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EXECUTIVE ORDER NO. 79-3

Assigning Emergency Responsibilities  
To State Agencies; Repealing  
Executive Order No. 157

I, Albert H. Quie, Governor of the State of Minnesota, by virtue of the authority vested in me by the Constitution and applicable statutes, do hereby issue this Executive Order:

WHEREAS, Natural Disasters and Industrial Accidents may occur in  
any part of the State; and,

WHEREAS, potential enemies of the United States have the capability to attack this State and the United States:

NOW, THEREFORE, I order:

1. Each department, independent division, bureau, board, commission, and independent institution of the State government, hereinafter referred to as agencies, shall prepare and disseminate to all employees appropriate plans and instructions for:
  - a. The protection of personnel, equipment, supplies, and public records in a disaster.

- b. The carrying on of such of its normal services as may be needed in a disaster.
  - c. Carrying out the emergency assignments made by this Order.
- 2. The responsibility for emergency planning shall rest with the head of each agency. Draft copies of completed plans shall be submitted to the Director, Division of Emergency Services, Department of Public Safety, for review and coordination.
- 3. Each agency assigned specific disaster responsibilities shall assign competent personnel of the agency to develop necessary emergency plans and to staff the State and Regional Emergency Operating Centers and Assistance Centers. These personnel shall be available for planning, training, and operations, and are authorized time off or compensation for services outside regular working hours as the head of the agency may direct.
- 4. The assignments of agencies for other than war-caused emergencies are made in Appendix 1 of this Order. These assignments anticipate the need to provide assistance to specific areas of the State affected by disaster. The assignments for a war-caused emergency are made in Appendix 2 of this Order. These assignments are based on the need for complete mobilization of all of the State's resources in such a disaster.

This order repeals Executive Order No. 157.

Pursuant to Minnesota Statutes 1978, Section 4.035, this order shall be effective 15 days after its publication in the State Register and filing with the Secretary of State and shall remain in effect until it is rescinded by proper authority or it expires in accordance with Section 4.035.

IN TESTIMONY WHEREOF, I hereunto set my hand on this \_\_\_\_ day of February 1979.

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Albert H. Quie, Governor

Filed according to Law:

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Joan Anderson Growe  
Secretary of State



EXECUTIVE ORDER NO. 79-3

APPENDIX 1 - NATURAL DISASTER ASSIGNMENTS

PART I - DEPARTMENT OF PUBLIC SAFETY

DIVISION OF EMERGENCY SERVICES

- Section 1-101      The Director of Emergency Services shall serve as the State Coordinating Officer, and the Deputy Director shall serve as the Deputy State Coordinating Officer, for all Presidential Declared Emergency and/or Major Disasters.
- Section 1-102      The Division of Emergency Services shall monitor operations of the State portion of the National Warning System and coordinate any actions determined to be necessary to maintain service or extend coverage within the State.
- Section 1-103      Either directly or through its Regional Directors, the Division of Emergency Services shall assist local communities that desire to construct flood protection works in completing all prerequisite actions and obtain concurrence of the Department of Natural Resources, Department of Transportation, and Pollution Control Agency in any project before requesting construction assistance from the U. S. Army Corps of Engineers.
- Section 1-104      Natural disaster assistance training and education requirements shall be coordinated by the Division of Emergency Services with the agency conducting the training. These needs shall be reflected in the guidance provided to the training agencies concerning the courses desired and their content.
- Section 1-105      The Division of Emergency Services shall establish an emergency procedure for receiving notification of any type of disaster within the State and alerting State agencies to respond to these disasters.
- Section 1-106      When a major natural disaster threatens or has occurred, the Division of Emergency Services shall activate the State Emergency Operating Center. Regional Directors shall establish an Emergency Operating Center in or adjacent to the disaster area, as required, to coordinate field operations. The Division shall notify State agencies with responsibilities in emergency operations when the State and/or Regional Emergency Operating Centers are or will be activated in order that they may provide staff.
- Section 1-107      The Division of Emergency Services shall coordinate Damage Assessment requests for Federal Disaster Assistance on behalf of political subdivisions and State agencies.

