

## Emergency Support Function #7 – Logistics Annex

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### ESF Coordinators:

General Services Administration  
Department of Homeland Security/  
Federal Emergency Management  
Agency

### Primary Agencies:

General Services Administration  
Department of Homeland Security/  
Federal Emergency Management  
Agency

### Support Agencies:

Department of Agriculture  
Department of Commerce  
Department of Defense  
Department of Energy  
Department of Health and Human Services  
Department of the Interior  
Department of Labor  
Department of Transportation  
Department of Veterans Affairs  
National Aeronautics and Space  
Administration  
Office of Personnel Management  
U.S. Army Corps of Engineers  
U.S. Postal Service  
American Red Cross  
National Voluntary Organizations Active in  
Disasters (NVOAD)

## INTRODUCTION

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### Purpose

Emergency Support Function (ESF) #7 – Logistics integrates whole community logistics incident planning and support for timely and efficient delivery of supplies, equipment, services, and facilities. It also facilitates comprehensive logistics planning, technical assistance, training, education, exercise, incident response, and sustainment that leverage the capability and resources of Federal logistics partners, public and private stakeholders, and nongovernmental organizations (NGOs) in support of both responders and disaster survivors.

### Scope

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ESF #7 provides centralized management of supply chain functions in support of local, state, tribal, territorial, insular area, and Federal governments for an actual or potential incident. Its scope includes coordination of resource sourcing; acquisition; delivery of supplies, equipment, and services; resource tracking; facility space acquisition; transportation coordination; and management and support of information technology systems services and other administrative services. Its specific activities within the scope include:

- Managing a collaborative and complex logistics supply chain that provides equipment, supplies, and services for incidents requiring an integrated whole community response capability
- Providing for the integration of whole community logistics partners through deliberate and crisis collaboration in the planning, sourcing, acquisition, utilization, and disposition of resources

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- Facilitating communication and collaboration among all supply chain support elements in order to minimize recovery efforts in the impacted area and reestablish local and state self-sufficiency as rapidly as possible.

### **RELATIONSHIP TO WHOLE COMMUNITY**

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This section describes how ESF #7 relates to other elements of the whole community.

#### **Local, State, Tribal, Territorial, and Insular Area Governments**

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ESF #7 conducts assessments, training, education, and exercise programs for regional entities and local governments to improve readiness, increase response capacity, and maximize the management and impact of homeland security resources. ESF #7 organizations develop collaborative tools for use by local, state, tribal, territorial, and insular area entities to evaluate current disaster logistics readiness, identify areas for targeted improvement, and develop a roadmap to mitigate weaknesses and enhance strengths to foster a collective whole community logistics concept.

#### **Private Sector/Nongovernmental Organizations**

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- Support that cannot be provided from Federal resources is secured through direct procurement or donations.
- ESF #7 works with retail, wholesale, and other similar private industry associations for information sharing, planning, and exercises that would produce mutually beneficial results in coordinating how, when, where, and by whom critical logistics resources will be provided during all types of incidents.

#### **Federal Government**

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- ESF #7 fosters partnerships among Federal logistics stakeholders to maintain a robust and sustainable capability that is flexible and adaptable to meet the unpredictable demands of all hazards.
- This unique interagency partnership enables ESF #7 to serve as the single integrator for the whole community logistics supply chain planning and coordination in response to domestic incidents and special events.
- Specific information on Federal Government actions are described in the following sections.

### **CORE CAPABILITIES AND ACTIONS**

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#### **ESF Roles Aligned to Core Capabilities**

The following table lists the Response core capabilities that ESF #7 most directly supports along with the related ESF #7 actions. All ESFs, including ESF #7, support the core capabilities of Planning, Operational Coordination, and Public Information and Warning.

