

**ESF #11 Daily Report RRCC** (NLT 2400 hrs EST)  
 Distribution: NRCC ESF #11 Desk, HQ ESF #11 Coordinator, REPM

**“EVENT”**

<b>DATE:</b>
<b>FEMA REGION:</b>

**SECTION I - RRCC CONTACT INFORMATION**

<b>PREPARED BY:</b>	<b>TIME:</b>	<b>ESF #11 DESK PHONE:</b>
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**SECTION II - SUMMARY**

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**SECTION III - MISSION ASSIGNMENTS**

FEMA MA NUMBER	AGENCY	PURPOSE	MA AMOUNT	DATE	
				START	EXPIRES

**SECTION IV - ACTIVITIES**

KEY ISSUES List the top 3-5 priorities currently being supported. If in play, provide status	RESPONSE AUTHORITY (Statutory, Mission Assignment, other)	OBJECTIVES / RESPONSES Anticipated requirements to accomplish mission	CHALLENGES Challenges and resolution	NEXT STEPS Pending issues

**SECTION V – APHIS AND PARTNER AGENCY RESOURCES DEPLOYED**

FEMA MISSION ASSIGNMENT NUMBER	NUMBER OF PERSONNEL DEPLOYED	TYPE / NUMBER OF EQUIPMENT DEPLOYED	AGENCY	EST RETURN DATE

**INSTRUCTIONS FOR COMPLETING THE FORM**

*The purpose of this report is to capture information regarding activities associated with ESF#11 response activities, which have occurred within the past 24 hours, as well as, projecting out any needs, challenges, and/or next steps within the next 24 – 48 hours. The report needs to be submitted to the “Distribution List” before 2400 hours EST. Information from the JFO should be captured and consolidated with the RRCC information and submitted on this report.*

- **EVENT** – Indicate the Event “HURRICANE RON”
- **DATE** – Indicate the Date in the report mm/dd/yy
- **FEMA REGION** – Indicate the Region your are Reporting for: I, II, III, IV, V, VI, VII, VIII, IX, or X.

#### **SECTION I – RRCC CONTACT INFORMATION**

- **Prepared By** - Indicate the Name of the individual submitting the report (First, Last)
- **Time** – Indicate the Time
- **ESF-11 Desk Phone** – Indicate the Phone Number

#### **SECTION II - SUMMARY**

- Provide a brief Summary of ESF#11 Response Activities. If there is contractor activity, then provide a summary of the contractor’s activity.

#### **SECTION III - MISSION ASSIGNMENTS**

- **FEMA Mission Assignment** – Indicate the number (Located in block 1 in section VII on FEMA Form 90-129)
- **PURPOSE** – Indicate the Purpose of the MA (Refer to section II on FEMA Form 90-129)
- **MA AMOUNT** – Indicate the Amount on the Mission Assignment (Refer to block two in section VII on FEMA Form 90-129)
- **DATE STARTED** – Indicate the date (Refer to Section IV on FEMA Form 90-129 for date).
- **DATED EXPIRES** – Indicate the Date (Refer to Section IV on FEMA Form 90-129 for the date)

#### **SECTION IV – ACTIVITIES**

- **KEY ISSUES** - List top 3-5 priorities currently being supported. If in play, provide status. Example: ESF-11 is monitoring need for USDA food disaster assistance.
- **RESPONSE AUTHORITY** – Identify which authority the activities described are being conducted under (statutory, mission assignment, or other)
- **OBJECTIVES / RESPONSES** - What is the benefit to State/local agencies? What are the anticipated requirements to accomplish the mission? Example: USDA shipped 875 cases food commodities to the Laredo Independent School District for use in shelters. USDA also shipped 1,228 cases to Hidalgo County for use in 9 shelters housing 2,304 evacuees. Salvation Army has not requested any commodities as of July 24, 2008 at 1100 EDT.
- **CHALLENGES** - List any limiting factors impacting mission capability. Indicate what you are doing to resolve these challenges in order to meet your objectives. If there are no challenges or shortfalls, indicate “None”
- **NEXT STEPS** - Identify the "forward leaning" objectives to be addressed within the next 24 to 48hrs. (These should be different from the top 3 objectives listed initially). Example: Food and Nutrition Service (FNS) will deploy a 5-member team to the Rio Grande Valley area to assess operational status of commercial grocery stores, food stamp certification offices, and shelters using food commodities.

#### **SECTION V – APHIS AND PARTNER AGENCY RESOURCES DEPLOYED**

- **FEMA Mission Assignment number**– Indicate the number (Located in block 1 in section VII on FEMA Form 90-129)
- **NUMBER OF PERSONNEL DEPLOYED** – Indicate the number of APHIS personnel deployed. Note: Use separate lines for the RRCC and JFO staff. If there is more than one JFO, then indicate the other JFO on a separate line. **Make sure numbers match the daily ROSS spreadsheet of APHIS employees deployed for that date.** Don’t include Contractors. Also indicate the numbers of partner agency personnel deployed on separate lines.
- **TYPE/NUMBER OF EQUIPMENT DEPLOYED** – Indicate APHIS Equipment in the field (i.e., 2 ATV’s, 3 Aircraft, Helicopter, 7 boats). Do not list Contractor equipment or Government vehicles.
- **AGENCY** – Indicate which agency the personnel are from
- **EST DATE OF RETURN** – Indicate the estimated date the personnel are scheduled to return.