- Section 1-108 Once a determination has been made after a Presidential Declaration of a Major Disaster to establish Disaster Assistance Centers, the Division of Emergency Services in conjunction with the State Coordinating Officer, shall assist in notifying the State agencies that will provide representatives to the Center to deal directly with the needs of individual victims and in coordinating their activities thereafter.
- Section 1-109 The Division of Emergency Services, in conjunction with the State Coordinating Officer, shall assist political subdivisions in preparing and processing project applications for Federal assistance in repairing and restoring essential public facilities.
- Section 1-110 The Division of Emergency Services shall notify the Governor, and Executive Council when staff of other State agencies are involved in disaster operations.
- Section 1-111 The Division of Emergency Services shall administer the Individual and Family Grant Program as provided under Public Law 93-288.
- Section 1-112 The Division of Emergency Services and/or the State Coordinating Officer shall be responsible for the review and coordination of the emergency operating plans of the agencies given assignments by this order. A current copy of these plans in the form of Standing Operating Procedures will be filed at the State Emergency Operating Center.
- Section 1-113 The Division of Emergency Services will coordinate the charitable agencies activities as they pertain to the Foreign Disaster Relief Program.
- Section 1-114 The Division of Emergency Services will implement procedures for petroleum shortages, petroleum allocation, and insure compliance and enforcement, if necessary, of existing regulations to be enacted pertaining to petroleum shortages and petroleum allocation.
- Section 1-115 The Division of Emergency Services will prepare procedures for the development of requests to the State Executive Council for financial assistance under provisions of Minnesota State Statute 9.061, the "Calamity Act."

#### DIVISION OF CRIMINAL APPREHENSION

- Section 1-121 The Division of Criminal Apprehension shall be responsible for the dissemination of warning of Natural Disasters and Industrial Accidents over the Minnesota Law Enforcement Teletype Network.
- Section 1-122 The Division of Criminal Apprehension will provide support to the State Patrol in assisting local government in traffic control and law enforcement in a disaster in accordance with the State emergency plan.
- Section 1-123 The Division of Criminal Apprehension will assign personnel as enforcement service chiefs at Regional Operating Centers.

### DIVISION OF FIRE MARSHAL

- Section 1-131      The Division of Fire Marshal will assist local government in planning for emergency rescue operations and fire protection and obtaining fire fighting and rescue assistance in an emergency in accordance with the State emergency plan.
- Section 1-132      The Division of Fire Marshal will coordinate with the Department of Education, Vocational Training/Field Services Division and the Department of Natural Resources for training of local government in emergency fire and rescue operations.

### DIVISION OF STATE PATROL

- Section 1-141      The State Patrol Division is responsible for Law Enforcement and Traffic Control on all Interstate and State Trunk Highways in an emergency.
- Section 1-142      The State Patrol Division shall assist local police agencies with available resources in Law Enforcement and Traffic Control when requested by proper local authority to do so.
- Section 1-143      The State Patrol Division shall act as Net Control for the National Warning System (NAWAS) within the State for the dissemination of a major emergency or natural disaster warning.
- Section 1-144      The State Patrol Division shall be responsible for protection of the personnel in the Capitol Complex during an emergency, and shall prepare plans and procedures to accomplish this protection.

### CAPITOL SECURITY

- Section 1-151      The Capitol Security Division of the State Emergency Law Enforcement Services shall be responsible for providing protection to property, and equipment in the Capitol Complex during an emergency and shall prepare plans and procedures to accomplish this.
- Section 1-152      The Capitol Security Division will provide twenty-four hour security for the State Emergency Operating Center during an emergency.

### PART II - DEPARTMENT OF ADMINISTRATION

- Section 1-201      The Department of Administration, Telecommunications Division, shall serve as the Emergency Communication Service and shall coordinate planning of Statewide telecommunications systems and services for emergency operations, as necessary, during a declared emergency.

- Section 1-202 The Department of Administration shall provide engineers to prepare damage assessment and damage survey reports of public buildings damaged by disaster in accordance with the State emergency plan.
- Section 1-203 The Department of Administration shall administer the State self insurance program as it relates to Federal Disaster Assistance, as set forth under P/L 93-288.

### PART III - DEPARTMENT OF TRANSPORTATION

#### DIVISION OF AERONAUTICS

- Section 1-301 The Division of Aeronautics will establish restricted flights over disaster areas when requested by the State Division of Emergency Services or other appropriate authority.
- Section 1-302 The Division of Aeronautics will coordinate all flights through and with the Civil Air Patrol in Search and Rescue Missions.
- Section 1-303 The Division of Aeronautics will coordinate civilian air transportation and military air transportation in an emergency disaster situation.
- Section 1-304 The Division of Aeronautics will provide personnel to prepare damage survey reports for airports and airport facilities damaged in any type of major disaster.
- Section 1-305 The Division of Aeronautics will provide Air Transportation and/or reconnaissance as required by the Division of Emergency Services in a buildup of Declared Disaster Situation.