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Core Capability	ESF #7 – Logistics
<b>Mass Care Services</b>	<ul style="list-style-type: none"> <li>• Acquires and manages resources, supplies, and services from core capability providers via contracts, mission assignments, interagency agreements, and donations.</li> <li>• Supports the prioritization, coordination, and communication of mass care resource requirements.</li> <li>• Communicates plans, requirements, and strategies to core capability providers.</li> <li>• Support of requirements for physically accessible sheltering, feeding, and related activities to support survivors of disasters, including individuals with disabilities.</li> </ul>
<b>Critical Transportation</b>	<ul style="list-style-type: none"> <li>• Management of transportation that includes equipment and procedures for moving material from storage facilities and vendors to incident victims, particularly with emphasis on the surge and sustainment portions of response.</li> <li>• Transportation management also includes providing services to include fulfilling requests from other Federal organizations.</li> </ul>
<b>Infrastructure Systems</b>	Provision of logistical support to fire and other first response services.
<b>Operational Communications</b>	Coordination of the procurement of communications equipment and services.
<b>Public and Private Services and Resources</b>	<ul style="list-style-type: none"> <li>• Coordination of resource support for survivors.</li> <li>• Resource management that includes determining requirements, sourcing, ordering and replenishment, storage, and issuing of supplies and equipment.</li> <li>• Facilities management that includes locating, selection, and acquisition of incident facilities, such as Joint Field Offices (JFO), as well as storage and distribution facilities.</li> <li>• Establishment and operation of logistics support facilities to include the management of services related to lodging and feeding of incident support personnel.</li> <li>• Personal property management to include policy and procedures guidance for maintaining accountability of material and identification and reutilization of property acquired to support a Federal response operation.</li> <li>• Management of electronic data interchanges to provide end-to-end visibility of response resources.</li> <li>• Plan for transitional support to recovery operations concurrent with response operations.</li> </ul>

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### Agency Actions

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Primary Agency	Actions
<b>Department of Homeland Security (DHS)</b>	<p><b>Federal Emergency Management Agency (FEMA)</b></p> <ul style="list-style-type: none"> <li>• Works cooperatively with General Services Administration (GSA) to provide a nationally integrated process for the collaborative implementation of the logistics capability of Federal agencies, public and private sector partners, and NGOs.</li> <li>• Serves as the coordinator for the core capability for public and private services and resources with GSA.</li> <li>• Serves as single integrator for logistics support as part of the national response effort.</li> <li>• Develops and maintains core capability logistics support requirements and capabilities and visibility of resources.</li> <li>• Collaborates and synchronizes resource support efforts with whole community disaster logistics response partners.</li> <li>• Leverages efficiencies in vendor networks and maximizes full capacity across all partners.</li> <li>• Facilitates development and execution of the public and private sector services and resources logistics supply chain strategy.</li> <li>• Sets up and operates incident facilities.</li> <li>• Establishes interagency agreements with other Federal departments and agencies/NGOs; memorandums of agreements/memorandums of understanding; and standby logistics contracts.</li> <li>• Provides transportation assets and services contracts in support of the Mass Evacuation Incident Annex.</li> <li>• Coordinates whole community logistics response for incident facilities with GSA. This support includes location, setup, voice and data communications, and other logistical support.</li> <li>• Provides safeguards and accountability for Federal property and equipment assigned to the regions and incident.</li> <li>• Manages, or acts as contracting officer's representative for supporting contracts.</li> <li>• Implements a single-point ordering process.</li> <li>• Manages and directs DHS/FEMA-contracted transportation resources assigned to the incident.</li> </ul>

