

ESF #11 – Arkansas Department of Agriculture (ADA)

ESF #12 – Energy: Arkansas Public Service Commission (APSC)

ESF #13 – Public Safety and Security: Arkansas Department of Public Safety, Division of Arkansas State Police (ASP)

ESF #14 – Private Sector and Infrastructure: Arkansas Department of Public Safety, Division of Emergency Management (ADEM)

ESF #15 – External Affairs: Arkansas Department of Public Safety, Division of Emergency Management (ADEM)

ESF #16 – Cyber Security: Arkansas Department of Transformation and Shared Services, Division of Information Systems (DIS)

**SECTION 5:** The head of each department, division, office, agency, and organization identified in Section 4 of this Order shall designate both an emergency coordinator and an alternate coordinator to act on the department's behalf during an emergency situation, and furnish the Director with their names and all phone numbers. The head shall also designate a Continuity of Operations Plan (COOP) coordinator who will prepare and maintain plans, procedures, arrangements, and agreements to ensure that the organization will continue to carry out its mission in an emergency or disaster.

**SECTION 6:** The head of each department/division assigned a primary ESF responsibility in Section 4 shall submit implementing procedures to the Director that set forth the department's

procedures for carrying out its assigned emergency support functions. The head of each department shall submit annual updates of their implementing procedures to the Director.

**SECTION 7:** The head of each department/division assigned emergency support responsibilities in Section 4 of this Order shall assist its primary department in the preparation of their procedures and/or any other documents necessary to support the Plan.

**SECTION 8:** The head of each department/division assigned a primary responsibility in Section 4 of this Order will:

- A. Staff the SEOC with personnel during training exercises and emergencies as requested by the Director;
- B. Maintain and operate a 24-hour response capability in the department headquarters, or in the department's designated SEOC, when the Plan is implemented;
- C. Participate in exercises of the Plan when scheduled by the Director;
- D. Participate in, and conduct, training essential to implementation of the department's assigned emergency support function;
- E. Conduct an annual internal review to update the details of their department's implementing procedures and advise the Director of needed modifications of their implementing procedures; and
- F. Maintain logs, records, and reporting systems required by all state and federal laws, rules, and regulations.
- G. Identify, maintain, and make available state resources that shall be necessary for emergency and/ or disaster operations. State resource records shall be provided to the Arkansas Division of Emergency Management (ADEM) when requested or on a biannual cycle.

**IN TESTIMONY WHEREOF**, I have hereunto set my hand and caused the Great Seal of the State of Arkansas to be affixed this 3<sup>rd</sup> day of February, in the year of our Lord 2020.



ASA HUTCHINSON, GOVERNOR

Attest:



JOHN THURSTON, SECRETARY OF STATE

