

APPENDIX 9
(SOUTH CAROLINA EMERGENCY REFUEL PLAN)
TO THE SOUTH CAROLINA EMERGENCY OPERATIONS PLAN

I. INTRODUCTION

- A. The efficient, timely, and sustainable supply and re-supply of diesel and unleaded motor fuels to emergency response vehicles and equipment is essential to enhance the overall disaster response/recovery effort and enable necessary assistance.
- B. In a post-disaster environment, fuel supply must be reliable, sustainable, and available within the impacted area. Emergency fueling points must be located in accessible areas and provided with the required fuel.

II. PURPOSE

Establish guidance for providing supply, re-supply, and dispensing of motor fuels as needed to Federal, State, county and municipal emergency response vehicles and/or equipment associated with an emergency response, located or operating within a disaster area, once all fuel sources used as part of normal operating procedures have been exhausted.

III. SCOPE

- A. The South Carolina Emergency Refuel Plan addresses refueling operations to be conducted in coordination with the South Carolina Emergency Operations Plan (SCEOP) and addresses responsibilities, processes, and actions specific to refueling operations.
- B. This plan focuses on the provision of fuel for emergency response activities to include responder vehicles and equipment.
- C. This plan can be used in conjunction with other hazard-specific appendices to the SCEOP as required.

IV. SITUATION

- A. South Carolina is vulnerable to a wide array of natural and man-made hazards which could impact the State, county and municipal government(s) ability to acquire, maintain, and dispense motor fuels to responding emergency response and agency vehicles and equipment. This plan supports all hazards identified in the State Emergency Operations Plan.
- B. All fueling points rely on commercial fuel suppliers for their fuel inventory and many rely on commercial electrical power as the source of electricity to power fuel dispensing equipment.
- C. Even relatively minor disaster impacts could interrupt the ability to dispense and/or produce the consistent supply of motor fuels.

- D. Disasters may impact widespread areas and/or numerous counties simultaneously, requiring State and/or Federal assistance with fueling operations.

V. CONCEPT OF OPERATIONS

A. Plan Activation

1. The State will execute this plan in response to a significant or potentially significant disaster or other event which threatens the supply or transmission of motor fuels to/in any South Carolina jurisdiction.
2. The following criteria will be considered when recommending activation of this plan:
 - a. Notification of a natural/man-made event that would affect fuel supply statewide.
 - b. An event within the State that threatens or disrupts the fuel supply to/within any county and requires a concentrated, long-term effort to locally distribute/redistribute motor fuel.
 - c. An event outside the State that threatens or disrupts the fuel supply to and within the State.
 - d. Upon resource request in which the requestor has less than 36 hours of fuel left for dispersal.
 - e. Activation of transportation, blending and environmental waivers.
 - f. Recommended conservation measures requested statewide.
 - g. As directed/coordinated.
3. Requesting entities that submit resource requests for fuel support to the SEOC should provide the following information in the resource request:
 - a. Types of missions that will be supported (e.g., fire, police, ambulance).
 - b. Days of supply on fuel on hand by type (gasoline and diesel).
 - c. Numbers of gallons required in a 24-hour period.
 - d. Numbers of vehicles, generators, other equipment to be supported in a 24-hour period.
 - e. Number of days of support requested, up to 3 days.
 - f. Equipment identification if known (tag number, serial number, model number etc.).

g. Billing Information (Name, Department, Address, Phone number).

B. Emergency Fueling/Refueling Points During Disaster Response

1. Because of their numbers, distribution, and fuel dispensing capabilities throughout the State, emergency response vehicles and/or equipment associated with an emergency response will use designated SCDOT and SCDOE maintenance yards as emergency fueling/refueling points during disaster response missions once all standard fuel sources have been exhausted.

C. Analysis to Determine Potential Affected Areas

1. For events with warning such as hurricanes, ESF-1, in coordination with SEOC Operations, will determine areas for plan execution by utilizing available decision tools (i.e. HURREVAC) and/or modeling software (i.e. Hazus) to estimate potential scope of impact and extent of damage.
2. Events without warning may require an immediate execution based on known impact conditions.

D. Refueling Operations

1. Initially, the primary purpose of the emergency refueling operation is to ensure the uninterrupted supply of fuel to vehicles and equipment engaged in or supporting disaster response missions. Such missions include, but are not limited to, security and other law enforcement missions, traffic control, reentry, EMS, fire, rescue (both human and animal), priority road clearing, emergency management, and response missions supported by SCDOT and SCDOE.
2. As the response matures, or based on fuel availability and/or need, vehicles supporting other missions may be serviced at the discretion of the yard owner/operator, or at the direction of SEOC Operations.
3. SCDOT and SCDOE maintenance yards may not be available in every county based on fuel burn rates and critical resupply levels. Maintenance yard availability will be based on statewide prioritization.
4. The Unified Command Group will set fuel prioritization. Potential users include vehicles and equipment from the following jurisdictions:
 - a) State government response vehicles and equipment permanently located or operating within the impacted county.
 - b) County government response vehicles and equipment if county operated facilities are damaged beyond use, back-up power is not available, manually dispensing fuel is impracticable, or insufficient

fuel is available through normal procurement channels or commercial sources.