#### DIVISION OF HIGHWAYS

- Section 1-311 The agency shall be responsible for the plans, supervision, direction, and control of emergency engineering services in disaster operations.
- Section 1-312 Under certain emergency conditions, the Division of Highways shall make available the Maintenance Construction Communication System for use as the Division of Emergency Services Command Net.
- Section 1-313 The Division of Highways is responsible for debris and wreckage removal from all Interstate and State Trunk Highways and for other assistance to political subdivisions on other roadways as may be required.
- Section 1-314 The Division of Highways shall provide any highway clearances and waivers required to expedite the transportation of temporary housing or other high priority materials.
- Section 1-315 When an emergency diking project is proposed in the State, the Division of Highways shall determine the impact of the planned construction on the Interstate and State Trunk Highway systems, and recommend approval or disapproval of the project before work begins.

Section 1-316

The Division of Highways shall provide engineers to prepare damage assessment and damage survey reports of damage to roads, streets, and highway facilities caused by a disaster.

Section 1-317

The Division of Highways, working with the State Health Department, shall provide protective action and shall monitor radioactive incidents on the roadways of the State, whether created by a nuclear power plant or transportation accident.

DIVISION OF PUBLIC TRANSPORTATION

Section 1-321

The Division of Public Transportation shall prepare plans for receiving and disseminating to appropriate agencies information concerning the shipment of chemical, radiological, and other materials that are potentially hazardous.

Section 1-322

The Division of Public Transportation will be responsible for the coordinating of all rail, bus, and truck transportation in the State during an emergency, including emergency transportation in the disaster area.

Section 1-323

The Division of Public Transportation will coordinate with the Public Services Commission for emergency operations of ports and pipelines in a major emergency or natural disaster.

PART IV - DEPARTMENT OF AGRICULTURE

Section 1-401

The Department of Agriculture shall provide guidance for the use of agricultural land and crops affected by natural disaster or peacetime accidents or incidents.

Section 1-402

The Department of Agriculture with the assistance of the Minnesota Livestock Sanitary Board, shall provide guidance for the use of farm animals affected by natural disaster or peacetime accidents or incidents involving hazardous chemicals.

Section 1-403

The Department of Agriculture shall coordinate food service activities with Federal and State agencies having responsibilities for food resources in an emergency, specifically food inspection, coordinating with hotel and restaurant inspection in mass feed facilities.

Section 1-404

The Department of Agriculture will gather and assemble damage estimates for the Division of Emergency Services on agriculture for Disaster Declarations.

PART V - DEPARTMENT OF COMMERCE

Section 1-501

The Department of Commerce shall provide the Division of Emergency Services with an estimate of the immediate economic impact of a disaster and projections of long range effects.

- Section 1-502 The Insurance Division of the Department of Commerce shall develop a plan to provide for representation at such assistance centers as deemed necessary by the State Division of Emergency Services Director to furnish information relative to insurance claim procedures to persons affected by the disaster.
- Section 1-503 The Consumer Services Section of the Department of Commerce shall provide for representation at such assistance centers as deemed necessary by the State Division of Emergency Services Director to provide consumer information to disaster victims.

#### PART VI - DEPARTMENT OF EDUCATION

- Section 1-601 The Department of Education shall assist school districts throughout the State in preparing plans for the protection of school children in an emergency. These plans shall include shelter facilities for students in schools, or evacuating them to their homes.
- Section 1-602 When public elementary or secondary school facilities have been damaged or destroyed by a major disaster, the Department of Education shall assist local education districts in preparing and submitting a request for a financial assistance grant from the Federal government as appropriate.
- Section 1-603 The Department of Education, Child Nutrition Section, shall have the legal responsibility for Federal Government food commodities. The Department of Public Welfare shall be responsible for coordinating these provisions to victims in the disaster area.
- Section 1-604 The Department of Education will assist local government in training for emergency fire and rescue operations in coordination with the State Fire Marshal, and the Department of Natural Resources.

#### PART VII - DEPARTMENT OF HEALTH

- Section 1-701 The Department of Health shall establish standards and guidelines and also coordinate and evaluate emergency care training programs for specialized groups including ambulance, police, fire and rescue personnel who are involved in emergency medical care throughout the State.
- Section 1-702 The Department of Health, in cooperation with the office of Electronic Communications of the Division of Highways, shall develop a statewide emergency medical services radio communications system.
- Section 1-703 The Department of Health, through its district representatives, shall assist in the marshalling of emergency medical resources including hospitals, blood banks, ambulance services, and packaged disaster hospitals to respond to disasters.

- Section 1-704      The Department of Health shall provide assistance to the local health officer to ensure the safety of food and water for human consumption during and immediately after a disaster.
- Section 1-705      The Department of Health shall contact and secure services of appropriate technical personnel including engineers and Environmental Health Specialists, health physicists and chemists in the field to meet the health needs of the disaster area. Such staff will be responsible for determination of safety of water supplies, the overall determination of the safety of conditions prior to re-occupancy.
- Section 1-706      The Department of Health shall provide engineers and Environmental Health Specialists to prepare damage survey reports of health and public water facilities damaged by disaster. The engineers will assist communities in determining the cost estimates to repair or replace damaged health facilities and public water distribution systems so Federal financial assistance can be requested under Public Law 93-288.
- Section 1-707      The Department of Health shall be responsible for providing guidance on protective action levels and medical assistance to local health authorities in areas affected by accidents or incidents involving explosions, radioactive materials, or hazardous chemicals.

