

EXECUTIVE ORDER NO. 57

Assigning Emergency Responsibilities
to State Agencies

I, Wendell R. Anderson, Governor of the State of Minnesota, by virtue of the authority vested in me by the Constitution and applicable statutes, 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; and,

WHEREAS, State government departments and agencies are responsible for providing assistance to Local government before, during, and following a disaster; and,

WHEREAS, certain assignments of disaster responsibilities have previously been made by Executive Order, and,

WHEREAS, current concepts in disaster procedures necessitate changes in established plans:

NOW, THEREFORE, I order that:

1. All previous Executive Orders making assignments of Civil Defense and disaster responsibilities are hereby rescinded.
2. 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.
3. The responsibility for emergency planning shall rest with the head of each agency. Draft copies of completed plans shall be submitted to the Director, Civil Defense Division, Department of Public Safety, for review and coordination.

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4. Each agency assigned specific disaster responsibilities shall assign competent personnel of the agency to develop necessary emergency plans and to staff the State and Area 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.
5. The assignments of agencies for other than war caused emergencies are made in Appendix 1 of this Order. The assignments for a war caused emergency are made in Appendix 2 of this Order.

This Order shall be effective on March 26, 1973.

IN TESTIMONY WHEREOF, I hereunto set my hand on this 26th day
of March, 1973.

Wendell R. Anderson

Wendell R. Anderson

Filed according to Law:

Arlen I. Erdahl

Arlen I. Erdahl
Secretary of State

#2518)
STATE OF MINNESOTA
DEPARTMENT OF STATE
FILED

MAR 27 1973

Arlen I. Erdahl
Secretary of State

APPENDIX 1 - NATURAL DISASTER ASSIGNMENTS

PART I - DEPARTMENT OF PUBLIC SAFETY

CIVIL DEFENSE DIVISION

- Section 1-101 The Civil Defense Division 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 1-102 Either directly or through its Area Commanders, the Civil Defense Division 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 Highways, and Pollution Control Agency in any project before requesting technical and construction assistance from the U. S. Army Corps of Engineers.
- Section 1-103 Natural disaster assistance training and education requirements shall be coordinated by the Civil Defense Division 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 1-104 The Civil Defense Division 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 1-105 When a major natural disaster threatens or has occurred, the Civil Defense Division shall activate the State Emergency Operations Center. Area Commanders shall establish an Emergency Operations Center in or adjacent to the disaster area, as required, to coordinate field operations. The Civil Defense Division shall notify State agencies with responsibilities in emergency operations when the State and/or Area Emergency Operations Centers are or will be activated in order that they may provide appropriate staff.
- Section 1-106 Once a determination has been made after a Presidential Declaration of a Major Disaster to establish Disaster Assistance Centers, the Civil Defense Division 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 1-107

Civil Defense Area Commanders shall use Federal Public Assistance Centers, when established, as a base of operations for assisting political subdivisions in preparing and processing project applications for Federal assistance in repairing and restoring essential public facilities.

Section 1-108

Initial estimates of the damage caused by a Natural Disaster shall be gathered by the Civil Defense Division.

Section 1-109

The Civil Defense Division shall notify the Adjutant General when the staff of other State agencies are involved in disaster operations.

Section 1-110

The Civil Defense Division 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 Operations Center.

CRIMINAL APPREHENSION DIVISION

Section 1-120

The Division shall be responsible for the dissemination of weather warnings over the Minnesota Law Enforcement Teletype Network.

Section 1-121

The Division will provide support to the State Highway Patrol in assisting local government in traffic control and law enforcement in a disaster.

FIRE MARSHAL DIVISION

Section 1-140

The Division will assist local government in planning for emergency fire protection and obtaining fire fighting assistance in an emergency.

HIGHWAY PATROL DIVISION

Section 1-160

The Highway Patrol is responsible for Law Enforcement and Traffic Control on all Interstate and State Trunk Highways in an emergency.

Section 1-161

The Division shall assist local police agencies in Law Enforcement and Traffic Control when requested by proper authority to do so.

Section 1-162

The Highway Patrol shall act as Net Control for the National Warning System (NAWAS) within the State for the dissemination of severe weather warnings.

PART II - DEPARTMENT OF ADMINISTRATION

Section 1-201

The Department shall participate in planning Statewide communications systems and provide coordination, as necessary, during a disaster for these telecommunications systems.

Section 1-202

The Department shall provide engineers to prepare damage survey reports of public buildings damaged by disaster.

PART III - DEPARTMENT OF AERONAUTICS

Section 1-301

The use of aircraft for transportation in an emergency and for search in aircraft accidents will be coordinated by the Department of Aeronautics. The Department will establish restricted flight over disaster areas when requested by State Civil Defense or other appropriate authority.

PART IV - DEPARTMENT OF AGRICULTURE

Section 1-401

The Department 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, with the assistance of the Minnesota Live-stock 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 will 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 feeding facilities.

PART V - DEPARTMENT OF COMMERCE

Section 1-501 The Insurance Division of the Department shall develop a plan to provide for representation at such assistance centers as deemed necessary by the State Civil Defense Director to furnish information relative to insurance claim procedures to persons affected by the disaster.

Section 1-502 The Consumer Services Section shall provide for representation at such assistance centers as deemed necessary by the State Civil Defense Director to provide consumer information to disaster victims.