- c) Municipal government response vehicles and equipment if municipally operated facilities are damaged beyond use, back-up power is not available, manually dispensing fuel is impracticable, or insufficient fuel is available from county, municipal or commercial sources.
- d) Vehicles and equipment operated by entities contracted by the above government agencies accomplishing missions in support of those government agencies, and fuel is not available from commercial sources.
- e) Users approved by SEOC Operations.
- f) Federal response vehicles and equipment operating within the impacted county if no prior federal arrangement has been accomplished for logistical support and an acceptable method of reimbursement for dispensed fuel has been agreed upon between the yard/fuel owner and the federal government.

E. Maintenance Yard Operations

1. As coordinated, and as events require, SCDOT and SCDOE must be prepared to execute this plan and conduct simultaneous operations at multiple yards/locations.
2. SCDOT and SCDOE maintenance yards vary in size, configuration, and types/quantities of fuel on-hand. To avoid potential overcrowding of yards and to enable vehicles to receive the correct types of fuel, a division of labor between SCDOT and SCDOE may be necessary regarding the numbers of vehicles to receive fuel, operating hours, the dispensing of diesel, unleaded gasoline, or both.
3. SCDOT and SCDOE will cooperatively pre-plan individual yard fueling capabilities and develop fuel operations plans to account for the above considerations.
4. SCDOT yard pumps operate only with Wright Express Cards (WEX). To enable fueling at SCDOT yards, all potential users are encouraged to acquire the cards through State Fleet Management and be added to the State Fuel Contract in order to facilitate timely resupply and reimbursement. Users may contact SCDOT, State Fleet Management, or SCEMD for more specific information.
5. Fuel may be dispensed to non-card holders at SCDOT maintenance yards utilizing specific SCDOT Supervisor WEX Cards in accordance with this plan, however tracking and invoicing will be required in order to facilitate

reimbursement. SCDOT will develop a process to manually track fuel issued if commercial supplies are no longer available to emergency services providers.

6. SCDOE fuel yards will only dispense diesel fuel.
7. SCDOE maintenance yards do not use the WEX card system, and are instead free flowing pumps. SCDOE yard employees will operate any pumps used in accordance with this plan, and vehicle usage and specifics will be logged for tracking and invoicing, and to facilitate reimbursement. SCDOE will develop a process to manually track fuel issued if commercial supplies are no longer available to emergency services providers.
8. In limited circumstances, the State may coordinate with State Fleet Management to deploy a limited number of fuel tankers to support the hardest impacted locations.

F. Maintenance Yards Use as Staging Areas

1. SCDOE maintenance yards may also be utilized as needed/ coordinated for Staging Areas.
2. The affected yards may not be tasked for post-impact fuel operations.
3. ESF-1, SEOC Operations, and SEOC Logistics will de-conflict and coordinate SCDOE yard missions prior to executing this plan.

G. Interface with Counties and Municipalities

1. At least annually, SCEMD, SCDOE and SCDOT will coordinate with county emergency management, public works officials, etc. to determine county and municipal emergency fueling capability.
2. If there is time prior to plan execution, SEOC Operations will contact affected county EOCs to determine the anticipated extent of county and municipal participation in emergency fueling at the State yards, coordinate plan execution date/times, and coordinate specific routes to begin clearing immediately post-impact.
3. Once the plan is implemented, SEOC Operations may contact the county EOCs and confirm county/municipal extent of participation, road clearing priorities and operations, and state yard conditions, and status of fuel site recovery plans and operations.
4. SEOC Operations will periodically contact the affected county EOCs for information, receive and process requests for fuel transport, back-up power, etc., and monitor plan execution.

5. Affected entities will submit a resource request to SEOC Logistics with anticipated daily fuel needs (gallons needed, pieces of equipment, burn rate, fuel type, etc.) that will then get tasked to ESF-1. ESF-1 will coordinate and establish fuel yard operations.
6. As the demand for emergency refueling decreases, SEOC Operations, in coordination with ESF-1 and ESF-12 will contact the affected county EOCs to coordinate specific dates/times for terminating emergency fuel operations by county.
7. Recommendations for successful execution of the plan for counties/municipalities:
 - a. Enroll in State Fuel contract through State Fleet Management.
 - b. Establish relationships with SCDOT/SCDOE fuel yards to ensure proper access to facilities during emergency refueling operational periods.
 - c. When possible, pre-identify emergency response vehicles, generators, and other equipment that would require fuel before an event and estimate burn rate for those items.
 - d. Consider developing a local emergency refuel plan that involves local vendors to support first responder refueling.
 - e. Consider developing or increasing local fuel storage options, if feasible.