#### PART VIII - DEPARTMENT OF ECONOMIC SECURITY

##### DIVISION OF EMPLOYMENT SERVICES

- Section 1-801      The Division of Employment Services shall be responsible for coordinating and directing the use of manpower within the State during disaster operations from State and Region Emergency Operating Centers.
- Section 1-802      The Division of Employment Services shall prepare plans to provide unemployment assistance to eligible individuals whose unemployment results from a disaster declared under the Disaster Relief Act of 1974 (Public Law 93-288). It will also pay benefits under regular unemployment compensation laws to eligible individuals in cases where a natural disaster has not been declared.

##### GOVERNOR'S MANPOWER OFFICE

- Section 1-811      The Governor's Manpower Office shall provide for representatives at such assistance centers as deemed necessary by the State Division of Emergency Services Director to provide legal assistance to low income disaster victims.
- Section 1-812      The Governor's Manpower Office shall provide such personnel as required by the Division of Emergency Services for staffing the State Emergency Operating Center in times of an Emergency Declared by the Executive Council.

Section 1-901      The Department of Military Affairs shall prepare plans and procedures for providing military support to Civil authorities for law enforcement, rescue, and communications in an emergency.

PART X - DEPARTMENT OF NATURAL RESOURCES

Section 1-1001      The Department of Natural Resources shall be responsible for coordinating the Flood Plain Management Program and the National Flood Insurance Program in Minnesota.

Section 1-1002      The Department of Natural Resources is responsible for debris and wreckage removal from State waterways and forested areas.

Section 1-1003      When an emergency diking project is proposed in the State, the Department of Natural Resources shall determine the impact of the planned construction on the flood plain and recommend approval or disapproval of the project before work begins.

Section 1-1004      The Department of Natural Resources shall provide personnel and equipment support to the State Patrol in emergency law enforcement and traffic control operations, when requested by the Director of Emergency Services.

Section 1-1005      The Department of Natural Resources shall provide personnel and equipment support to the State Fire Marshal in emergency rescue operations, when requested by the Director of Emergency Services.

Section 1-1006      The Department of Natural Resources is responsible for coordinating fire suppression activities in forested and grassland areas in the State.

Section 1-1007      The Department of Natural Resources shall assist State and local governments in applying for grants from the Federal government for the purpose of reimbursing expenses actually incurred by a property owner in the removal of timber damaged by a major disaster.

Section 1-1008      The Department of Natural Resources shall prepare procedures for providing communications support in a disaster area with Department equipment.

Section 1-1009      The Department of Natural Resources shall provide engineers to prepare damage survey reports of debris clearance, emergency protective measures, and damage to dikes, levees, irrigation works, drainage facilities, and public buildings in the disaster area.

Section 1-1010      The Department of Natural Resources will assist local government in training for emergency fire and rescue operations in full coordination with the State Fire Marshal and the Department of Education.

PART XI - POLLUTION CONTROL AGENCY

- Section 1-1101 The Pollution Control Agency shall develop plans and procedures for the administration and possible modification of pollution control standards in a disaster situation.
- Section 1-1102 The Pollution Control Agency shall provide engineers to prepare damage assessment and damage survey reports of damage to public owned waste disposal systems in the disaster area.
- Section 1-1103 When an emergency diking project is proposed in the State, the Pollution Control Agency shall determine the environmental effects of the planned construction and recommend approval or disapproval of the project, before work begins.
- Section 1-1104 The Pollution Control Agency shall prepare plans and procedures for coordinating the control of spills of polluting substances.

PART XII - STATE HOUSING FINANCE AGENCY

- Section 1-1201 The Minnesota Housing Finance Agency shall be responsible for the coordination of State and local efforts to provide temporary housing for disaster victims, in accordance with provisions of the State emergency plan.
- Section 1-1202 The Minnesota Housing Finance Agency will coordinate low cost loans to homeowners of modest income or less through the Agency's Home Improvement Loan Program.

PART XIII - DEPARTMENT OF REVENUE

- Section 1-1301 The Department of Revenue shall provide for representation at such assistance centers as deemed necessary by the State Division of Emergency Services Director to provide guidance to disaster victims on the effect of their loss on their State taxes.
- Section 1-1302 The Department of Revenue shall certify tax losses sustained as a result of a natural disaster, if the disaster is of the magnitude to require such information.

