

## DELEGATION OF AUTHORITY TO

### \_\_\_\_\_ INCIDENT MANAGEMENT TEAM

The \_\_\_\_\_ Incident Management Team has been requested to support the delivery of public safety at the venues that make up the South East Texas Regional Planning Commission. This IMT has full authority and responsibility to establish a Unified Command and for managing the public safety activities within the framework of laws, policy, and direction provided through the County/City of \_\_\_\_\_.

Your primary responsibility is to organize and direct your assigned resources for efficient and effective protection of the public within the priorities of life safety, protection of property, and conservation of the environment. You are accountable to the Policy Group and should report incident/event status on a periodic basis but not less than three (3) times per day.

Specific directions for this incident, covering management and environmental concerns follow:

1. Protection of life and private property is your highest priority task;
  - Use management tactics that will facilitate efficient and safe achievement of management objectives;
  - Give special consideration to staff safety, especially with respect to LCED, work/rest guidelines (2:1 ratio), marine and aviation operations;
  - Conduct reconnaissance to hazards to civilians.
2. Wildlife, watershed, and heritage constraints and considerations have been documented in the planning process;
3. Manage the human resources assigned to the event in a manner that promotes mutual respect and is consistent with policies for preventing discrimination and sexual harassment.
4. Be cost effective; you are authorized to spend up to \$10,000 without recourse to the bidding process in emergency situations. For authority to spend more than that, the membership of the Policy Group have been authorized to approve amounts over \$10,000. Utilize local vendors and contractors for fire supplies and tools, as much as possible.
5. The IMT will have the authority to close down any venue location or support areas as required. However, cancellation of an entire event will required prior approval of the Agency Administrators.

6. Public information will remain a shared responsibility of the Joint Information System and the Public Information Officers assigned to the EOC and the IMT.
7. Notify the Policy Group of any accidents or unusual events.
8. Coordinate resource requests through the \_\_ County/ \_\_ City Emergency Operations Center, or that EOC which will act as the Multi-Agency Coordination Center.
9. You should take over management of the incident on or before \_\_\_\_\_.

The \_\_\_\_\_ Emergency Manager will serve as the designated Agency Administrator representative and will be available and reachable unless the need for a designated acting designate should arise. You will be kept information of any changes in authority.

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Mayor Date

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County Board Date

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Agency Administrator Date

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UIC Date

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UIC Date

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UIC Date