



STATEMENT OF UNDERSTANDING (SOU)
Between EMERGENCY NETWORK LOS ANGELES and MEMBER AGENCIES

AGREEMENT MADE THIS _____ DAY OF _____, 202__

BETWEEN _____

(Herein referred to as “Member Agency”)

AND

EMERGENCY NETWORK LOS ANGELES

(Herein referred to as “ENLA”)

I. PURPOSE

The purpose of the statement is to establish a working relationship between the Member Agency and ENLA. This agreement provides a broad framework for cooperation between the two organizations in identifying and coordinating services to victims of disaster in a manner which is consistent with the Missions of the Member Agency and ENLA.

ENLA serves as the emergency preparedness coordinating body for community-based and faith-based organizations in Los Angeles County and wishes to establish a formal, non-binding commitment with the Member Agency to participate in disaster preparedness and post disaster activities.

II. DEFINITION OF A DISASTER

A disaster is an event which causes or has the potential to cause disruptions to patterns of normal living for a significant number of people. Disaster may be either natural or human caused. Examples of disasters include earthquakes, flood, fires, hazardous materials incidents, civil unrest, and terrorism.

Cooperation • Communication • Coordination • Collaboration

III. METHODS OF COOPERATION

1. ENLA will establish contact and maintain liaison with the Member Agency prior to and following a disaster.
2. ENLA will provide leadership to develop coalitions which will strengthen the ability of individual agencies to assist disaster victims.
3. ENLA will help facilitate the establishment of staff and agency preparations priorities for the Member Agency by providing training and forums.
4. ENLA will gather, coordinate, and disseminate information through its network. In addition, ENLA will help facilitate linkages of providers of disaster goods and resources with communities and agencies which have disaster-related needs.
5. ENLA will provide linkages for Member Agencies with government Emergency Operations Centers.
6. ENLA will provide reports of the impacts resulting from a disaster to Member Agencies, government partners, and other interested parties. It is not the intent of ENLA to speak for or represent specific Member Agencies. Inquiries regarding Member Agency programs will be referred to those agencies.
7. ENLA will transmit information about potential funding opportunities to assist Member Agencies in their efforts for financial reimbursement and/or post disaster contracts and grants.
8. The Member Agency is responsible for preparing its own agency for a disaster. While not mandatory, this may be in the form of a formal or informal Disaster Plan, Resilience Plan, or Continuity of Operations Plan (COOP), trainings, exercises, and/or other means of preparation.
9. The Member Agency will participate in ENLA planning process, disaster drills, and post exercise evaluations that serve to strengthen the facilitation of linkages of goods and resources following a disaster.
10. Following a disaster, the Member Agency will gather information about the agency's needs, services, and resources and communicate that information to the Point of Contact designated by ENLA.

IV. AUTHORIZATION

This *Statement of Understanding* provides the basis in which ENLA and the Member Agency will cooperate, both in *preparedness planning* and *assistance during times of disaster*.

Termination of this agreement by either party may be effected by the delivery of written notice to authorized personnel of either party. Therefore, said termination will be effective 90 days after the making of such notice.

ENLA REPRESENTATIVE

DATE

MEMBER AGENCY REPRESENTATIVE

DATE

NOTE: This Statement of Understanding (Agreement) can be accessed and completed online. Click [here](#) to submit online.