PART XIV - DEPARTMENT OF PUBLIC WELFARE

- Section 1-1401 The Department of Public Welfare shall be responsible for coordinating the provision of government commodity foods and food stamps to victims in the disaster area. Legal responsibility for Government commodities is placed with the Minnesota Department of Education, Child Nutrition Section.

Section 1-1402

The Department of Public Welfare shall provide for representation at such assistance centers as deemed necessary by the State Division of Emergency Services Director to receive and process applications for the Individual and Family Grant Program from disaster victims.

Section 1-1403

The Governor's Citizen Council on Aging (Aging Program Division) will provide representation at the Disaster Assistance Center and the disaster area, as deemed necessary by the State Director of Emergency Services to assist and identify the elderly disaster victims.

PART XV - STATE ENERGY AGENCY

Section 1-1501

The State Energy Agency will develop a plan for allocation and conservation of energy resources during Energy Emergencies in coordination with energy suppliers in the State for the Division of Emergency Services. The State Energy Agency shall provide staff and relevant information to the Division of Emergency Services to assist in implementation of the plan in a emergency.

Section 1-1502

The State Energy Agency shall develop a package of Public Information Releases for use in a Energy Emergency as requested by the Division of Emergency Services.

PART XVI - DEPARTMENT OF ECONOMIC DEVELOPMENT

Section 1-1601

The Department of Economic Development shall provide the Division of Emergency Services with an estimate of the immediate economic impact of a disaster and projections of long range effects in a major emergency or natural disaster.

PART XVII - STATE AUDITOR

Section 1-1701

The State Auditor shall be responsible for conducting the State audit of project applications submitted by political jurisdictions for Federal disaster assistance.

EXECUTIVE ORDER NO. 79-3

APPENDIX 2 - WAR EMERGENCY ASSIGNMENTS

PART I - DEPARTMENT OF PUBLIC SAFETY

DIVISION OF EMERGENCY SERVICES

- Section 2-101      The Division of Emergency Services shall be responsible for the coordination of all emergency functions of the State and shall review all emergency plans submitted by other agencies for coordination and shall approve all such plans on behalf of the Governor, except those of a military nature.
- Section 2-102      The Division of Emergency Services shall prepare a comprehensive plan describing the purpose, policies, objectives, program emphasis, and legal basis for its day-to-day operations and a plan for emergency operations during a national emergency that will insure the maximum possible protection for all people. This plan shall be in consonance with Federal guidance and shall serve as a guide to political subdivisions and agencies in the development of emergency plans and programs. The plan will coordinate the actions of all agencies of government to make the most efficient use of Federal, State, and local resources.
- Section 2-103      The Division of Emergency Services shall provide technical guidance and assistance to other agencies and political subdivisions in the preparation of their plans for pre-emergency, emergency, and recovery operations.
- Section 2-104      Federal assistance to the State or political subdivisions of the State for emergency purposes shall be coordinated through the Division of Emergency Services. The procedures for accepting this assistance in the form of services, equipment, supplies, material, or funds, under the limitations set by law will be established by the Division.
- Section 2-105      It shall be the responsibility of the Division of Emergency Services to keep the Governor and the Legislature, when in session, informed of any actual or impending disaster. This warning, information, or guidance will be transmitted by the most expeditious means to political subdivisions as required in the interest of public safety.
- Section 2-106      The emergency training and education needs and requests of other agencies and political subdivisions will be coordinated by the Division of Emergency Services with the agency doing the training. These needs and requests will be reflected in the Division's advice and guidance to support training agencies concerning the needed courses, their content, and the teaching methods to be used.

- Section 2-107      The Division of Emergency Services shall maintain Regional offices in geographical sections of the State, as provided in the Minnesota Civil Defense Act of 1951, and the State Emergency plan, to reinforce emergency operations in stricken areas. These area operations will serve as an extension of State government to insure continuity of government and support to all areas of the State.
- Section 2-108      The Division of Emergency Services shall act as the State coordinating agency with Federal agencies and others having emergency responsibilities in the area of assistance to individuals, supply, conservation, and management of resources in a national emergency.
- Section 2-109      The Division of Emergency Services shall be responsible for the operation of State level programs in economic stabilization and assistance to the counties in establishing economic stabilization programs.
- Section 2-110      The Division of Emergency Services shall be responsible for designating alternate emergency operating sites, in succession, for emergency control should the State Emergency Operating Center become inoperable.
- Section 2-111      The Division of Emergency Services shall be responsible for the operation of the Radiological Defense (RADEF) Service of State disaster operations. The State Radiological Defense Officer shall be the chief of RADEF Service.

