

APPENDIX 6
(SOUTH CAROLINA RECOVERY PLAN)
TO THE SOUTH CAROLINA EMERGENCY OPERATIONS PLAN

I. INTRODUCTION

- A. The South Carolina Recovery Plan was developed by the State in coordination with local governments and volunteer organizations to ensure timely recovery from emergencies affecting the State of South Carolina. This plan identifies actions and assistance available to support the citizens of South Carolina and to return the State to normal conditions.
- B. This plan is predicated upon the concept that response and recovery operations begins and ends at the local government level.
- C. State agencies, local governments, and volunteer organizations will use this plan to develop Standard Operating Procedures and recovery annexes to emergency operations plans.
- D. The State of South Carolina Recovery Plan is designed to supplement the South Carolina Emergency Operations Plan (SCEOP), and identify State agencies to provide assistance to disaster survivors in conjunction with local governments and coordinate emergency recovery activities.

II. PURPOSE

- A. Provide a framework for recovery operations in South Carolina and outline coordination of recovery resources before, during, and after an event affecting the State.
- B. Provides State and local emergency management personnel with operational guidance in order to effectively manage recovery activities in the aftermath of a disaster or emergency.

III. ASSUMPTIONS

- A. Actual measures taken by the State to provide assistance to disaster survivors and support impacted local governments will be tailored to each emergency.
- B. Local jurisdictions' staff and resources may not be sufficient to meet the needs of the community during a sustained recovery operation. It is possible the local jurisdictions will look to the State for assistance.
- C. State assistance will be provided upon request when the needs exceed the capability of local governments.

- D. Federal assistance is supplemental to the State and local governments, and is available upon approval of a request by the Governor to the appropriate federal agency or to the President of the United States.
- E. Some deviation in the implementation of the operational concepts identified in this plan may be necessary.
- F. Preparations to implement this plan will begin as soon as feasible and, in cases when there is sufficient warning, prior to the event.
- G. The State and local government will implement recovery actions quickly and efficiently.
- H. Damage to entire regions or throughout South Carolina may be limited or extensive. These damages may cause the loss of normal life support systems and the loss of regional economic, physical, and social infrastructures.

IV. SITUATION

- A. Multiple natural and man-made hazards exist that may cause major or catastrophic disasters in South Carolina. In terms of probability, major hurricanes, major floods, tornadoes, and earthquakes provide the greatest risk and vulnerability. Numerous man-made hazards will exist that can create major or catastrophic consequences.
- B. A catastrophic emergency or disaster will overwhelm the capabilities of the State and its political subdivisions to provide prompt and effective relief and recovery measures.
- C. Homes, public buildings, and critical facilities and equipment may be severely damaged or destroyed. Debris may make streets and highways impassable. The movement of emergency relief supplies and resources may be seriously impeded. Public utilities may be damaged and rendered partially or fully inoperable.
- D. Many state and local emergency personnel may be survivors of the emergency, preventing them from performing assigned emergency duties.
- E. Thousands of disaster survivors may be forced from their homes, and large numbers of deaths and injuries could occur. Many survivors may be in life-threatening situations requiring immediate rescue and medical care. There may be shortages of many supplies necessary for emergency survival.
- F. Hospitals, nursing homes, pharmacies, and other health/medical facilities may be damaged or destroyed. Medical and health care facilities that remain operable may be overwhelmed by the number of survivors requiring attention.

- G. Recovery operations will begin while response operations are ongoing. This may lead to shortages in personnel and other resources.

V. CONCEPT OF OPERATIONS

- A. This plan is designed to be scalable to any size event that requires recovery operations.
- B. All disaster recovery will begin and end locally. The federal and State programs that address recovery may or may not be available to affected local communities.
- C. Where outside recovery programs are not available, recovery operations will be the responsibility of the local community.
- D. Disaster recovery phases and priority of effort
1. Initial Recovery
 - Rapidly conducting an impact assessment to identify, quantify, and provide for immediate emergency needs
 - Providing emergency shelter for displaced citizens
 - Locating, securing, and distributing food, water, clothing, medical supplies, and other critical commodities
 - Providing law enforcement, security, fire suppression, search and rescue, public health, and emergency medical assistance to impacted areas
 - Coordinating and disseminating emergency information and instructions to the public
 - Providing initial and ongoing outreach efforts to ensure that all survivors have been identified and that their emergency needs are met
 - Conducting detailed damage assessments to determine the need for supplemental State, federal, and other forms of outside assistance
 - Requesting appropriate private and federal disaster assistance programs
 - Standing up ESF-14 (Recovery and Mitigation) initial recovery
 - Convening a meeting of the South Carolina Recovery Task Force (SCRTF)

2. Intermediate Recovery

- Relaxing protective actions and coordinating access and re-entry into evacuated areas
- Restoring essential public facilities and services
- Coordinating federal disaster assistance with special emphasis on the provision of emergency and temporary housing
- Coordinating the identification, procurement, and distribution of an array of emergency resources and materials
- Coordinating and supporting volunteer organizations delivering disaster assistance
- Coordinating the dissemination of disaster relief information and instructions to the public
- Identifying post-disaster hazard mitigation strategies and activities to reduce the risk and magnitude of future disaster impacts on communities and critical infrastructure

3. Sustained Recovery

- a. Focuses on redeveloping communities and restoring economic viability to the disaster area(s).
- b. Requires a substantial commitment of time and resources from both governmental and non-governmental organizations.
- c. These efforts may include activities such as:
 - Restoring public infrastructure and facilities damaged by the emergency
 - Working with local governments to determine their recovery priorities
 - Assisting local governments and citizens in determining recovery resources and programs available to them
 - Providing an adequate supply of housing to replace that which was destroyed
 - Restoring lost jobs
 - Restoring the economic base within the disaster area(s)
 - Identifying and implementing mitigation measures (e.g., land use and building codes to reduce the risk and magnitude of future disaster impacts on communities and critical infrastructure)

VI. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

A. The Governor

1. The Governor, as the State's elected Chief Executive, shall be responsible for the safety, security, and welfare of the State when an emergency has been declared.
2. To discharge this responsibility, the Governor is empowered by the South Carolina Code of Laws, 1976, Revised 1989, Title 25-1-440.

B. Structure

1. The Governor of South Carolina issued Executive Order Number 2005-12 adopting the standards of the National Incident Management System (NIMS).
2. In concurrence with the NIMS, all disaster recovery actions will operate within a unified command structure.
3. A SCRTF was established to ensure current recovery functions comply with the whole community ideals of a unified command, the NIMS, and the National Response Framework (NRF).
4. Specific State-level positions associated with disaster assistance are as follows:
 - a. Governor's Authorized Representative (GAR)
 - (1) The GAR is the person named by the Governor in the Federal/State Agreement to execute, on behalf of the State, all necessary legal and administrative documents for the provision of federal disaster assistance following the declaration of an emergency or a major disaster by the President of the United States, including certification of applications and vouchers for public assistance.
 - (2) The Governor may also appoint an Alternate to serve as the Governor's Authorized Representative in the absence of the GAR. The Alternate GAR will retain all powers and authorities of the GAR.

- b. State Coordinating Officer (SCO)
 - (1) The SCO is the State official designated by the Governor to act as his/her principal assistant in the coordination, management, and supervision of the State disaster assistance program, and to act in cooperation with the Federal Coordinating Officer (FCO).
 - (2) The SCO serves as the focal point for political subdivisions of the State in obtaining needed federal assistance.
- c. State Disaster Recovery Coordinator (SDRC)
 - (1) In the preparedness phase, the SDRC serves as primary point of contact for recovery preparedness, coordinates the development, training and exercise of the South Carolina Recovery Plan.
 - (2) During recovery operations, the SDRC leads the State in recovery including working closely with local and federal partners, underserved populations, business and voluntary agencies.
- d. Public Assistance Officer (PAO). The PAO manages the Public Assistance Program under the Robert T. Stafford Disaster Relief and Emergency Assistance Act (hereinafter referred to as the Stafford Act).
- e. Individual Assistance Officer (IAO). The IAO manages Federal Assistance Programs under the Stafford Act to individuals, families, and businesses, including disaster housing assistance, unemployment assistance, grants, loans, legal services, crisis counseling, tax relief, and other services or relief programs.
- f. State Hazard Mitigation Officer (SHMO). The SHMO is appointed by the Governor or his designee to manage the Hazard Mitigation Grant Program under the Stafford Act.
- g. Public Information Officer (PIO)
 - (1) The PIO reports to the SCO, and is responsible for coordinating the release of information and instructions to the media and public.