H. Fuel Supply

1. For events with warning, SCDOT and SCDOE will ensure storage tanks are serviced prior to impact to ensure a maximum amount of fuel is available immediately post-disaster.
2. Both SCDOT and SCDOE will employ normally contracted suppliers for pre- and post-disaster fuel supply.
3. For large-scale fuel operations or operations requiring further fuel support, the State, through resource requests, SEOC Logistics and/or ESF-7 (Finance and Administration), may contract with appropriate suppliers and/or the federal government to provide fuel transport and/or dispensing equipment.
4. SCDOT/SCDOE may be required to employ some or all of their mobile tankers to provide fuel transport between yards and/or dispense fuel to users. The need and prioritization for these tankers will be coordinated through ESF-1, utilizing the resource request process.

I. Post-Disaster Yard Access

1. SCDOT & SCDOE will pre-plan access routes into and out of the yards in all counties. Such routes should provide a minimum of potential obstructions, bridges, tree lines, and other impediments to rapid route clearing.
2. SCDOT and SCDOE fueling points may establish designated operating hours for responder fueling to avoid conflicting with internal SCDOT/SCDOE fueling operations. However, urgent needs for fuel will be accommodated as the situation dictates.
3. ESF-1, in coordination with SEOC Operations, may prioritize route clearing of maintenance yard access by county, municipal, and contracted resources at the expense of other route clearing operations. SEOC Operations, in coordination with the Executive Group and ESF-1, will set overall clearing priorities.
4. If disaster impacts are so severe that route clearing is not practical or yards are damaged beyond practical use, yards in neighboring jurisdictions will be used to support fuel operations in the impacted areas.

J. Post-impact Security

1. Depending on disaster conditions, the Maintenance Yards/Refueling Points may require 24-hour security as required.
2. Owning agencies will coordinate security requirements and missions with ESF-1 who will coordinate with SEOC Logistics, ESF-13 (Law Enforcement) and the affected counties/municipalities.

K. Reimbursement for fuel dispensed

1. Using agencies are responsible for paying for fuel received either by WEX card or by existing account.
2. Jurisdictions not enrolled in the State Fuel Contract or without existing fuel contracts will submit payment to the owning agency (i.e., SCDOT, SCDOE), through the owning agency's pre-defined invoice process. Should the state receive a Presidential Disaster Declaration. Jurisdictions may then request reimbursement through Category B Public Assistance programs as per standard operating procedures.

L. Use of Private Sector Sites as Fueling Sites

1. As the situation requires, SCEMD may develop further protocols with private sector providers to participate in this plan.

2. The extent of participation may include the bulk transport of fuels to the state yards or the operation of commercial filling stations as government and public fueling points.
3. Based on the extent, scope and scale of commercial provider participation, the need for operations at the SCDOT and SCDOE yards may be reduced in the future.

M. Plan Termination

1. SEOC Operations, in coordination with ESF-1, ESF-12, the Executive Group, appropriate counties, and municipalities, will determine the timing and areas within which to reduce or terminate the operation.

N. Public Information

1. Recognizing the need for all SERT agencies to communicate clear, concise and consistent information to residents, all public communications will be coordinated through the state Joint Information Center (ESF-15).
2. The Office of Regulatory Staff will serve as the ESF-15 lead coordinator for content review and approval from the Governor's Office. SCEMD Public Information staff will support the Governor's Office, ORS and all relevant state and local agencies as requested and in accordance with the established ESF-15 Standard Operating Procedures. Such support may include but is not limited to drafting messaging for executive leadership and news release content, social media monitoring and engagement, arranging media briefings, providing accessible language interpreters, activating the state's emergency alerting resources and providing supplemental public information support staffing by request.

VI. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

A. ESF-1 (Department of Transportation)

1. Responsible for planning, coordinating, and monitoring of the plan execution, and will coordinate plan implementation with SCEMD and SCDOE.
2. Annually coordinate, update, and exercise the plan.
3. In coordination with SCEMD and SCDOE, annually determine and update county and municipally owned maintenance yard back-up power capabilities and requirements and coordinate fuel requirements with county and municipal governments. Determine and/or confirm maintenance yard requirements for backup power and develop requests for pre-positioning power generation equipment.