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Primary Agency	Actions
DHS (continued)	<p><b>Procurement</b></p> <ul style="list-style-type: none"> <li>• Provides robust contingency contracting services at the DHS/FEMA National Response Coordination Center (NRCC), Regional Response Coordination Centers (RRCCs), and JFOs.</li> <li>• Provides central coordination for acquisition support of NRCC, urban search and rescue, incident support base/forward staging area, and National Responder Support Camps.</li> <li>• Provides Contracting Officer's Technical Representatives from the RRCC, Incident Management Assistance Team, or NRCC Logistics or Operations Section for all ESF #7-executed procurement contracts as appropriate.</li> <li>• Provides assistance with pre-planning requirements and creating milestones and assists with developing lifecycle cost, providing guidance to pre-award activities, including acquisition plan, statement of work, scope of objectives, performance work statement, market research, small business set-aside requirements, and congressional inquiries.</li> <li>• Provides assistance with seeking alternative resources or solutions that are in the best interest of the government and assists with the development of lifecycle cost estimates, fostering partnerships with other government agencies.</li> <li>• Provides assistance with the development of the Acquisition Review Board on major awards that may require DHS/FEMA executive and DHS review.</li> </ul> <p><b>Private Sector</b></p> <ul style="list-style-type: none"> <li>• Provides planning and response coordination with private sector businesses, associations, and other entities.</li> </ul> <p><b>Individual Assistance</b></p> <ul style="list-style-type: none"> <li>• Provides planning and response coordination for the provision of mass feeding, sheltering, and other services for survivors of disasters to include pets.</li> </ul> <p><b>Disability Integration</b></p> <ul style="list-style-type: none"> <li>• Provides subject matter expertise and participates in planning and response activities as they relate to survivors with disabilities or other access and functional needs.</li> </ul> <p><b>Tribal Affairs</b></p> <ul style="list-style-type: none"> <li>• Provides planning and response coordination with federally recognized tribes and Bureau of Indian Affairs (BIA).</li> </ul>

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Primary Agency	Actions
<p><b>General Services Administration (GSA)</b></p>	<ul style="list-style-type: none"> <li>• Works cooperatively with DHS/FEMA Logistics to provide an integrated process for the collaborative implementation of the logistics capability of Federal agencies, public and private sector partners, and NGOs.</li> <li>• Serves as the coordinator for the core capability for Public and Private Services and Resources with DHS/FEMA.</li> <li>• Headquarters-level ESF #7 support operates under the direction of the GSA Emergency Coordinator (EC) in the GSA Central Office in Washington, D.C.</li> <li>• Upon notification of an incident requiring a coordinated Federal response, the GSA EC notifies entities within the agency which are required to provide immediate support to include the GSA Emergency Operations Center (EOC), the Federal Acquisition Service (FAS); the Public Buildings Service (PBS); and senior management staff as appropriate.</li> <li>• The EC represents ESF #7 in its interaction with the Domestic Resiliency Group and maintains liaison with the Regional Emergency Coordinator (REC) and other interested parties.</li> <li>• The EC provides 24-hour staff support to the NRCC, as required, for the duration of the emergency response period to coordinate GSA activities at the national level.</li> <li>• The GSA Regional Administrator, REC, or Deputy REC is the Regional ESF #7 Leader and provides a team that may consist of one or more of the following: a REC and/or Team Leader, contracting officer, telecommunications specialist, and real estate/leasing specialist, if needed, to coordinate the provision of ESF #7 support at the Regional Response Coordination Center (RRCC) or JFOs.</li> <li>• The Regional ESF #7 Leader, along with a real estate/leasing specialist and a DHS representative, selects the location of a JFO or other Federal site, in conjunction with the affected state/tribal representative.</li> <li>• The Regional ESF #7 Leader ensures that a suitable JFO facility or other Federal site is acquired and ready to occupy within 72 hours of receiving DHS requirements and/or DHS acceptance of the space to include provision of communications, office furniture, equipment, and office supplies.</li> <li>• The REC provides 24-hour staff support to the RRCC or unified coordination, as required, for the duration of the emergency response period to coordinate GSA activities at the Regional level.</li> <li>• GSA provides emergency relief supplies; facility space; office equipment; office supplies; telecommunications support; transportation services; and contracting services through a centralized acquisition channel.</li> <li>• GSA provides support for requirements not specifically identified in other ESFs, including excess and surplus property disposal.</li> </ul>
Support Agency	Actions
<p><b>Department of Agriculture</b></p>	<ul style="list-style-type: none"> <li>• Provides feeding support, including meeting the specific needs of infants and toddlers.</li> <li>• <b>United States Forest Service:</b> Provides staff to support incident facilities, facility, property, telecommunications, and transportation management.</li> </ul>