- (2) The PIO may also serve as Legislative Liaison and Congressional Liaison.
- (3) The Legislative Liaison reports to the SCO, and is responsible for establishing liaison with the South Carolina Legislature and South Carolina congressional delegation to keep members apprised of the status of emergency operations and administration of disaster relief.

C. State Emergency Operations Center (SEOC)

1. See the SC Emergency Operations Plan (SCEOP).
2. The SEOC will activate upon the direction of the Governor or his/her authorized representative.
3. Upon their arrival, members of the Federal Emergency Response Agency (FEMA) Recovery Programs Divisions will be provided space at the SEOC or other alternate locations.
4. For Incidents of National Significance, as defined in the NRF, the Secretary of the U.S. Department of Homeland Security may appoint a PFO to represent him in the Joint Field Office (JFO) with overall responsibilities for coordinating federal agency activities with State and local government incident management personnel.
5. In the event of a catastrophic emergency resulting in a Presidential Disaster Declaration, the Governor or SCO may relocate elements of the SEOC to a JFO to improve daily coordination of recovery efforts between county, State, and federal agencies.

VII. INITIAL RECOVERY ACTIVITIES

A. General

1. While local governments are implementing local emergency response actions, recovery planners in ESF-14 (Recovery and Mitigation) will work with the ESFs and the SCRTF to prepare for the rapid deployment of resources necessary to implement initial recovery actions.
2. Resource requests for recovery that exceed the capability of State agencies are coordinated with federal ESFs upon activation of the NRF using the Action Request Form (ARF) process outlined in the SC Logistics Plan (See Attachment A (SC Logistics Plan) to the SCEOP).
3. Initial planning for disaster-specific recovery will begin before the disaster occurs for incidents providing advance warning. At that time, the SEOC

is staffed according to SEOC procedures and necessary actions are implemented to protect the public.

4. For no-warning disasters, disaster-specific planning for recovery begins as soon as the response efforts permit.
5. The SEOC Chief of Operations will maintain contact with proper authorities to monitor the details of the disaster. Once details are coordinated, initial recovery activities will begin.

B. Damage Assessment

1. Damage assessment is the first step in recovery activities.
2. The SEOC will gather damage assessment information from local, state and federal sources. The data will come through ESF-14 (Recovery and Mitigation) following an event.
3. ESF-14 (Recovery and Mitigation) will collect damage assessment data from local, state, and federal sources and will compile the data to give an ongoing picture of damage throughout an impacted area.
4. Damage assessments will seek to determine the need for assistance beyond local resources, and gauge the need for a Presidential disaster declaration.
5. For damage assessment procedures see the SCEMD Damage Assessment and Declaration Standard Operating Procedures.

C. Hazardous Materials (HAZMAT)

1. See Annex 10 (Hazardous Materials) of the SCEOP.
2. SCDHEC, Division of Waste Assessment and Emergency Response, will receive information on any type of HAZMAT release or spill. They will determine if the State is able to handle the event or will need further assistance.
3. If further assistance is needed, the Environmental Protection Agency (EPA) may be called in to coordinate the clean-up, oversee the clean-up, or advise the State on procedures.
4. The role of HAZMAT response should always fall under the responding local/State fire authority unless the response is directly concerning private industry or establishments that contain their own SOPs or response operations.
5. In those incidents in which the SCDHEC State On-Scene Coordinator (SOSC) finds reasonable motive to contact or enforce administrative

action, a State response team which shall be responsible for creating and maintaining a contingency plan of response, organization, and equipment for handling emergency cleanup operations within their jurisdiction.

6. If there is a spill or release in a navigable waterway, the National Response Center (NRC) of the U.S. Coast Guard may be contacted. The NRC will then contact the U.S. Coast Guard Pollution Investigation and Response Team based in Charleston, SC. The Coast Guard team will investigate the incident and determine responsible parties and methods of clean-up. They will also determine if a violation will be written at that point.

D. Occupational Safety and Health Administration (OSHA)

1. OSHA may be requested through their federal administration to provide technical assistance after a disaster declaration.
2. OSHA can relinquish their normal operations of enforcement to provide assistance in order to assist in safety measures for an area.
3. OSHA is able to provide inspectors for monitoring of safety issues.

VIII. FEDERAL DISASTER ASSISTANCE

A. Request for Federal Disaster Assistance

1. The steps and timing for requesting federal disaster assistance vary depending on the scope and magnitude of the disaster.
2. Damage assessment teams will rapidly analyze the public and private damage data and provide the results to the SCEMD Director and the Governor. This data will be reviewed to determine if the damage and overall impact are of such magnitude to warrant a request by the Governor for an expedited declaration of an emergency or major disaster under the authorities of the Stafford Act by the President. This information will also be reviewed to determine if a Joint Preliminary Damage Assessment is warranted.
3. Other factors and criteria are considered by FEMA and the White House in determining the need for a declaration of Major Disaster by the President of the United States under the authority of the Stafford Act. All federal assistance authorized under the Stafford Act is discretionary.
4. The Governor's request for a Major Disaster Declaration under the authorities of the Stafford Act may result in an approved Major Disaster Declaration for Individual Assistance only; Public Assistance only (for

any or all categories of assistance); or both Individual and Public Assistance programs. Hazard Mitigation funding may be authorized for all Major declarations.

5. An Emergency Declaration may also be granted by the President. This type of declaration authorizes direct federal agency assistance and/or financial assistance up to \$5 million initially, but could be increased if necessary.
6. Forwarding of Requests
 - a. Requests for a Presidential declaration under the Stafford Act are forwarded through the FEMA Region IV Administrator to the President.
 - b. Requests for SBA Declarations are sent directly to the SBA Area office in Atlanta, Georgia.
7. Evaluation of Requests
 - a. All requests for Presidential disaster declarations will be evaluated according to criteria outlined within the Code of Federal Regulations (CFR).
 - b. Specific factors that are outlined within 44 CFR 206.48 include the following:
 - (1) Public Assistance
 - (a) Estimated Cost of the Assistance.
 - [1] This cost is calculated by dividing the total population of a state by the uninsured estimated damages to establish a per capita impact.
 - [2] This indicator is adjusted annually based upon the Consumer Price Index and published within the Federal Register.
 - (b) Localized Impact
 - [1] This impact is defined as those damages identified within a particular county.
 - [2] These damages may be so severe that a state may not need to establish a statewide impact of damages.

- (c) Insurance Coverage in Force
 - [1] All damages within a jurisdiction must be researched for insurance coverage.
 - [2] Only non-insured losses will be calculated against a state's per capita impact.
- (d) Hazard Mitigation. Each state should demonstrate their active participation within the Hazard Mitigation program and any successes of this program at reducing the impacts of that particular disaster.
- (e) Recent Multiple Disasters. FEMA will evaluate the impact of each disaster compared to a state's history of recent federally declared disasters.
- (f) Programs of other Federal Assistance. FEMA will evaluate impacted areas to ensure those damages are not funded by other federal agencies and, as such, should be referred back to that sponsoring agency.