4. Develop and/or annually review access routes to all SCDOT maintenance yards and based on yard size and configuration, develop traffic flow patterns and pre-planned yard fueling capacities.
5. In coordination with SEOC Operations and the Executive Group, determine the need for emergency fueling operations and be prepared to execute this plan and conduct simultaneous operations at multiple yards/locations.
6. For events with warning, ensure storage tanks are serviced prior to impact to ensure a maximum amount of fuel is available immediately post-disaster.
7. In coordination with SEOC Operations, determine areas for fueling operations, the timing of plan implementation, and, in coordination with the SEOC Logistics, specific SCDOT and SCDOE yard mission tasking.
8. In coordination with SEOC Operations and Logistics, de-conflict and coordinate Staging Area missions for SCDOE yards prior to executing this plan.
9. Coordinate requests for security through SEOC Logistics with ESF-13 and the affected counties/municipalities.
10. Coordinate the use of SCDOE mobile tankers to provide fuel transport between yards and/or dispense fuel to users.
11. Immediately prior to and during plan execution, coordinate with SCDOT contracted fuel suppliers for provision of bulk fuel.
12. Develop, consolidate and submit fuel usage reports, SITREP inputs and other reports as required including matters that may be needed for inclusion in agency or State/federal briefings, situation reports and action plans.

B. ESF-1 (Department of Education)

1. In coordination with SCEMD and SCDOT, annually determine and update county and municipally owned maintenance yard back-up power capabilities and requirements and coordinate fuel requirements with county and municipal governments.
2. In coordination with SCDOT, develop and/or annually review access routes to all SCDOE maintenance yards.
3. Determine and/or confirm maintenance yard requirements for backup power and develop requests for pre-positioning power generation equipment.
4. Based on yard size and configuration, develop and/or maintain traffic flow patterns and pre-planned yard fueling capacities/ capabilities.

5. Determine availability and be prepared to use SCDOE-owned mobile tankers as transport or dispensing vehicles.
6. For events with warning, ensure storage tanks are serviced prior to impact to ensure a maximum amount of fuel is available immediately post-disaster.
7. Immediately prior to and during plan execution, coordinate with SCDOE contracted fuel suppliers for provision of bulk fuel.
8. Be prepared to execute this plan and conduct simultaneous operations at multiple yards/locations. Facilities should be prepared to document fuel usage for reimbursement purposes.
9. Monitor plan execution and coordinate additional yard and fuel support as required.
10. Develop and submit to ESF-1 fuel usage reports, SITREP inputs and other reports as required including matters that may be needed for inclusion in agency or State/federal briefings, situation reports and action plans.

C. South Carolina Emergency Management Division

1. In coordination with SCDOT and SCDOE, annually determine and update county and municipally owned maintenance yard back-up power capabilities and requirements and coordinate fuel requirements with county and municipal governments.
2. Determine risk, potential impact to State/counties, scope, scale, extent of damage, operational status of yards in impacted areas, and counties/areas required for plan execution.
3. In coordination with the Executive Group, ESF-12, and ESF-1, determine the need for emergency fueling operations, and direct the plan execution and termination.
4. Coordinate the implementation of this plan with affected/potentially affected county EOCs. If there is time prior to plan execution, contact affected county EOCs to determine the anticipated extent of county and municipal participation in emergency fueling at the State yards, and coordinate plan execution date/times. Once the plan is implemented, contact the county EOCs and confirm county/municipal extent of participation, road clearing priorities and operations, and state yard conditions.
5. In coordination between SEOC Operations, SEOC Logistics and ESF-1, de-conflict and coordinate staging area missions for SCDOE yards prior to executing this plan.

6. Assist ESF-1 in coordinating requests for security with ESF-13 and the affected counties/ municipalities.
7. Through SEOC Logistics, monitor the plan execution and be prepared to source additional fuel from vendors within the State or from federal sources through FEMA.
8. For large-scale fuel operations or operations requiring further fuel support, through SEOC Logistics and/or ESF-7 contract with appropriate suppliers and/or the federal government to provide fuel transport and/or dispensing equipment.
9. Coordinate the termination of plan execution by county and/or regionally.
10. Consolidate and retain fuel usage reports, SITREP inputs and other reports as required including matters that may be needed for inclusion in agency or State/Federal briefings, situation reports and action plans.

D. ESF-12 (Energy)

1. Monitor the overall fueling operation impacts on consumer fuel and assist DOT and DOE as necessary.
2. Assist with status of commercial markets through direct contact with suppliers, transporters, and Gas Buddy.
3. Provide fuel supply status updates to ESF-15 for public dissemination.
4. In conjunction with SEOC Operations and ESF-1, Coordinate specific dates/times for terminating refueling operations by county

E. ESF-13 (Law Enforcement).

Coordinate with local law enforcement agencies and State law enforcement agencies for security requirements and missions in support of the fueling points as requested by ESF-1 and SEOC Operations.