#### DIVISION OF CRIMINAL APPREHENSION

- Section 2-121      The Criminal Apprehension Division shall be responsible for the dissemination of Warning over the Minnesota Law Enforcement Teletype Network.
- Section 2-122      The Criminal Apprehension Division shall be responsible for the coordination of the Enforcement Division of the Law Enforcement Service in the State during disaster operations. These activities will be carried out by several agencies with related day-to-day functions.
- Section 2-123      The Criminal Apprehension Division shall assign personnel as Law Enforcement Division Chiefs of the Law Enforcement Service at the State and Regional operating centers.

#### DIVISION OF FIRE MARSHAL

- Section 2-131      The Division of Fire Marshal shall have the responsibility of preparing plans and procedures for emergency fire and rescue services during a war caused emergency, and shall assign personnel to State and Region Emergency Operating Centers as Chief of the Fire and Rescue Service.

- Section 2-132      The State Fire Marshal shall be the Chief of the State Fire and Rescue Service and shall coordinate its emergency operations.
- Section 2-133      The Division of Fire Marshal shall provide guidance to the political subdivisions of the State in the development of local emergency plans involving fire and rescue operations.

#### DIVISION OF STATE PATROL

- Section 2-141      The Chief of the State Patrol shall be the Chief of the Law Enforcement Service and shall coordinate its emergency operations in the State.
- Section 2-142      The State Patrol Division shall have the responsibility for the operation of the National Warning System (NAWAS) within the State.
- Section 2-143      The State Patrol Division shall assign personnel as Law Enforcement Chiefs of the State and Regional Operating Centers.
- Section 2-144      The State Patrol Division shall prepare plans and procedures for the enforcement of Emergency Highway Traffic Regulations from State and Region Emergency Operating Centers during national emergencies.
- Section 2-145      The State Patrol Division shall provide guidance to local law enforcement agencies in developing their emergency plans.
- Section 2-146      The State Patrol Division shall be responsible for protection of the personnel in the Capitol Complex during an emergency, and shall prepare plans and procedures to accomplish this protection.

#### CAPITOL SECURITY DIVISION

- Section 2-151      The Capitol Security Division of the State Emergency Law Enforcement Service shall be responsible for providing protection to property and equipment in the Capitol Complex during an emergency, and shall prepare plans and procedures to accomplish this.
- Section 2-152      The Capitol Security Division will provide twenty-four hour security for the State Emergency Operating Center during a national emergency.

#### LIQUOR CONTROL DIVISION

- Section 2-161      The Liquor Control Division shall provide support to the Emergency Law Enforcement Service of the State during a national emergency for State and Regional Emergency Operating Centers.

## PART II - DEPARTMENT OF ADMINISTRATION

- Section 2-201 The Department of Administration is responsible for the administration of State government from a protected operating center during national emergency. They shall assign the administrative staff, equipment, materials, and personnel needed for emergency operations.
- Section 2-202 The Department of Administration is responsible for the management of Headquarters Services to State government in a national emergency. These services include, but are not limited to, stenographic, publications, maintenance, and feeding at State and Region Emergency Operating Centers.
- Section 2-203 Computer services needed for survival operations and resource management in an emergency will be furnished by the Department of Administration. These services include the use of computer facilities and support staff to provide needed information on a twenty-four hour basis during and immediately following the emergency.
- Section 2-204 The Department of Administration, Telecommunications Division, shall serve as the Emergency Communication Service, and shall coordinate the planning of Statewide telecommunications systems and services for emergency operations, as necessary, during a National Emergency.

## PART III - DEPARTMENT OF TRANSPORTATION

### DIVISION OF AERONAUTICS

- Section 2-301 The Division of Aeronautics shall have a plan for the utilization of aircraft available for emergency operations in accordance with Federal guidance.
- Section 2-302 The Division of Aeronautics is responsible for providing and coordinating the use of air transportation resources within the Transportation Service of State government during a national emergency at State and Regional Emergency Operating Centers.
- Section 2-303 The Division of Aeronautics will provide liaison with the Civil Air Patrol and Federal Aviation Agency and Military in coordinating special emergency missions, such as search and rescue or aerial radiological monitoring.
- Section 2-304 The Division of Aeronautics shall maintain accurate records of airport facilities, aircraft registrations, and licensed pilots that could be used to provide transportation to various parts of the State in the event of a national emergency.
- Section 2-305 The Division of Aeronautics will provide Air Transportation and/or reconnaissance as required by Division of Emergency Services in buildup to/or in the event of a national emergency.