(2) Individual Assistance

- (a) Concentration of damages. FEMA will evaluate the concentration of damages within the impacted area to evaluate the possibility of a greater need of assistance.
- (b) Trauma
 - [1] FEMA will evaluate the disruption of services and resulting strain placed on an area following a disaster impact.
 - [2] Includes:
 - Large number of injuries and deaths
 - Large-scale disruption of normal community services or functions
 - Emergency needs to include water and power

- (c) Special Populations. FEMA will evaluate the impacts to special populations within a disaster area to determine if there is a greater need for federal assistance.
 - (d) Voluntary Agency Assistance
 - [1] FEMA will examine the amount of voluntary assistance being provided to disaster survivors within the disaster area.
 - [2] A larger presence of voluntary assistance is an indicator of greater federal assistance need.
 - (3) Insurance. As with Public Assistance, FEMA will evaluate the extent of insurance coverage within an area to determine a need for federal assistance.
 - (4) Average Amount of Individual Assistance by State
 - (a) FEMA will compare the impacts of each disaster to previous assistance provided to states of similar size.
 - (b) South Carolina has been determined to be a state of medium size and, as such, potential assistance and damages will be compared to the national average of assistance provided to medium- sized states nationwide.
 - (c) The average amount of assistance per disaster reference can be found within 44 CFR 206.48 (b) (6).
8. Request for Disaster Declaration
- a. The Governor's request for a Presidential Disaster or Emergency Declaration under the authorities of the Stafford Act must be submitted within 30 days of the occurrence, but should be submitted as quickly as possible after impacts and damages are assessed.
 - b. The Governor's request for federal assistance must:

- Demonstrate that the situation is of such severity and magnitude that effective response is beyond the capability of the State and affected local governments
- Demonstrate that supplemental federal assistance is necessary to save lives and to protect property, public health and safety, or to lessen or avert the threat of a disaster
- Furnish information on the extent and nature of State and local resources which have been or will be used to alleviate the impact of the disaster
- Specify all counties in need of federal disaster assistance, and certify they and/or the State will bear their non-federal share of the costs to implement federal disaster assistance programs
- Include an estimate of the extent and nature of federal assistance required for each of the impacted counties and the State
- Confirm that appropriate actions have been taken under State law including the execution of the SCEOP
- Designate the SCO

9. Imminent Or Actual Catastrophic Emergency

- a. In the event of an imminent or actual catastrophic emergency, where the magnitude and severity of damage is expected to be extreme and there is an immediate or anticipated need for supplemental federal emergency assistance, the Governor may make an expedited request for a Presidential Major Disaster or Emergency Declaration under the Stafford Act authorities in advance of actual impacts or before damage assessments are complete.
- b. This request will likely not include specific damage estimates or the amount of federal assistance needed, but should outline the anticipated impacts and categories of needs resulting from the emergency.

B. Notification

1. Federal Disaster Declaration

- a. When the President authorizes federal disaster assistance under the Stafford Act, FEMA will immediately notify the Governor,

appropriate members of Congress representing South Carolina, and appropriate federal agencies.

- b. The SCEMD Director will notify county officials within the declared counties.
- c. Notification to cities and other possible applicants for federal assistance will be a coordinated effort by county, state, and Federal officials.
- d. The State PIO will notify the media and public through regular briefings and press releases.

2. SBA Disaster Declaration

- a. The SBA will notify the Governor.
- b. The SCEMD Director will notify the declared county officials.
- c. Counties contiguous to declared counties are also eligible for SBA disaster assistance.

C. Principal Federal Official (PFO)

- 1. Regardless of a declaration of Major Disaster or Emergency by the President, the Secretary of the U.S. Department of Homeland Security may determine the emergency is an “Incident of National Significance,” and appoint a PFO.
- 2. The PFO serves as the senior federal official for coordinating all emergency assistance.

D. Federal Coordinating Officer (FCO)

- 1. The President of the United States will appoint a FCO who will be responsible for coordinating all supplemental federal disaster assistance available under the President's declaration.
- 2. The responsibilities of the FCO include public information coordination, Congressional liaison, community liaison, outreach activities, and establishment of a JFO.

E. Federal Disaster Recovery Coordinator (FDRC)

- 1. Depending on the scope and magnitude of the recovery operation, the FEMA Regional Administrator may appoint a FDRC to be responsible for the federal coordination of a recovery operation.

2. The FDRC is responsible for the field implementation of programs under the Stafford Act, handles the day-to-day operations of FEMA at the JFO, and acts as an advocate for principles of the NDRF.
3. The FDRC, when appointed, works as a deputy to the FCO.
4. If the magnitude of the event does not warrant the appointment of an FDRC, the FCO will manage recovery operations.

F. Federal/State Agreement

1. After the President's declaration of a Major Disaster or Emergency, the Governor and the FEMA Region IV Director will negotiate and execute a Federal/State Agreement which will describe how federal disaster assistance will be made available.
2. The Agreement:
 - Identifies those areas which are eligible for assistance
 - Stipulates the federal and non-federal cost shares
 - Specifies the time period in which assistance will be made available
 - Identifies any other conditions for receiving assistance, including procedures for adding counties to the disaster declaration

G. Joint Field Office (JFO)

1. The FCO and SCO will establish a JFO to coordinate the disaster relief and recovery effort. The JFO will be staffed with representatives from appropriate Federal, State and local agencies.
2. The general location for the JFO will be determined jointly by the FCO and the SCO, and will consider disaster logistics (travel times, housing, and other support systems, etc.).
3. FEMA and the SCEMD will provide training for all personnel involved in administering disaster programs in the JFO and Disaster Recovery Centers (DRC). The training provided will cover the process of applying for assistance and specific information on each of the programs that will be offered to disaster survivors.
4. Detailed information about the SCEMD's transition to staffing a JFO can be found in the SEOC SOPs.

H. SBA Disaster Loan Outreach Center

1. For a disaster declaration by the SBA, Disaster Loan Outreach Center(s) will be opened in the affected area(s) where disaster survivors can receive disaster loan applications and general information concerning SBA assistance.
2. For small SBA-declared disasters, assistance may be provided via a toll-free telephone number in lieu of a Disaster Loan Outreach Center.

I. Planning

1. An Incident Action Plan (IAP) will be developed and maintained which identifies, prioritizes, and tracks the achievement of critical operational goals, and objectives.
2. The county EOCs and the State EOC will establish operational priorities, goals, and objectives.
3. Prioritization of issues having immediate concern may include, but will not be limited to:
 - Securing the disaster area
 - Conducting search and rescue and other public safety protective actions
 - Restoring or establishing emergency communications systems
 - Providing emergency medical services
 - Assessing the immediate unmet emergency needs of those impacted by the disaster (shelter, food, water, clothing), and executing appropriate measures to meet those needs
 - Identifying and eliminating public health hazards
 - Assessing damages to essential public facilities and services (health and medical, energy production and distribution, telecommunications, transportation systems, etc.)
 - Executing appropriate measures to restore essential facilities and services
 - Disaster Recovery Centers (DRC)

IX. COORDINATION OF RESOURCES

A. Coordination of County, State and Federal Resources

1. The coordination of intergovernmental and interagency (county, State, federal and private organization) resources will be maximized if decision

makers and their support staff are co-located (or meet regularly) within the JFO.

2. Every effort will be made to secure sufficient space to allow for the relocation of recovery program personnel to the JFO. Space may be provided at the JFO for county liaison officers as warranted.
3. The SCRTF will be convened by the SCEMD Director, and is comprised primarily of senior State agency and statewide private organizational representatives.
 - a. The SCRTF may also include representatives from county unmet needs committees.
 - b. The missions of the SCRTF are to:
 - Monitor impact and damage assessment data and reports
 - Provide ongoing identification and tracking of regional and Statewide disaster assistance trends and unmet needs
 - Coordinate the delivery of available programs providing emergency assistance, including discretionary State programs and services
 - Meet regularly with federal officials to coordinate recovery efforts, and to identify and implement improvements to service delivery
 - Evaluate the effectiveness of all disaster relief programs in meeting disaster-caused needs
 - Provide programmatic and policy recommendations to expedite the delivery of critical humanitarian assistance
 - Provide recommendations to the SCEMD Director and the Governor on programmatic and policy issues and the need for additional assistance
 - c. The SCRTF may play an important role in developing and supporting the Governor's requests for additional assistance and appropriations from the South Carolina Legislature, the President of the United States, and the United States Congress.
4. The SCEMD Director may convene the SC Emergency Planning Committee for People with Functional Needs (EPCPFN) in order to address concerns for the functional needs populations in South Carolina.
 - a. See Attachment 6 for a list of member of the SC EPCPFN.