F. ESF-15 (Public Information)

1. Coordinate information to residents through the state Joint Information Center.
2. Liaise with Governor's Office and ESF-12 for content accuracy and approval.
3. Support the Governor's Office, ORS and all relevant state and local agencies as requested and in accordance with the established ESF-15

Standard Operating Procedures. Such support may include but is not limited to drafting messaging for executive leadership and news release content, social media monitoring and engagement, arranging media briefings, providing accessible language interpreters, activating the state's emergency alerting resources and providing supplemental public information support staffing by request.

G. ESF-16 (Emergency Traffic Management)

1. Assist ESF-1 (Transportation) with route planning during priority fueling operations and with primary and secondary route development if needed.
2. Prioritize the movement of bulk fuel trucks as required and prioritize bulk fuel shipments for timely travel to/from selected priority fuel sites as needed.

VII. ADMINISTRATION, LOGISTICS, AND FINANCE

A. Administration and Finance. See Annex 7 (Finance and Administration) to the SCEOP.

B. Logistics. See Attachment A (SC Logistics Plan) to the SCEOP.

VIII. CONTINUITY OF GOVERNMENT (COG)

See Section VII (Concept of Operations), Paragraph L (Continuity of Government) of the SCEOP.

IX. CONTINUITY OF OPERATIONS (COOP)

See Section VII (Concept of Operations), Paragraph M (Continuity of Operations) of the SCEOP.

X. PLAN DEVELOPMENT AND MAINTENANCE

SCEMD and designated stakeholders and partners identified in this plan will review this Appendix on a biennial basis and update/revise as necessary.

XI. AUTHORITIES AND REFERENCES

See Attachment C (Authorities and References) to the SCEOP.

XII. ACRONYMS AND GLOSSARY

See Attachment B (Acronyms and Glossary) to the SCEOP.

XIII. ATTACHMENTS

A. Pipeline Disruption Plan

**ATTACHMENT A TO APPENDIX 9 (EMERGENCY REFUEL PLAN)
TO THE SOUTH CAROLINA EMERGENCY OPERATIONS PLAN**

PIPELINE DISRUPTION PLAN

I. INTRODUCTION

The efficient, timely, and sustainable supply and re-supply of diesel and unleaded motor fuels to emergency response vehicles and equipment is essential to enhance the overall disaster response/recovery effort and enable necessary assistance.

II. PURPOSE

Provide supply, re-supply, and dispensing of motor fuels as needed to Federal, State, county, and municipal emergency response vehicles, in the event of a pipeline disruption.

III. ASSUMPTIONS

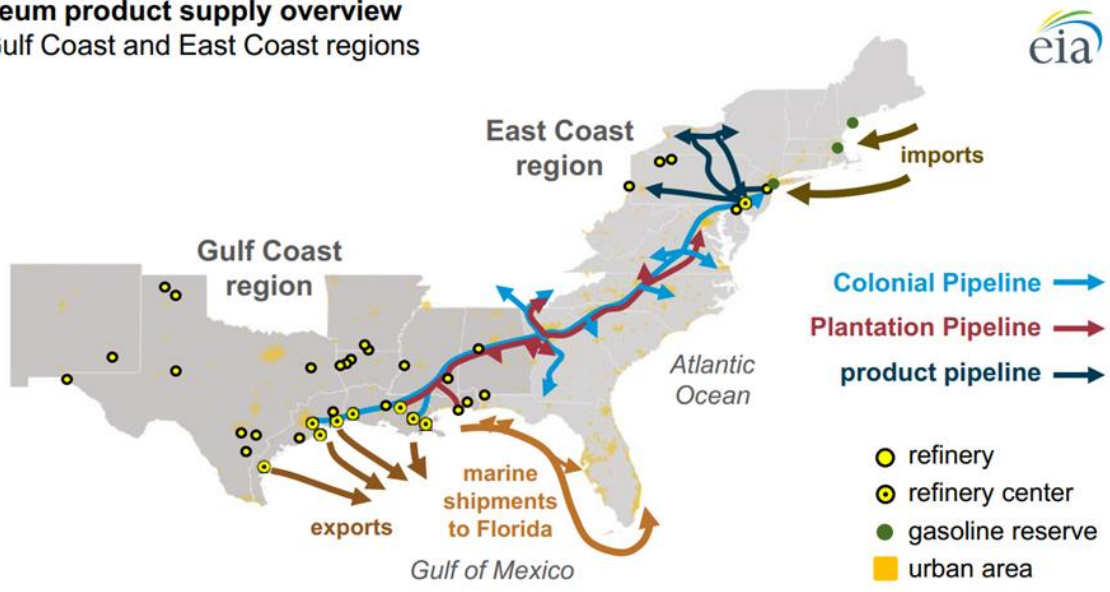
- A. The shutdown of pipeline operations could impact the State, county, and municipal government's ability to acquire, maintain, and dispense motor fuels to responding emergency response and agency vehicles and equipment.
- B. All fueling points rely on commercial fuel suppliers for their fuel inventory and many rely on commercial electrical power as the source of electricity to power the fuel dispensing equipment.
- C. All government agencies are recommended to reduce use rates of vehicles to essential duties and travel only. These procedures should be executed as soon as possible to prolong current fuel supplies and should be continued until the supply is back to normal operational levels.