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Support Agency	Actions
<b>Department of Commerce</b>	<ul style="list-style-type: none"> <li>• Provides facility management and telecommunications management support.</li> <li>• Through the Interagency Committee on Seismic Safety in Construction/Building and Fire Research Laboratory of the National Institute of Standards and Technology, provides technical expertise on structural surveys as well as the procurement of external consulting services. This procedure is necessary to assess the structural and fire safety of Federal and non-Federal damaged buildings and lifelines (e.g., public works and utilities).</li> </ul>
<b>Department of Defense (DOD)</b>	<p>Provides planning support, subsistence, administrative supply, petroleum product, engineering and construction supply, water and mobile units, medical material, telecommunications management, and transportation management support when approved by DOD.</p> <p><b>United States Army Corps of Engineers</b></p> <ul style="list-style-type: none"> <li>• Provides bottled and bulk drinking water, construction materials, and engineering services, as required.</li> <li>• Provides a robust capability of mobile field elements and logistics support teams as requested.</li> <li>• Provides commodities distribution assistance and expertise to include, points of distribution training and state-level project management support for commodities missions.</li> <li>• Supports the hauling, installing, operations and maintenance of DHS/FEMA generators for critical public facilities and provides generator lease and purchase support as required.</li> </ul>
<b>Department of Energy</b>	<p>In accordance with ESF #12, coordinates with energy industries to assist in satisfying critical fuel, lubricant, and electrical power needs unable to be met by local, state tribal, or Federal resources or actions.</p>
<b>Department of Health and Human Services</b>	<ul style="list-style-type: none"> <li>• Maintains caches of medical equipment, supplies, and pharmaceuticals to support response teams.</li> <li>• Provides medical supply/resupply contract capability.</li> </ul>
<b>Department of Homeland Security</b>	<ul style="list-style-type: none"> <li>• In support of ESF #2, assists in coordinating the provision of commercial telecommunications assets within the incident area.</li> </ul>
<b>Department of Interior</b>	<p>Provides staff to support incident facilities, facility, property, telecommunications, and transportation management through ESF #4.</p>
<b>Department of Labor</b>	<p>Provides technical personnel to assist in the identification and recruitment of individuals with specialized occupations needed to support response operations. The Job Corps at the regional level provides students and instructors capable of providing support. The Mine Safety and Health Administration provides engineering services to determine the cause or location of an event, performs structural integrity analysis, and recommends hazard mitigation.</p>

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Support Agency	Actions
<b>Department of Transportation</b>	<ul style="list-style-type: none"> <li>• Monitors and reports damage to the transportation system and infrastructure as a result of the incident.</li> <li>• Coordinates temporary alternative transportation solutions when systems or infrastructure are damaged or overwhelmed.</li> <li>• Coordinates the stabilization and reestablishment of transportation systems and infrastructure.</li> <li>• Coordinates prevention, preparedness, and mitigation activities among transportation infrastructure stakeholders within the authorities and resource limitations of ESF #1 agencies.</li> </ul>
<b>Department of Veterans Affairs</b>	<ul style="list-style-type: none"> <li>• Provides technical assistance to identify and procure medical supplies and other medical services.</li> <li>• Provides personnel knowledgeable in Federal procurement and distribution operations.</li> <li>• Provides computer support operations as appropriate.</li> </ul>
<b>National Aeronautics and Space Administration</b>	Provides available space, buildings, airports, and telecommunications as may be required for emergency support operations.
<b>Office of Personnel Management</b>	Identifies, locates, and, if necessary, recruits personnel needed to support incident operations after appropriate coordination with GSA.
<b>U.S. Postal Service</b>	Provides support in the delivery of information/supplies to disaster survivors.
<b>American Red Cross</b>	Provides support to development of the whole community logistics supply chain through synchronization of pre-planning activities and coordination during responses to major disasters.
<b>National Voluntary Organizations Active in Disaster (NVOAD)</b>	Facilitates information sharing prior to and during a response by its member organizations.