- b. The mission of the SC EPCPFN would be to make recommendations to State agencies, local service providers, and local emergency management organizations about planning and responding to the requirements of special needs populations before, during, and after disasters.
 - c. The functions of the SC EPCPFN would be:
 - Advocate for the functional needs populations in South Carolina
 - Develop public and private resources to address the needs of the functional needs populations
 - Make policy recommendations to the appropriate entities to improve planning for, and response to, the functional needs community
 - Advise State leadership in planning for and responding to functional needs
 - Meet regularly to promote communication, coordination, and cooperation among State agencies and other functional needs population service providers
 - Encourage communication and coordination locally with service providers, facility managers and representative constituents
 - Coordinate the activities of agencies and organizations who serve the functional needs population at the State, county and local levels
5. Local authorities should establish County Unmet Needs Committees to:
- Identify, evaluate, and track local disaster needs
 - Monitor and coordinate the delivery of all local assistance efforts
 - Evaluate the effectiveness of program delivery in meeting local needs
 - Identify unmet needs for assistance, including types and quantity
 - Provide recommendations and reports to the Long-Term Recovery Committee for improving program delivery effectiveness and measuring overall recovery success

B. Coordination of Mutual Aid

1. Mutual aid agreements are written documents between governments for providing cooperation and emergency assistance across jurisdictional lines or Statewide.
2. Mutual aid agreements should address the legal authorities for providing the assistance, the protocols and procedures for requesting and utilizing the assistance, and the terms for management of liability and compensation.
3. Requests for assistance in the form of mutual aid may be referred from the ESFs to the SEOC Chief of Logistics, or may come directly from communities within the disaster area(s).
4. To reduce confusion and duplication of effort, mutual aid should be coordinated and delivered in close coordination between the ESFs and the jurisdictions, associations, and organizations delivering the mutual aid.
5. The Governor or his designated representative may request assistance under the auspices of the national Emergency Management Assistance Compact (EMAC).

C. Coordination of Security Resources and Personnel

1. See Annex 13 (Law Enforcement) to the SCEOP.
2. Requests by State or county officials for additional law enforcement/security resources for recovery missions will be coordinated through the SEOC.
3. Once threatening conditions subside, State law enforcement and SCNG personnel may be deployed within the disaster area to:
 - Secure homes and businesses and deter looting
 - Direct/control traffic
 - Enforce curfews
 - Provide other forms of humanitarian assistance
4. Numerous requests for security are anticipated as additional shelters, PODs, DRCs, fixed and mobile feeding sites, and other facilities providing humanitarian relief services are established.
5. To make the most efficient use of limited security resources, State and local decision makers should make every effort to concentrate humanitarian relief services into specific areas, and to establish new humanitarian relief facilities in areas where security is restored.

6. Law enforcement officers from outside the disaster area(s) may be used to supplement or relieve local law enforcement officers who may themselves be survivors of the disaster.

D. Coordination of Health and Medical Services

1. See Annex 8 (Health and Medical Services) to the SCEOP.
2. Health and Medical Services
 - a. ESF-8 (Health and Medical Services), through SCDHEC, will coordinate the deployment of teams of clinical health and medical care personnel (including volunteers) to assist in providing care for disaster survivors. SCDHEC may establish an operations support center to support execution of this mission.
 - b. ESF-8 (Health and Medical Services) will coordinate the establishment of mobile field units as needed through the recovery process, and will coordinate with its federal counterpart to utilize the National Disaster Medical System (NDMS).
 - c. ESF-8 (Health and Medical Services) is responsible for coordinating medical equipment and supplies (e.g., pharmaceutical, biological products, etc.) to support and restock health and medical care facilities within the disaster area(s).
 - d. Epidemiological teams may be deployed as needed to monitor the general population and special high-risk groups. These teams will carry out field studies to assess health and medical needs, potable water, waste water, and solid waste disposal issues, as well as the threat of vector-borne diseases.
 - e. ESF-8 (Health and Medical Services) will coordinate with local public health officials to conduct bacteria tests of all potable water systems and well fields to determine whether it is safe to drink the water or whether boiling water first is necessary.
 - f. ESF-8 (Health and Medical Services) will coordinate with local public health officials in the issuance and lifting of “boiled water orders”.
 - g. Disaster Medical Assistance Teams (DMAT)
 - (1) ESF-8 (Health and Medical Services) will work directly with DMATs to support medical needs.

- (2) A DMAT is a group of professional and paraprofessional medical personnel (supported by a cadre of logistical and administrative staff) designed to provide medical care during a disaster or other event.

3. Behavioral Health

- a. The South Carolina Department of Mental Health (SCDMH) will determine the behavioral health needs and provide assistance as appropriate to individuals, families, and communities affected by the disaster and the emergency workers responding to the crisis.
- b. SCDMH will work closely with its Federal counterparts, SCDHEC, SCEMD and other appropriate state, local and non-profit agencies to provide behavioral health materials, guidance, and other training and assistance as needed to disaster workers.
- c. SCDMH will collaborate with local, state and Federal entities to prepare Crisis Counseling Grants under the Immediate Services Program (ISP), in the event of an applicable Presidential Declaration of a Major Disaster, or assist local entities requesting Substance Abuse and Mental Health Services Administration (SAMHSA) Emergency Response Grant (SERG) when there is no such declaration.
- d. Should behavior health needs appear to be necessary beyond the 90-day limit of an ISP, SCDMH will continue to work Federal, state, and local partners to gather information and prepare an application for a Crisis Counseling Regular Services Program (RSP) to maintain these services in affected areas for an additional nine-month period.

4. Mortuary Services

- a. ESF-8 (Health and Medical Services) will work with local coroners to assist in establishing temporary survivor identification and mortuary services.
- b. Disaster Mortuary Operational Response Teams (DMORT)
 - (1) ESF-8 (Health and Medical Services) will work closely with its federal counterpart to secure assistance from DMORTs.
 - (2) The DMORTs have capabilities for survivor identification using forensic dental and pathology methods and for the processing, preparation, and disposition of remains.

- E. Coordination of Donations and Volunteer Resources. See Annex 18 (Donated Goods and Volunteer Services) of the SCEOP.

X. RESTORATION OF ESSENTIAL SERVICES

A. Debris Removal

1. ESF-3 (Public Works & Engineering) is responsible for the overall coordination of State and local debris removal efforts to include securing necessary environmental permits and legal authorities for debris clearance and disposal.
2. A significant numbers of personnel with engineering and construction skills, along with construction equipment and materials, will be required from federal agencies and from sources outside the disaster area.
3. ESF-3 (Public Works & Engineering) will coordinate the acquisition and deployment of additional resources.
4. Debris assessments may be provided by contracted support, local governments, and/or SCDOT districts.
5. Debris removal operations are generally conducted in multiple phases:
 - Debris clearance or “push” to open major transportation routes in order to allow for the strategic movement of emergency vehicles, traffic, and emergency resources and supplies
 - Debris clearance or “push” to open regional and all other local transportation routes to provide access by emergency vehicles, relief workers, and the general public
 - Debris clearance or “push” to open secondary roadways, residential/local roadways, and public facilities and parks
 - Debris removal by governmental and private contractors to local or regional temporary reduction sites, where debris types may be further separated and volumes reduced through compacting and chipping/grinding
 - Final disposal and disposition of all debris
6. To minimize the impacts on remaining landfill capacity, alternative means of disposal will be used whenever possible.
 - a. Vegetative debris should be burned or chipped where possible.

- b. Burning often provides the most expedient method of vegetative debris disposal; however, the public health hazards should be considered.
 - c. Burn disposal sites may be identified (preferably in rural areas away from population concentrations) by State and local officials and must be appropriately permitted.
 - 7. Construction and demolition debris should be separated and disposed of accordingly.
 - a. Appliances and electronic waste, for example, should be stockpiled (rather than taken to a landfill) until necessary arrangements can be made for disposal.
 - b. To the extent possible, recycling should be utilized.
 - c. Household garbage should be taken to permitted sanitary landfills.
 - d. Household hazardous waste must be segregated and disposed of by properly trained and licensed personnel.
- B. Transportation Systems
 - 1. See Annex 1 (Transportation) to the SCEOP.
 - 2. Damage to transportation systems will influence the accessibility of disaster relief services and supplies. Restoration of transportation systems is designed to ensure those systems have the capacity (service, equipment, facilities, etc.) to facilitate the movement of emergency personnel, vehicles, equipment, and supplies.
 - 3. Damage assessments may be provided by local governments and/or SCDOT districts.
 - 4. ESF-1 (Transportation) is responsible for the coordination of transportation assistance to State and local governments as well as voluntary organizations requiring transportation resources to move relief supplies and personnel effectively.
 - 5. ESF-1 will coordinate with local officials to establish an inventory of available State and local transportation services and resources. ESF-1 (Transportation) will then prioritize and allocate transportation resources and services to support disaster assistance missions.
 - 6. ESF-1 will also coordinate air, rail, and marine traffic into the disaster area(s).