IV. SITUATION

- A. Colonial Pipeline is the largest refined products pipeline system (approximately 5,500 miles) in the U.S. transporting approximately 2.5 million barrels per day of refined oil products such as home heating oil, gasoline, jet fuel, and diesel from Houston, Texas to Linden, New Jersey.
- B. The pipeline system is estimated to supply approximately 45% of all fuel consumed on the East Coast.
- C. Colonial Pipeline provides 70% of the petroleum products to South Carolina; the remaining 30% is provided by a combination of Plantation Pipeline and through the port of Charleston. South Carolina consumes 2.6 billion gallons of motor fuel annually.

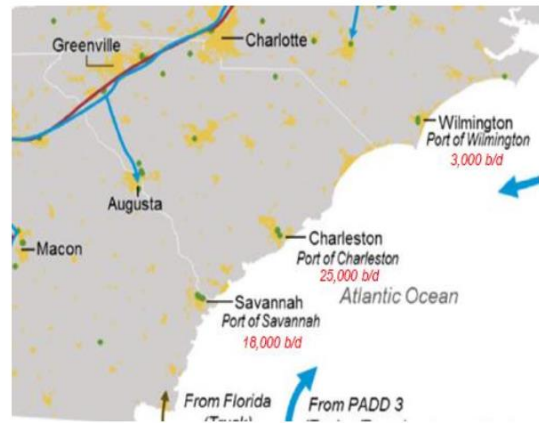
**ATTACHMENT A TO APPENDIX 9 (EMERGENCY REFUEL PLAN)
TO THE SOUTH CAROLINA EMERGENCY OPERATIONS PLAN**

Petroleum product supply overview
U.S. Gulf Coast and East Coast regions



Transportation Fuels Overview

- Colonial transports 2.5 million b/d (70%) of South Carolina’s fuel
- Kinder Morgan transports 720,000 b/d



V. CONCEPT OF OPERATIONS

A. Responsibilities

1. ESF-1 (Transportation) is responsible for planning, coordinating, and monitoring execution of the plan and will coordinate plan implementation with SC Department of Transportation (SCDOT) and SC Department of Education (SCDOE).

**ATTACHMENT A TO APPENDIX 9 (EMERGENCY REFUEL PLAN)
TO THE SOUTH CAROLINA EMERGENCY OPERATIONS PLAN**

2. The State Emergency Operations Center (SEOC) Operations, in coordination with the Executive Group, ESF-1 and ESF-12, is responsible for determining the need for emergency fueling operations, and directing plan execution and termination.
3. ESF-1, in coordination with the SEOC Operations, will determine the areas for fueling operations, the timing of plan implementation, and, in coordination with SEOC Logistics, specific SCDOT and SCDOE yard mission tasking.
4. SEOC Operations will coordinate the implementation of this plan with affected/potentially affected County Emergency Operations Centers (EOCs).
5. ESF-1 will coordinate maintenance yard activation/ operation and fuel supply/resupply with the owning agency.
6. ESF-12 (Energy) will monitor the overall fueling operation and coordinate requested State assistance as necessary.
7. SEOC Logistics will monitor the plan execution and be prepared to source additional fuel from vendors within the State or from federal sources through FEMA.

B. Emergency Fueling/Refueling Points During Fuel Disruptions

See Attachment A for a listing of SCDOT and SCDOE Maintenance Yards and locations.

C. Plan Activation

1. The State will execute this plan in response to an event which threatens the supply or transmission of motor fuels to/in any South Carolina jurisdiction.
2. This plan does not have to be activated in its entirety; it can be activated on a county-by county basis.
3. The following criteria will be considered when recommending activation of this plan:
 - a. At a county or State agency's request via resource request, due to an event that threatens or disrupts the fuel supply to and within the State. Requestor must have less than 36 hours of fuel supply remaining.
 - b. As directed/coordinated.

**ATTACHMENT A TO APPENDIX 9 (EMERGENCY REFUEL PLAN)
TO THE SOUTH CAROLINA EMERGENCY OPERATIONS PLAN**

4. Counties should consider executing the following methods and procedures to verify that all potential solutions have been explored before submitting any resource request:
 - a. Consider temporarily reducing daily fuel burn rate by limiting to emergency services only.
 - b. Contact suppliers to determine if they could give emergency services priority.
 - c. Push local public messaging to decrease panic buying.

