



Policy Group	
Responsibilities:	<p>The Policy Group supports the emergency response effort by providing interpretation of existing policies, new policies to address emerging situations, and providing continuity of governance throughout the response and recovery effort. Members of the Policy Group may include the mayor, councillors, and senior administrators.</p> <ol style="list-style-type: none"> 1. Consider Policies – Advise on existing policies and examine the requirement for new or temporary policies to support response and recovery. 2. Set Expenditure Limits – Determine appropriate expenditure limits for response and recovery. 3. Request Outside Support/Resources – Upon the advice of the EOC Director, request extra-ordinary resources and/or outside assistance. 4. Authorize “State of Local Emergency” – If and when required, declare or terminate a “State of Local Emergency.” 5. Assist Public Information – Upon request, act as a spokesperson for the jurisdiction and participate in media briefings. 6. Acknowledge Contributions – Ensure steps are taken to acknowledge the contributions of response and recovery staff and volunteers.
Getting Started:	<ul style="list-style-type: none"> <input type="checkbox"/> Convene as the EOC Policy Group at the site and times recommended by the EOC Director. <input type="checkbox"/> Obtain current situation status and a briefing on priority actions taken and outstanding, from the EOC Director.
Main Checklist:	<ol style="list-style-type: none"> 1. Consider Policies <ul style="list-style-type: none"> <input type="checkbox"/> Keep apprised as to the status of the emergency event by reviewing EOC Situation Reports. <input type="checkbox"/> Examine the need for new or temporary policies, as required to support response and recovery operations. <input type="checkbox"/> Consult with EOC Director and/or Legal Advisors regarding any potential legal issues and recommended courses of action. 2. Set Expenditure Limits <ul style="list-style-type: none"> <input type="checkbox"/> Consult with EOC Director to determine appropriate expenditure limits.



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	<p>3. Request Outside Support/Resources</p> <ul style="list-style-type: none"> <input type="checkbox"/> Consult with EOC Director to determine the need for extra-ordinary resources and/or outside assistance. <input type="checkbox"/> Request Provincial and Federal support, as required. <p>4. Authorize “State of Local Emergency”</p> <ul style="list-style-type: none"> <input type="checkbox"/> Consult with EOC Director to determine need for a declaration or termination of a “State of Local Emergency.” <p>5. Assist Public Information</p> <ul style="list-style-type: none"> <input type="checkbox"/> Act as a spokesperson for the jurisdiction, upon request. <input type="checkbox"/> Upon request, prepare for and participate in any media briefings. <p>6. Acknowledge Contributions</p> <ul style="list-style-type: none"> <input type="checkbox"/> Ensure steps are taken to acknowledge response and recovery personnel for their efforts.
Before Leaving:	<ul style="list-style-type: none"> <input type="checkbox"/> Establish the requirements for debriefing response and recovery personnel, and set a due date for the After Action Report.
Function Aids:	<p><u>Aids</u></p> <p><u>Forms</u></p> <ul style="list-style-type: none"> • Decision / Approval Log (Form EOC 407)