7. The SCDOT will coordinate with the U.S. Department of Transportation (USDOT) on the repair or replacement of roads and bridges on the Federal Aid System routes. This assistance is provided by the USDOT Federal Highway Administration (FHWA) under their Emergency Relief Program.

C. Electricity and Fuel

1. See Annex 12 (Energy) of the SC Emergency Operations Plan.
2. Restoration of electrical service will begin as soon as major transportation routes are cleared of debris to allow emergency vehicles and crews to enter the disaster area(s)
3. As soon as possible, ESF-12 (Energy) will analyze damage assessments of electric power and fuel systems. Damage assessments may be provided by the local governments and/or South Carolina energy providers.
4. ESF-12 will coordinate with local and utility officials to establish priorities for the repair of damaged energy systems and the provision of emergency sources of fuel and power.

D. Telecommunications

1. See Annex 2 (Communications) of the SC Emergency Operations Plan.
2. Immediately after emergency conditions subside, ESF-2 (Communications) will determine the extent of damage to existing telecommunications systems.
3. ESF-2 will establish communications restoration priorities and needs. ESF-2 will then review inventories of communications equipment and resources available to support recovery efforts and make necessary arrangements to deploy them to the disaster area(s).
4. Requests for telecommunications equipment and resources will be processed through ESF-2.
5. Until normal telecommunications can be restored, ESF-2 will implement a temporary emergency telecommunications system for use by emergency personnel.
6. Emergency communications vehicles, which may be pre-deployed to staging areas outside the disaster area, will move into the disaster area to establish emergency communications links between State and local officials. Placement of these vehicles will be coordinated with county EOCs.

7. ESF-2 will coordinate the deployment of trained communications operators and technicians to support this effort.
 8. Through existing agreements with commercial vendors, additional pre-programmed hand-held radios (with common frequencies and channels) and cellular phones may be made available to emergency personnel and agencies.
 9. Additional equipment, such as transportable switchboards, portable satellite uplinks, microwave systems, and towers, may be made available as needed either through State and federal agencies or through commercial vendors.
- E. Water and Waste Water Systems
1. See Annex 3 (Public Works and Engineering) of the SCEOP.
 2. ESF-3 (Public Works and Engineering) will coordinate with ESF-8 (Health and Medical Services) and SCDHEC in assisting local officials with determining the suitability of potable water and identifying potential hazards to drinking water supplies. Local governments are normally responsible for the repair or replacement of their own systems.
 3. If potable water systems are found to be contaminated, ESF-8 and SCDHEC will be notified to determine the appropriate protective actions (e.g., advising the public to drink bottled water, to boil water before drinking, etc.).
 4. Public works and engineering support necessary to repair or restore damaged water and waste water systems will be coordinated by ESF-3.
 5. Additional equipment (such as generators, pumps, etc.) may be necessary for wells supplying water, operating lift stations, and repairing broken water mains. Office of Regulatory Staff (ORS) maintains a listing of assets and consumers.

XI. PUBLIC INFORMATION

- A. See Annex 15 (Public Information) to the SCEOP.
- B. Instructions to the Public
1. After emergency conditions subside, normal broadcast, social, and print media in the disaster area(s) may be severely incapacitated. State and local PIOs must develop or coordinate alternate means to disseminate information and instructions to the public.

2. Federal, State, and local PIOs will prepare periodic newsletters to advise the public of the status of emergency recovery efforts, to pass along emergency instructions, and to advise the public of the availability of services and other types of assistance. In a major disaster, FEMA and the SCEMD will publish the "Recovery Times," a newsletter designed to provide information to disaster survivors and the impacted communities. The Lead State PIO will coordinate with the FEMA PIO to include State/local information in this newsletter.
3. The Lead State PIO will coordinate with ESF-6 (Mass Care) and the Human Services Officer to ensure the distribution of the newsletters at all mass care facilities and at all other State and federal disaster assistance facilities. Copies of the newsletters will be given to community relations teams from FEMA for distribution within the disaster area(s).
4. As part of the outreach effort, other innovative techniques may be required to inform disaster survivors of the availability of services. Examples include use of vehicles with public address systems, aircraft and balloons with signs, temporary variable message boards along highways, and temporary low-wattage radio broadcast stations.

XII. HUMAN SERVICES ASSISTANCE

A. Individual Assistance Officer (IAO)

1. When the President declares a Major Disaster, the State IAO will be responsible for the overall coordination and delivery of State assistance to individual disaster survivors.
2. The State IAO coordinates the implementation of individual assistance programs with those agencies responsible for administering the programs.
3. The State IAO will work with the Federal IAO on all human services matters, including assistance programs available through established DRCs as well as other assistance programs not traditionally available through the DRCs.
4. The State IAO is also responsible for coordinating with local and federal officials to establish and operate DRCs in the impacted area, and reducing duplication of efforts by State and federal agencies and private disaster relief organizations.
5. The State IAO will maintain and provide daily reports of assistance to the SCO and GAR.

B. Individual Assistance Programs

1. Individual Assistance (IA) programs provide services that may be made available to eligible applicants through the DRCs and FEMA telephone registration.
2. The IA Programs include:
 - a. SBA Disaster Loans
 - (1) SBA Disaster Loans are designed to supply low-interest loans to owners of homes or businesses and renters who have experienced uninsured physical or financial loss as a result of a disaster.
 - (2) The SBA disaster loan program is automatically included with a Stafford Act Major Disaster declaration authorizing Individual Assistance, or may also be provided independently under a SBA-only declared disaster.
 - (3) A determination of qualification for an SBA loan is the basic eligibility criteria for all other individual assistance grants authorized under the Stafford Act, and referrals are automatic between FEMA and the SBA.
 - (4) The SBA can provide:
 - (a) Home Disaster Loans
 - [1] Loans to homeowners or renters to repair or replace disaster damaged real estate (up to \$200,000) or personal property (up to \$40,000) owned by the survivor.
 - [2] Renters are eligible for their personal property losses, including automobiles.
 - [3] Homeowners may also be eligible for refinancing of existing liens or mortgages on homes.
 - (b) Business Physical Disaster Loans
 - [1] Loans to businesses to repair or replace disaster-damaged property (up to \$1,500,000 statutory limit for business loans and Economic Injury Disaster Loans (EIDL)) owned by the business, including real estate,

inventories, supplies, machinery, and equipment.

[2] Nonprofit organizations are also eligible.

[3] Refinancing may also be available for existing mortgages or liens on real estate, machinery, and equipment.

(c) Economic Injury Disaster Loans

[1] EIDL for working capital to small businesses and small agricultural cooperatives (up to \$1,500,000 statutory limit for EIDL and business loans) in order to assist them through the disaster recovery period.

[2] EIDL assistance is only available to applicants and their owners who cannot provide for their own recovery from non-government sources.

[3] Farmers, ranchers, nurseries, religious, and non-profit organizations are not eligible for an EIDL.

(d) Mitigation loans, up to 20% of the approved loan amount, to cover the cost of improvements that will protect private property against future damage.

b. FEMA Assistance to Individuals and Households Program (IHP)

(1) Provides grants (adjusted annually according to the Consumer Price Index) to disaster survivors to meet disaster-related necessary expenses or serious needs.

(2) The housing portion of the program is administered by FEMA and is 100% federally funded.

(3) The Other Needs Assistance portion of the program is administered by FEMA, in coordination with SCEMD and is provided on a 75/25 federal/State cost share.