D. Refueling Operations

1. The primary purpose of the fuel operation is to ensure the uninterrupted supply of fuel to first responder vehicles and vehicles assigned to first responder missions. These missions include, but are not limited to, security and other law enforcement missions, traffic control, EMS, fire, rescue (both human and animal), emergency management, and response missions critical to emergency response and safety, as supported by SCEMD, SCDOT and SCDOE.
2. Based on fuel availability and/or need, vehicles supporting other missions may be serviced at the discretion of the yard owner/operator or at the direction of SEOC Operations.
3. Potential users include vehicles from the following jurisdictions:
 - State government response vehicles and equipment permanently located or operating within the impacted county if fuel is not available from commercial sources.
 - County government response vehicles and equipment if insufficient fuel is available from county, municipal or commercial sources.
 - Municipal government response vehicles and equipment if insufficient fuel is available from county, municipal or commercial sources.
 - Vehicles and equipment operated by entities contracted by the above government agencies accomplishing missions in support of those government agencies, and fuel is not available from commercial sources.

**ATTACHMENT A TO APPENDIX 9 (EMERGENCY REFUEL PLAN)
TO THE SOUTH CAROLINA EMERGENCY OPERATIONS PLAN**

- Users approved by SEOC Operations, including any Federal vehicles in need of fuel that are supporting emergency response missions.

E. Interface with the Counties and Municipalities

1. The GasBuddy Fuel Tracker may be activated for South Carolina: <https://tracker.gasbuddy.com/>

When fuel availability features are activated for an area, the free app can differentiate stations that have no gasoline, no diesel or no power so that motorists can try other stations. The crowdsourced tracker can be updated by motorists and displays the status for locations that have been reported to GasBuddy. Motorists are encouraged to report the status of any station they see to help others find gasoline or avoid stations with no fuel or power.

2. If there is time prior to plan execution, SEOC Operations will contact affected county EOCs to determine the anticipated extent of county and municipal participation in emergency fueling at the State yards, and coordinate plan execution date/times.
3. Once the plan is implemented, SEOC Operations will contact the county EOCs and confirm county/municipal extent of participation, priorities and operations, and state yard conditions.
4. SEOC Logistics will receive and process requests for fuel transport, back-up power, etc., and generally monitor plan execution. ESF-12 will assist with status of commercial markets through direct contact with suppliers, transporters, and Gas Buddy.
5. As the demand for emergency refueling decreases, SEOC Operations, in coordination with ESF-1 and ESF-12 will contact the affected county EOCs to coordinate specific dates/times for terminating emergency fuel operations by county.

F. Fuel supply

1. Both SCDOT and SCDOE will employ normally contracted suppliers.
2. For large-scale fuel operations or operations requiring further fuel support, the State, through SEOC Logistics and/or ESF-7 (Finance and Administration), may contract with appropriate suppliers and/or the federal government to provide fuel transport and/or dispensing equipment.

**ATTACHMENT A TO APPENDIX 9 (EMERGENCY REFUEL PLAN)
TO THE SOUTH CAROLINA EMERGENCY OPERATIONS PLAN**

3. SCDOE may be required to employ some or all of their mobile tankers to provide fuel transport between yards and/or dispense fuel to users. The need for these tankers will be coordinated through the ESF-1.

G. Yard Access

1. Normal SCDOT refueling hours are 0830 – 1700.
2. SCDOT and SCDOE fueling points may establish designated operating hours for responder fueling in order to not conflict with internal SCDOT/SCDOE fueling operations. However, urgent needs for fuel will be accommodated as the situation dictates.

H. Security

1. Depending on impacts, conditions and civil unrest activity, the Maintenance Yards/Refueling Points may require 24-hour security as required.
2. Owning agencies will coordinate security requirements and missions with ESF-1 who will coordinate through SEOC Logistics with ESF-13 (Law Enforcement) and the affected counties/municipalities if security is needed.
3. Yards that require card access will forego requirements during emergency operations.

I. Reimbursement for fuel dispensed

1. Using agencies are responsible for paying for fuel received either by WEX card or by existing account.
2. Jurisdictions not enrolled in the State Fuel Contract or without existing fuel contracts will submit payment to the owning agency (i.e., SCDOT, SCDOE), through the owning agency's pre-defined invoice process. Jurisdictions may then request reimbursement through Category B Public Assistance programs as per standard operating procedures.

J. Plan termination

SEOC Operations, in coordination with ESF-1, ESF-12, the Executive Group, appropriate counties, and municipalities, will determine the timing and areas within which to terminate the operation.

