Emergency Response Resource Requirements

Resource Category	Function / Purpose	Quantity	Response Time	Knowledge / Training Capability/Limitations	Cost / Liability	Comments
INTERNAL — Human Resourses (Personnel required if function is performed)	Evacuation Team					
	Shelter-In-Place Team					
	First Aid / CPR Team					
	Hazardous Materials					
	Rescue					
	Supervise Building Systems and Utilities (emergency power HVAC, etc.)					
	Security					
	Property Conservation					
Systems	Warning System (Fire Alarm, Public Address, tornado siren, etc.)					
	Exits (2 exit routes from all areas, assembly area outsided)					
	Fire Protection (detection, alarm, sprinklers, special supression)					
	Pollution containment					
	Other					
Equipment	Communications (radios, landline and wireless phones, smartphones)					
	First Aid / Automated External Defibrillator (AED)					
	Fire Protection (fire extinguishers)					
	Spill containment and cleanup					
	Personal protective equipment					
	Tools					
	Other					

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Resource Category	Function / Purpose	Quantity	Response Time	Knowledge / Training Capability/Limitations	Cost / Liability	Comments
INTERNAL						
Materials & Supplies	Fuel for fire pump and generator					
	Spare batteries					
	Food and water					
	Other					
Funding	Prevention / deterrence, response, continuity and recovery					
EXTERNAL						
Public Emergency Services	Emergency medical services					
	Firefighting					
	Rescue					
	Hazardous materials					
Contractual Services	Contract labor					
	Trades (electrical, plumbing, fire protection, cleanup, etc.)					
	Hazardous materials					
	Other					
Partnership Agreements	Mutual Aid or Reciprocal Agreements					

Instructions: Identify resources for response to emergencies and to prepare a facility for a forecast event (e.g., hurricane, flooding, etc.). Consider the quantity needed, when they would be needed (response time), capabilities required (knowledge, training, certifications), limitations associated with the resource (availability, response time, or capabilities), and the costs and liability associated with a resource. The last column can be used to compile notes. Resource assessment is a process to identify required resources so that decisions can be made about emergency response. Examples provided do not mean that the resource must be provided. Regulations define minimum requirements. Once minimum requirements have been met, the business must decide what additional resources should be provided to accomplish the goals and performance objectives for the program.