(4) Assistance provided under the IHP program may include:

- (a) Housing Needs. See Annex C (Disaster Housing Plan)
- (b) Other Needs Assistance
 - Replacement of essential personal property including appliances, furniture, clothing, work tools, etc.
 - Fuels for primary heat source
 - Clean-up items
 - Repair or replacement of disaster damaged vehicle(s)
 - Disaster-related medical and dental expenses
 - Disaster-related funeral and burial expenses
 - Moving and storage of essential goods related to the disaster
 - Other necessary expenses or serious needs as determined by FEMA and the State of South Carolina

C. Other IA State and Federal Assistance Programs

1. Crisis Counseling

- a. Crisis counseling programs may be implemented to assist individuals and communities recovering from effects of disasters.
- b. These services are designed to reach large numbers of people affected by the disaster, assess emotional needs of survivors and make appropriate referrals when necessary.
- c. These activities are funded by FEMA through SAMHSA and administered by the South Carolina Department of Mental Health (SCDMH).

2. Disaster Unemployment Assistance (DUA)

- a. The Disaster Unemployment Assistance (DUA) program aids those individuals who have become unemployed as a result of a disaster.
- b. The program is administered by the South Carolina Department of Labor, Licensing, and Regulation (SCLLR) and South Carolina Department of Employment of Workforce (SCDEW).

3. Tax Relief
 - a. Tax relief provided through the Internal Revenue Service and SC Department of Revenue will help survivors identify ways in which the disaster affects their income tax.
 - b. Casualty loss credits, early tax refunds, and information on lost documentation are some services available to disaster survivors.
4. Emergency Food Stamps
 - a. The US Department of Agriculture (USDA) Emergency Food Stamps program may be made available to survivors whose nutritional needs are affected because of a disaster.
 - b. The Disaster Supplemental Nutritional Assistance Program (DSNAP) is administered by the SCDSS at the State level.
5. USDA Loans
 - a. The USDA Farm Service Agency may make low interest disaster loans available to farmers, ranchers, and agricultural operators for physical or production losses.
 - b. Loans may be made to assist individuals who experience losses, and are also available without a Presidential Declaration.
6. For disasters not meeting the criteria for a Presidential declaration, the ARC, Salvation Army, and faith-based organizations are prepared to meet the short-term needs of disaster survivors.
7. The South Carolina Department of Insurance (SCDOI) maintains a list of contact information for insurance providers in the State of South Carolina for all types of insurance as well as a consumer complaint form.
8. The SCDOI also provides information on insurance protection and other links for additional information regarding consumer services, alerts, guides, and publications on their website at www.doi.sc.gov and www.scsafehome.com. Information on mitigation, pre-disaster planning and what to do after a disaster is also available on the website.

D. Registration for Disaster Assistance

1. FEMA maintains a permanent network of National Processing Service Centers (NPSC) that provide toll-free tele-registration and processing services for disaster survivors.

2. Upon activation following a Presidential Disaster Declaration, disaster survivors may register for individual disaster assistance through a NPSC by calling 1-800-621-FEMA (3362) or 1-800-462-7585 (TTY). The NPSC also has interpreters for Spanish-speaking persons.
 3. State and federal IAOs will assist the PIOs to prepare coordinated press releases advising the public of the availability of the toll-free numbers for the general public and for the hearing-impaired.
 4. FEMA also offers disaster assistance registration via the Internet. Applicants may apply through the Online Individual Assistance Center at www.fema.gov.
- E. Disaster Recovery Centers (DRC)
1. A DRC is the FEMA/State community-level facility for delivering assistance to disaster survivors.
 2. At a DRC, survivors can meet with representatives of federal, State, local, and volunteer agencies to:
 - Discuss disaster related needs for all programs
 - Ask questions about available assistance through federal, State, local, and volunteer agencies
 - Tele-register for disaster assistance using the phone bank to call FEMA's toll-free telephone number
 - Receive updated information on their registration for disaster assistance
 - Receive instructions on completing the SBA Loan Application
 - Receive mitigation information
 - Submit paper applications (Disaster Assistance Application, FEMA Form 90-69) in the event that telecommunications are disrupted for extended periods. These applications will be sent to the National Tele-registration Center
 3. To make it easier for individuals to get information and assistance, the federal and State IAOs will coordinate with the county's emergency management director to establish one or more DRCs in the disaster area.
 4. FEMA has established the following guidelines for determining whether a building is suitable for use as a DRC. The facility must have:
 - Tables and chairs to accommodate staff and applicants

- Adequate parking
 - Access for the handicapped
 - Adequate restrooms
 - Adequate utilities
 - Also preferred: telephone, Internet and cable
5. Management and Operations
- a. FEMA will appoint a DRC manager for each DRC.
 - b. The DRC manager will be responsible for the establishment and daily operations of the DRC, making sure that the DRC is properly staffed, and that the DRC staff is properly trained in DRC operations.
 - c. The operating hours of the DRCs will be determined by the size of the disaster.
 - d. Any decision to scale down or reduce the hours of DRC operation will be made jointly by the SCO and FCO.
6. Staffing
- a. DRCs will be staffed with representatives from appropriate federal, State, and local agencies, private relief organizations, and other organizations capable of providing disaster-related assistance to individuals.
 - b. Minimal staffing of the DRCs for a major disaster will consist of representatives from the following, but may be modified for small disasters:
 - DRC manager and support staff - Manages and is responsible for the overall operation of the DRC
 - SCDEW - Provides assistance and information to disaster survivors relative to unemployment compensation and disaster unemployment assistance
 - U.S. Farm Service Agency SCDA - Provides assistance and information to disaster survivors relative to low-interest disaster loans to cover agricultural and farm losses
 - U.S. SBA - Provides assistance and information to disaster survivors relative to low-interest disaster loans to cover residential and business losses

- ARC - Provides, if requested, a representative who will provide information about assistance available through the ARC
- The Salvation Army (SA) - Provides assistance and information about assistance available through SA
- Crisis counselors - SCDMH and the SCDHEC provide counseling services to help relieve behavioral health problems caused or aggravated by the disaster
- SCDOI - Provides assistance and information about resolving insurance claims and problems
- South Carolina Department of Social Services (SCDSS) - Provides assistance and information on the availability of Disaster Supplemental Nutritional Assistance Program (DSNAP)
- National Flood Insurance Program (NFIP) - Assists in determining whether damaged properties are located within designated floodplains
- South Carolina Department of Natural Resources (SCDNR) – Assists in flood mitigation efforts
- Internal Revenue Service - Provides assistance and service in tax and revenue administration to individuals and families affected by disasters
- SCDOR – Provides assistance and service in tax and revenue administration to businesses affected by disasters

7. Additional agencies which may be located at the DRCs as needed:

- Banks
- Loan Companies
- Insurance Companies
- Faith-based Organizations
- Volunteer Organizations
- Service Organizations
- Realty Organizations
- Local Motel Associations
- Local Housing Authorities

- South Carolina State Housing Finance and Development Authority.
8. Community Outreach
 - a. The disruption in normal communications systems will expectedly result in areas where disaster survivors are unaware of the availability of disaster assistance programs.
 - b. FEMA, State, and local officials will conduct outreach efforts to inform survivors of available disaster assistance programs.
 9. Closing
 - a. Decisions to close DRCs will be made jointly by the FCO and SCO.
 - b. The State and Federal IAOs will work with the PIOs to prepare a press release to advise the public that a DRC site will close.
 - c. The effective date of the DRC closing, as well as a listing of remaining open DRC sites, will be included in the release.
- F. Evacuee Assistance Centers (EAC)
1. See Annex A (Evacuee Assistance Centers).
 2. In extenuating circumstances, SCEMD is able to organize EACs in order to assist other states' disaster survivors who are in South Carolina.
 3. EACs are equipped to provide human services normally be provided in the evacuee's home state such as assistance with housing, food, medical needs, and FEMA applications.
 4. The SCEMD is prepared to provide coordination of services if South Carolina citizens are moved within or outside of the State due to disaster.

XIII. PUBLIC ASSISTANCE PROGRAM

- A. State Public Assistance Officer (PAO)
1. The State PAO will be responsible for working closely with the Federal Infrastructure Branch Chief and PAO to coordinate all infrastructure matters with specific emphasis on the PA program.
 2. The State PAO will be responsible for establishing and staffing a PA Office within the JFO.