**ATTACHMENT A TO APPENDIX 9 (EMERGENCY REFUEL PLAN)
TO THE SOUTH CAROLINA EMERGENCY OPERATIONS PLAN**

K. Public Information

1. Recognizing the need for all SERT agencies to communicate clear, concise and consistent information to residents, all public communications will be coordinated through the state Joint Information Center (ESF-15).
2. The Office of Regulatory Staff will serve as ESF-15 lead coordinators for content review and approval from the Governor's Office. SCEMD Public Information staff will support the Governor's Office, ORS and all relevant state and local agencies as requested and in accordance with the established ESF-15 Standard Operating Procedures. Such support may include but is not limited to drafting messaging for executive leadership and news release content, social media monitoring and engagement, arranging media briefings, providing accessible language interpreters, activating the state's emergency alerting resources and providing supplemental public information support staffing by request.

VI. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

A. South Carolina Emergency Management Division

1. In coordination with the Executive Group, ESF-1 and ESF-12, determine the need for emergency fueling operations, and direct the plan execution and termination.
2. Coordinate the implementation of this plan with affected/potentially affected county EOCs.
3. Once the plan is implemented, contact the county EOCs and confirm county/municipal extent of participation and state yard conditions.
4. Assist ESF-1 in coordinating requests for security with ESF-13 and the affected counties/ municipalities.
5. Through SEOC Logistics, monitor the plan execution and be prepared to source additional fuel from vendors within the State or from federal sources through FEMA.
6. For large-scale fuel operations or operations requiring further fuel support, through SEOC Logistics and/or ESF-7 contract with appropriate suppliers and/or the federal government to provide fuel transport and/or dispensing equipment.
7. Coordinate the termination of plan execution by county and/or regionally.

**ATTACHMENT A TO APPENDIX 9 (EMERGENCY REFUEL PLAN)
TO THE SOUTH CAROLINA EMERGENCY OPERATIONS PLAN**

8. Consolidate and retain fuel usage reports, SITREP inputs and other reports as required including matters that may be needed for inclusion in agency or State/Federal briefings, situation reports and action plans.
- B. ESF-1 (Department of Education)
1. Confirm maintenance yard requirements for backup power, and develop requests for positioning power generation equipment.
 2. Based on yard size and configuration, maintain traffic flow patterns and pre-planned yard fueling capacities/ capabilities.
 3. Determine availability and be prepared to use SCDOE-owned mobile tankers as transport or dispensing vehicles.
 4. Immediately prior to and during plan execution, coordinate with SCDOE contracted fuel suppliers for provision of bulk fuel.
 5. Be prepared to execute this plan and conduct simultaneous operations at multiple yards/locations.
 6. Monitor plan execution and coordinate additional yard and fuel support as required.
 7. Develop and submit to ESF-1 fuel usage reports, SITREP inputs and other reports as required including matters that may be needed for inclusion in agency or State/federal briefings, situation reports and action plans.
- C. ESF-1 (Department of Transportation)
1. In coordination with SEOC Operations, ESF-12, and the Executive Group, determine the need for emergency fueling operations.
 2. Responsible for coordinating and monitoring of plan execution, and will coordinate plan implementation with SCEMD and SCDOE.
 3. Confirm maintenance yard requirements for backup power, and develop requests for positioning power generation equipment.
 4. Based on yard size and configuration, develop traffic flow patterns and pre-planned yard fueling capacities.
 5. Coordinate maintenance yard activation/operation and fuel supply/resupply with the owning agency.

**ATTACHMENT A TO APPENDIX 9 (EMERGENCY REFUEL PLAN)
TO THE SOUTH CAROLINA EMERGENCY OPERATIONS PLAN**

6. Coordinate requests for security with through SEOC Logistics with ESF-13 and the affected counties/municipalities.
7. Be prepared to execute this plan, conduct simultaneous operations at multiple yards/locations, and coordinate additional fuel support as required.
8. Coordinate the use of SCDOE mobile tankers to provide fuel transport between yards and/or dispense fuel to users.
9. Immediately prior to and during plan execution, coordinate with SCDOT contracted fuel suppliers for provision of bulk fuel.
10. Develop, consolidate and submit fuel usage reports, SITREP inputs and other reports as required including matters that may be needed for inclusion in agency or State/federal briefings, situation reports and action plans.

G. ESF-12 (Energy)

Monitor the overall fueling operation and coordinate requested State assistance as necessary.

H. ESF-13 (Law Enforcement).

Coordinate with local law enforcement agencies and State law enforcement agencies for security requirements and missions in support of the fueling points as requested by ESF-1 and SEOC Operations.

I. ESF-16 (Emergency Traffic Management)

1. Assist ESF-1 (Transportation) with route planning during priority fueling operations and with primary and secondary route development if needed.
2. Prioritize the movement of bulk fuel trucks as required and prioritize bulk fuel shipments for timely travel to/from selected priority fuel sites as needed.