## DIVISION OF HIGHWAYS

- Section 2-311 The Division of Highways shall be responsible for the plans, supervision, direction, and control of engineering services in emergency operations, and shall assign personnel to State and Regional Emergency Operating Centers.
- Section 2-312 Under national emergency conditions, the Division of Highways shall make available the Maintenance Construction Communication System for use as the Emergency Services Command Net.
- Section 2-313 The Division of Highways is responsible for debris and wreckage removal from all Interstate and State Trunk Highways and for assistance to political subdivision on other roadways.
- Section 2-314 The Division of Highways shall provide any highway clearances and waivers required to expedite the transportation of high priority materials and personnel during periods of declared emergencies, including mass relocation of the populace.
- Section 2-315 The Division of Highways shall prepare Emergency Highway Traffic Regulation plans and procedures for the regulation of highway travel during period of emergency operations.
- Section 2-316 The Division of Highways shall be responsible for radiological monitoring as needed during a national emergency.

## DIVISION OF PUBLIC TRANSPORTATION

- Section 2-321 The Division of Public Transportation shall prepare plans and procedures for coordination of all rail, bus, truck and water transportation in the State during a national emergency.
- Section 2-322 The Division of Public Transportation will coordinate and direct the operations of the Transportation Service during a national emergency from State and Regional Emergency Operating Centers.
- Section 2-323 The Division of Public Transportation will coordinate with the Public Service Commission for operations of ports and pipelines.

## PART IV - DEPARTMENT OF AGRICULTURE

(Where domestic animals are involved, the Livestock Sanitary Board is responsible)

- Section 2-401 The Department of Agriculture is responsible for supervision of the Food Supply Service and the protection of farm animals, land and crops, during a national emergency from State and Regional Emergency Operating Centers.

- Section 2-402      The Department of Agriculture shall develop plans and procedures for a statewide food supply and distribution program in order to maintain adequate emergency food supplies. These plans will make provisions for the control and the distribution of primary and secondary foods, as provided for in the Memorandum of Understanding with the United States Department of Agriculture.
- Section 2-403      The Department of Agriculture is responsible for a statewide program for the decontamination and salvage of animals and crops exposed to radioactive fallout and the use of agriculture land contaminated by radioactive fallout, to include decontamination methods, cultivation guidance and type of crop to be grown.
- Section 2-404      The Department of Agriculture will coordinate food service activities with Federal agencies that have responsibilities for food resources in a national emergency.

PART V - DEPARTMENT OF COMMERCE

- Section 2-501      The Banking Division shall develop emergency plans and provide the necessary staff to support the State's responsibility in emergency banking and fiscal matters of the economic stabilization program as established by the Federal Reserve Bank.

PART VI - DEPARTMENT OF EDUCATION

- Section 2-601      The Department of Education is responsible for providing intelligence information for State disaster operations. They shall assign a Chief and report writers to the State and Region Emergency Operating Center Intelligence Sections.
- Section 2-602      The Department of Education shall be responsible for assisting school districts throughout the State in preparing plans for mass care centers in support of emergency operations.
- Section 2-603      The Department of Education is responsible for providing support to the Radiological Defense (RADEF) Service of State emergency staff disaster operations. This includes assigning qualified personnel as Assistant RADEF Chief, plotters, and analysts at the State and Region Emergency Operating Centers.
- Section 2-604      The Department of Education is responsible for assigning qualified personnel to the Damage Assessment Service. These assignments will include a Service Chief and analysts at the State and Region Emergency Operating Centers.
- Section 2-605      The Department of Education shall be responsible for encouraging and assisting school districts throughout the State in preparation of plans for protecting school children in a national emergency.

## PART VII - DEPARTMENT OF HEALTH

- Section 2-701 The Department is responsible for statewide management of emergency health and medical services and resources during a national emergency. This responsibility includes the assignments of a Health and Water Service Chief and other qualified personnel to State and Region Emergency Operating Centers.
- Section 2-702 The Department shall prepare plans and procedures for providing emergency medical care for sick and injured.
- Section 2-703 The Department shall prepare plans and procedures for providing emergency health service during a disaster. These plans shall include provisions for blood program, disease control, sewage, and waste disposal, the handling of radioactive materials, potable water supply, and mass burial of casualties.

## PART VIII - DEPARTMENT OF ECONOMIC SECURITY

### DIVISION OF EMPLOYMENT SERVICES

- Section 2-801 The Division of Employment Services will prepare plans and procedures for the use of manpower within the State during national emergencies. The plan shall establish procedures for obtaining individual skills available.
- Section 2-802 The Division of Employment Services will coordinate and direct the operations of the Employment Service during a national emergency from State and Region Emergency Operating Centers.

## PART IX - DEPARTMENT OF MILITARY AFFAIRS

- Section 2-901 The Department of Military Affairs shall be responsible for preparing plans and procedures for providing available military support to civil authorities for emergency operations as set forth in the Minnesota Military Support Plan.