B. Public Assistance (PA) Program

1. When authorized by the President's Major Disaster declaration, the Stafford Act Public Assistance Program will provide reimbursement for a portion of eligible costs incurred as a result of a Presidentially declared disaster through a disaster grant program.
2. Eligible applicants include State and local governments, Indian tribes and certain Private Non-Profit (PNP) organizations.
3. Eligible PNP facilities must be open to the public and perform essential services of a governmental nature. Eligible PNP facilities generally include:
 - Medical facilities such as hospitals, outpatient and rehabilitation facilities
 - Custodial care facilities that provide institutional care for persons who require close supervision and some physical constraints in their daily activities
 - Educational facilities such as primary and secondary schools, colleges and universities
 - Emergency facilities such as fire departments, rescue squads and ambulance services
 - Utilities such as water, sewer, and electrical power systems
 - Museums, zoos, community centers, libraries, homeless shelters, senior citizen centers, shelter workshops, and facilities which provide health and safety services of a governmental nature
4. Categories of Work
 - a. A Presidential Major Disaster declaration will provide for the reimbursement of a portion of costs for certain services, structural repairs, and replacement of eligible facilities.
 - b. Reimbursement for this work falls into one of two major types of work and seven subsequent categories of work.
 - (1) Emergency Work (must be completed within 6 months of the disaster declaration, subject to extensions of up to 6 months being granted by the GAR):
 - Category A (Debris Removal) - Removal of debris from publicly owned lands or waters; only under very dire situations, and with FEMA pre-approval,

has the federal government paid for debris removal from private property

- Category B (Emergency Protective Measures) - Measures undertaken to preserve public health and safety and to eliminate threats to public or private property (includes search and rescue, demolition of unsafe structures, public information on health and safety issues, and actions necessary to remove or reduce immediate threats to public health and safety and property)
- (2) Permanent Work (must be completed within 18 months of the disaster declaration, subject to extensions of up to 30 months being granted by the GAR):
- Category C (Roads, Signs, and Bridges) - Repair or replacement of existing public signs, roads, streets, and bridges
 - Category D (Water Control Facilities) - Repair, restoration, or replacement of flood control, drainage, irrigation works, and facilities which are operated and maintained by an eligible applicant, and which do not come under the provisions of another statutory authority
 - Category E (Buildings and Equipment) - Repair or replacement of existing buildings, except for those which are inactive or abandoned
 - Category F (Utilities) - Repair, restoration, or replacement of water, power, and sewage facilities
 - Category G (Parks, Recreational, and Other Facilities) - Repair, restoration, or replacement of parks and other recreational facilities, district roads and access facilities, costs associated with temporary facilities, and other costs approved by the FCO

5. Reimbursement

- a. The terms of reimbursement are defined within the declaration document issued by the President of the United States.

- b. Under normal circumstances, FEMA will reimburse not less than 75% of the eligible damages to public facilities and services.
 - c. Remaining costs will be borne by the State, local governments, or other eligible applicants, as determined by the Governor and South Carolina Legislature.
 - d. The Governor may request a cost share adjustment when the disaster is of such widespread severity and magnitude that the per capita impact to the State as a whole becomes too burdensome for the State or applicants to bear.
6. Public Assistance Office
- a. The State PAO will establish the State Public Assistance Office within the JFO.
 - b. The organization of the office will be flexible and capable of expanding or contracting as needed.
 - c. The typical staffing of the PAO is as follows:
 - State PAO- responsible for the overall management of the Public Assistance Office and coordination of all activities related to federal reimbursement of eligible applicants
 - Grants Manager - assists the State PAO in the management of the Office and coordinating federal reimbursement to eligible applicants
 - State Liaison Officer - serves as the State point of contact with one or more applicants, and will work closely with the FEMA Public Assistance Coordinator (PAC)
 - State Specialists - provide technical assistance to eligible applicants in the preparation and review of Project Worksheets (PW)
 - Flood Insurance Coordinator (provided by SCDNR) - provides technical assistance to eligible applicants on NFIP other insurance requirements, and reviews completed PWs for compliance with insurance requirements
 - Administrative Staff - process payments to eligible applicants, manage sub-grants with eligible applicants, and maintain accurate accounting of all financial transactions

- Support Staff - prepare routine correspondence and applications, maintain files, and perform necessary clerical work
- Legal Staff - review public assistance policies and procedures for compliance with applicable State, local and federal regulations and requirements

7. Supplemental Staffing

- a. In the event of a significant event, the existing staff of the SCEMD will be insufficient to staff the Public Assistance Office.
- b. The State PAO should immediately contact the following sources for assignment of staff:
 - Contractors with pre-approved contracts for staffing support of PA program
 - SCDEW for temporary public assistance specialists (planners, engineers, architects, etc.), administrative staff, and support staff
 - Professional Engineering Associations for temporary public assistance specialists
 - State agencies for temporary public assistance specialists, administrative staff, and support staff

8. Notification

- a. The State PAO will coordinate with the State PIO to notify State and local officials and eligible PNP organizations of the availability of federal public assistance funds.
- b. Notification may occur through written correspondence and telephone contacts, public notices in local newspapers, and broadcasts on local radio stations.
- c. Potential eligible applicants will be notified of the date, time, and location of the scheduled applicant's briefing.
- d. Co-ops may also be eligible applicants especially in terms of dams and electricity. A few utilities and dams are owned by State agencies or co-ops. In this case, these owners would be eligible to gain federal and state assistance if it is available. However, any utility or dam that is privately owned by a business or corporation is responsible for their own losses.

9. Public Assistance Grant Agreement
 - a. The GAR will develop a Public Assistance Grant Agreement (commonly referred to as the State/Applicant Agreement).
 - b. The Agreement defines and governs the request for and use of federal Public Assistance funds in a specific disaster.
 - c. The Agreement is signed by the GAR and designated applicant's agent.

10. Appeals
 - a. Any applicant, through the GAR, can appeal any FEMA determination on or denial of federal public disaster assistance.
 - b. This appeal must be made in writing within 60 days from the date of notification of FEMA's determination.
 - c. The applicant must provide sufficient information to allow the GAR to determine the facts and assess the validity of the appeal.
 - d. There are two levels of appeal. The first level appeal is to the Regional Director, and the second level is to the Director of Recovery at FEMA Headquarters.

11. Program Administration and Management
 - a. The Public Assistance Office will administer all public assistance grants, agreements, and contracts. When a PW is approved for an applicant, the applicant then becomes a sub grantee.
 - b. Public Assistance staff will be responsible for providing technical assistance to eligible applicants and sub grantees.
 - c. The Public Assistance staff will also be responsible for maintaining and submitting all documents and paperwork necessary to obligate and disburse Public Assistance funds including establishing and maintaining accounting records for each payment draw down by the State and each payment to sub grantees.
 - d. The MB3 system and the Emergency Management Mission Integrated Environment (EMMIE) will be used to manage current program data and reporting. The National Emergency Management Information System will be used to track historical program data.

XIV. HAZARD MITIGATION

- A. State Hazard Mitigation Officer (SHMO)
 - 1. The Governor will appoint a SHMO who will be responsible for coordinating, updating, and implementing the State Hazard Mitigation Program (pursuant to Section 322 of the Stafford Act).
 - 2. The SHMO will be responsible for implementation and management of the Hazard Mitigation Grant Program (HMGP) (pursuant to Section 404 of the Stafford Act).
- B. Federal Hazard Mitigation Officer (FHMO).
 - 1. The FCO will appoint a FHMO, who will be responsible for managing the HMGP for the specific disaster declaration.
 - 2. The FHMO serves as the SHMO's federal counterpart.
- C. Hazard Mitigation Programs. Information on mitigation programs and South Carolina mitigation actions can be found in the 2010 South Carolina Hazard Mitigation Plan.