## PART X - DEPARTMENT OF NATURAL RESOURCES

- Section 2-1001 The Department of Natural Resources is responsible for preparing plans and procedures for radiological, chemical, and biological monitoring of lakes, animals, forest, and grasslands in its area of jurisdiction and assigning personnel to State and Regional Emergency Operating Centers to assist in emergency operations.

- Section 2-1002      The Department of Natural Resources, Division of Forestry, shall be responsible for Fire and Rescue Service in their areas of jurisdiction under the direction of the Chief of Fire and Rescue Service.
- Section 2-1003      The Department of Natural Resources shall provide support to the State Law Enforcement Services from their Enforcement Division for such periods of the national emergency as the Governor may direct.
- Section 2-1004      The Department of Natural Resources shall establish plans for the conservation and distribution of surface and underground waters in the State in emergencies.
- Section 2-1005      The Department of Natural Resources shall assign the State climatologist to the Intelligence Services.

PART XI - POLLUTION CONTROL AGENCY

- Section 2-1101      The Pollution Control Agency shall be responsible for providing support to the Department of Health in national emergency operations in the detection of pollution caused by radiological, chemical and biological agents.
- Section 2-1102      The Pollution Control Agency shall assist the Department of Health in preparing plans and procedures for the detection and control of radiological, chemical, and biological contamination in national emergencies.
- Section 2-1103      The Pollution Control Agency shall develop plans and procedures for the administration and possible modification of pollution control standards in a national emergency.

PART XII - STATE HOUSING FINANCE AGENCY

- Section 2-1201      The State Housing Finance Agency shall be responsible for coordinating emergency construction and housing activities within the State during a period of national emergency, and shall assign personnel to State and Regional Emergency Operating Centers.
- Section 2-1202      The State Housing Finance Agency shall assign personnel to the Construction and Housing Division of the Engineering Services.

PART XIII - DEPARTMENT OF REVENUE

- Section 2-1301      The Petroleum Division of the Department of Revenue has the responsibility for assisting the Energy Service in the management of all fuel resources within the State in an emergency.

on 2-1302

The Petroleum Division of the Department of Revenue shall provide staff for the Energy Service at the State and Regional Emergency Operating Centers.

Section 2-1303

The Alcohol, Tobacco, and Special Taxes Division, and Field Operations Division shall be assigned to the Chief of Economic Stabilization Service for assignment in compliance activities.

#### PART XIV - DEPARTMENT OF PUBLIC WELFARE

Section 2-1401

The Department of Public Welfare shall be responsible for preparing plans and procedures for providing congregate care during an emergency. Included is the responsibility for providing Congregate Care Service Chiefs for State and Regional Emergency Operating Centers.

#### PART XV - STATE ENERGY AGENCY

Section 2-1501

The State Energy Agency shall assist the Division of Emergency Services in developing a plan for the emergency management of all energy resources in the State during a national emergency. The Agency shall provide staff and relevant information to the Division of Emergency Services for the energy service of the State.

#### PART XVI - DEPARTMENT OF ECONOMIC DEVELOPMENT

Section 2-1601

The Department of Economic Development will be in charge of the essential services and be responsible for emergency industrial production, and shall prepare plans and procedures for controlling this production from State and Regional Emergency Operating Centers in coordination with the Business and Defense Service Administration of the United States Department of Commerce.

Section 2-1602

The Department of Economic Development is responsible for providing staffing support to the Economic Stabilization Service in disaster operations.

#### PART XVII - ATTORNEY GENERAL

Section 2-1701

The Attorney General shall be responsible for providing legal advice and opinions for State emergency operations as Chief of Legal Services at the Emergency Operating Center.

Section 2-1702

The Attorney General shall perform legal advisory functions to include preparing and reviewing proclamations and special regulations as issued by the Governor in a national emergency.

PART XVIII - DEPARTMENT OF PERSONNEL

Section 2-1801      The Department of Personnel will support the State Employment Services during a national emergency at State and Regional Emergency Operating Centers and will assist in the development of emergency employment utilization plans.

PART XIX - DEPARTMENT OF FINANCE

Section 2-1901      The Department of Finance shall provide staffing for the State and Regional Emergency Operating Centers.

Section 2-1902      The Department of Finance shall appoint the Chief of the Fiscal Services.

Section 2-1903      The Department of Finance shall develop proper plans for Fiscal Services for the State of Minnesota in a national emergency.

PART XX - DEPARTMENT OF VETERANS AFFAIRS

Section 2-2001      The Department of Veterans Affairs has the responsibility for coordinating the utilization of all public fallout shelters and providing a Shelter Division Chief within the Congregate Care Service (means feeding, clothing, and lodging in private and congregate facilities) of State and Regional Emergency Operating Centers in a national emergency.