XV. SUSTAINED RECOVERY

- A. Purpose
 - 1. People, communities, and governments can take years to recover from catastrophic disasters and the complexities of reestablishing critical infrastructure, providing basic humanitarian support, and ensuring the viable economic re-growth of a community cannot be borne by one agency alone.
 - 2. The talents of public and private entities must be brought together as true partners to ensure the most effective sustained recovery programs are developed.
 - 3. Immediately following any catastrophic event, the South Carolina Recovery Task Force (SCRTF) will work with governments to allow them planning assistance as well as provide information and ideas to better assist local jurisdictions in developing sustained recovery strategies.
 - 4. The decisions and implementation strategies in support of sustained recovery will continue to lie at the local government level.
- B. Sustained Recovery Structure

1. The SCRTF will bring together public and private entities to set priorities, share information and help facilitate a successful recovery operation for the state.
2. SCRTF participants will work with the SCRTF as a whole and may participate in several committees. Committees will be designed to transition response into recovery and will also be known as Recovery Support Functions (RSF). The RSFs will be broken down as follows:
 - a. Community Planning and Capacity Building
 - b. Economic
 - c. Health and Social Services
 - d. Housing
 - e. Infrastructure
 - f. Natural and Cultural Resources

C. Sustained Recovery Priorities

1. The SCRTF will establish statewide priorities for sustained recovery from each disaster.
2. While unique to each disaster, overall priorities will be established to meet the strategies and timeframes.
 - a. Emergency Work - Work is defined as those activities to save lives and protect property from further damage may include the following:
 - Debris Removal - Removal of debris from privately or publicly owned lands or waters
 - Emergency Protective Measures - Measures undertaken to preserve public health and safety and to eliminate threats to public or private property (includes search and rescue, demolition of unsafe structures, public information on health and safety issues, and actions necessary to remove or reduce immediate threats to public health and safety and property)
 - a. Permanent Work - Work defined as those activities to reestablish critical services to a community including:

- Roads and Bridges - Repair or replacement of existing public roads, streets, and bridges
- Water Control Facilities - Repair, restoration, or replacement of flood control, drainage, irrigation works, and facilities which are operated and maintained by a public or PNP entity
- Buildings and Equipment - Repair or replacement of existing buildings used for essential government-type services
- Utilities - Repair, restoration, or replacement of water, power, and sewage facilities
- Parks, Recreational, and Other Critical Facilities - Repair, restoration, or replacement of parks and other recreational facilities, district roads, and access facilities

3. Economic Recovery

a. Business Restoration, Repairs, and Recruitment.

- (1) Private businesses work towards bringing their facilities back to a safe and workable state.
- (2) The State and local government will work toward bringing employees back to allow the business to be at full capacity.

b. Business Losses

- (1) Businesses are primarily responsible for their own losses.
- (2) The SBA provides loans for Physical Disaster Business Loans and EIDL for businesses that have suffered damages from a disaster.
- (3) Physical Disaster Business Loans provides loans to replace and repair equipment, supplies, and buildings.
- (4) EIDL supplies businesses that suffered substantial economic loss with loans.
- (5) This funding allows businesses to meet the needs of the operating expenses to remain functional until their business is profitable again.

- c. The SCRTF and the SCEMD will maintain contact with the Chambers of Commerce to relay pertinent information to businesses concerning business restoration.
- d. Businesses and the Chambers may be able to gain guidance on economic restoration from the SCRTF. The SCRTF may be able to relay information as to if and when the critical infrastructure needed to support the population will be restored. The SCRTF would also be able to encourage businesses to rebuild once this infrastructure has been restored.
- e. Replacement of Lost Housing Stock
 - (1) Bringing in housing options for individuals allowing them to return to work.
 - (2) Initially, FEMA will provide temporary housing to assist disaster survivors through grant funding.
 - (3) The Housing Solutions Committee will coordinate with the various Chambers of Commerce and Homebuilders' Associations to encourage prompt repair and replacement of lost housing stock.

D. Sustained Recovery Timeframes

1. Timeframes for the reestablishment of those services defined as “vital” (listed above) will be established by the SCRTF as required.
2. All timeframes established in support of sustained recovery efforts will be tracked within a “Recovery Decision Matrix”. Although individual timeframes for completion may vary, the 44 CFR has established the following baseline for completion of vital recovery work within a disaster area:
 - Emergency Work (as defined above) - 6 months
 - Permanent Work (as defined above) - 18 months

E. Sustained Recovery Process

1. Once the SCRTF is fully operational, the SCRTF will coordinate the establishment of planning sessions across the impacted area. These planning sessions will bring together governments and private citizens in order to better understand the needs of the communities as they rebuild.
2. The results of these planning sessions will be distributed to the SCRTF to ensure proper coordination.

3. Once distributed, the SCRTF will work with federal, State, and local governments to maximize funding and coordination to local jurisdictions.
4. Resources will be identified and shared with local jurisdictions throughout the recovery process, and public-private partnerships will be developed to maximize the rebuilding of sustainable communities.

F. Sustained Recovery Procedures

1. Once the SCRTF has established disaster specific priorities and goals for a disaster, they will then focus on the development of long-term recovery procedures in support of the areas listed below.
2. Draft procedures will be submitted for review and concurrence to ensure established timeframes for recovery will be met in accordance with the priorities established by the SCRTF.

G. Restoration of Services

1. Restoration of services provided by state agencies or local governments is the responsibility of those entities.
2. For those services eligible under the PA program, Project Worksheets (PW) will be utilized to fund service restoration or replacement.
3. For ineligible services, responsible State agencies or local governments will develop their own restoration plans.

H. Restoration of Facilities

1. Restoration of facilities owned by state agencies or local governments is the responsibility of those governments.
2. For those facilities eligible under the PA program, PWs will be utilized to fund restoration or replacement.
3. For those non-government facilities ineligible under the PA program, the owners are solely responsible for the repair, replacement, or demolition, and may coordinate with the SCRTF as they deem appropriate.

I. Restoration of Infrastructure

1. Infrastructure may be owned by federal, State, or local government, PNP, or a for-profit company, and is the responsibility of the owner.
2. For the infrastructure eligible under the PA program, PWs will be utilized to fund restoration or replacement.

3. The Infrastructure Recovery Support Function of the SCRTF will coordinate with the USDOT and private utilities to assist in coordination of infrastructure restoration or replacement.

XVI. PLAN DEVELOPMENT AND MAINTENANCE

- A. The SCEMD Director has the overall responsibility for the development of this plan and for assuring the Governor that prompt and effective action can and will be taken to recover from the effects of a major or catastrophic emergency.
- B. This plan will be reviewed annually and updated as needed.
- C. Plan revisions will reflect changes in implementing programs and procedures, improvements in emergency management capabilities, corrections of deficiencies identified in exercises, etc.

XVII. ADMINISTRATION, LOGISTICS, AND FINANCE

- A. Administration and Finance
 1. See Annex 7 (Finance and Administration) to the SCEOP Basic Plan and the ESF-7 SOPs.
 2. The State will be the conduit for Federal funds, and will provide all eligible funding to applicants in accordance with program policy.
 3. Expenditures
 - a. A catastrophic emergency will require the expenditure of large sums of State and local funds.
 - b. Financial operations will be carried out under compressed schedules and intense political pressures which will require expeditious purchases that meet sound financial management and accountability requirements.
 4. Approvals
 - a. The approval to expend funds for response and recovery operations will be given by authorized officials from each agency and department.
 - b. Each agency should designate a responsible official to ensure that actions taken and costs incurred are consistent with identified missions.
 5. Recordkeeping

- a. All participating agencies must follow Office of Management and Budget (OMB) recordkeeping requirements.
- b. Each agency should maintain detailed records of the following types of expenditures, which may be incurred while providing requested assistance:
 - Wages (regular and overtime), travel, and per diem of permanent and temporary State agency personnel assigned solely to provide assistance
 - Costs of work, materials, and services procured under contract to support implementation of recovery efforts as well as bidding records
 - Costs of materials, equipment, and supplies (including transportation, maintenance, repair, etc.) from regular State agency stock
 - Costs incurred which are paid from trust, revolving, or other funds, and which reimbursement is required by law
 - Other costs incurred to provide assistance or otherwise facilitate recovery efforts, as directed by the SCO

B. Logistics - See Attachment A (South Carolina Logistics Plan) to the SCEOP.

XVIII. AUTHORITIES AND REFERENCES. See Attachment C (Authorities and References) to the SCEOP Basic Plan.

XIX. ACRONYMS AND GLOSSARY. See Attachment B (Acronyms and Glossary) to the SCEOP Basic Plan.