PART VI - DEPARTMENT OF EDUCATION

Section 1-601 The Department shall encourage and assist school districts throughout the State in preparing plans for the protection of school children in an emergency. These plans shall include the training of the staff in disaster operations, teaching survival techniques to students, shelter facilities in schools, and techniques for sheltering students 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 shall assist local educational agencies in preparing and submitting a request for a financial assistance grant from the Federal government under the provisions of Public Law 81-815 or Public Law 81-874 as appropriate.

PART VII - DEPARTMENT OF HEALTH

Section 1-701 The Department shall provide medical training courses for the general public and for specialized groups involved in emergency care.

Section 1-702 The Department shall coordinate the development of a State-wide emergency medical services communications system.

Section 1-703 The Department shall coordinate the voluntary efforts of health and medical associations in providing personnel to assist local hospitals in an emergency.

- Section 1-704 The Department has the responsibility for maintaining stockpiles of emergency medical care supplies and equipment throughout the State.
- Section 1-705 The Department shall provide assistance to the local health officer in the provision of increased public health services that result from conditions prevailing during a natural disaster and in the recovery period.
- Section 1-706 The Department shall be responsible for the administration, training, and operations of the Professional Rescue Instructors Minnesota (PRIM) and the Minnesota Para-Rescue Team in providing rescue assistance to local government.
- Section 1-707 The Department shall provide for representation at such assistance centers as deemed necessary by the State Civil Defense Director to provide health information to disaster victims.
- Section 1-708 The Department shall provide engineers to prepare damage survey reports of health and public water supplies and facilities damaged by disaster.
- Section 1-709 The Department 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 explosives, radioactive materials, or hazardous chemicals.

PART VIII - DEPARTMENT OF HIGHWAYS

- Section 1-801 The Department shall be responsible for the supervision, direction, and control of emergency engineering services in disaster operations.
- Section 1-802 Under certain emergency conditions the Department shall make available the Maintenance Construction Communication System for use as the Civil Defense Command Net.
- Section 1-803 The Department is responsible for debris and wreckage removal from all Interstate and State Trunk Highways and for assistance to political subdivisions on other roadways.
- Section 1-804 The Department shall provide any highway clearances and waivers required to expedite the transportation of temporary housing or other high priority materials.

Section 1-805 When an emergency diking project is proposed in the State before work begins, the Department shall determine the impact of the planned construction on the Interstate and State Trunk Highway systems and recommend approval or disapproval of the project as appropriate.

Section 1-806 The Department shall provide engineers to prepare damage survey reports of damage to roads, streets, and highway facilities caused by a disaster.

PART IX - DEPARTMENT OF MANPOWER SERVICES

Section 1-901 The Department shall be responsible for coordinating and directing the use of manpower within the State during disaster operations from State and Area Emergency Operations Centers.

Section 1-902 The Department shall prepare plans to provide unemployment assistance to eligible individuals whose unemployment results from a disaster declared under the Disaster Relief Act of 1970 (Public Law 91-606). It will also pay benefits under regular unemployment compensation laws to eligible individuals in cases where a natural disaster has not been declared.

PART X - DEPARTMENT OF MILITARY AFFAIRS

Section 1-1001 The Department shall prepare plans and procedures for providing military support to Civil authorities for law enforcement, rescue, and communications in an emergency.

Section 1-1002 The Department will prepare procedures for making application to the Executive Council through the Adjutant General for financial assistance under the provisions of Minnesota State Statute 9.061, the "Calamity Act."

Section 1-1003 The Department shall be responsible for processing Federal disaster assistance funds received by the State for political jurisdictions affected by disaster.

PART XI - DEPARTMENT OF NATURAL RESOURCES

- Section 1-1101 The Department shall be responsible for coordinating the Flood Plain Management Program and the National Flood Insurance Program in Minnesota.
- Section 1-1102 The Department is responsible for debris and wreckage removal from State waterways and forested areas.
- Section 1-1103 When an emergency diking project is proposed in the State before work begins, the Department shall determine the impact of the planned construction on the flood plain and recommend approval or disapproval of the project as appropriate.
- Section 1-1104 When requested by appropriate authority to do so, the Department shall provide personnel and equipment support to the State Highway Patrol in emergency law enforcement and traffic control operations.
- Section 1-1105 When requested by appropriate authority to do so, the Department shall provide personnel and equipment support to the State Department of Health in emergency rescue operations.
- Section 1-1106 The Department is responsible for coordinating fire suppression activities in forested and grassland areas in the State.
- Section 1-1107 The Department 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 from his property of timber damaged by a major disaster.
- Section 1-1108 The Department shall prepare procedures for providing communications support in a disaster area with Department equipment.
- Section 1-1109 The Department 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.

PART XII - OFFICE OF ECONOMIC OPPORTUNITY

Section 1-1201 The agency shall provide for representation by community action agencies at such assistance centers as deemed necessary by the State Civil Defense Director to provide legal assistance to low income disaster victims.

PART XIII - POLLUTION CONTROL AGENCY

Section 1-1301 The Agency shall develop plans and procedures for the administration and possible modification of pollution control standards in a disaster situation.

Section 1-1302 The Agency shall provide engineers to prepare damage survey reports of damage to public owned waste disposal systems in the disaster area.

Section 1-1303 When an emergency diking project is proposed in the State, before work begins, the Agency shall determine the environmental effects of the planned construction and recommend approval or disapproval of the project as appropriate.

PART XIV - DEPARTMENT OF PUBLIC EXAMINER

Section 1-1401 The Department shall be responsible for conducting the State audit of project applications submitted by political jurisdictions for Federal disaster assistance.

PART XV - DEPARTMENT OF PUBLIC SERVICE

Section 1-1501 From State and Area Emergency Operations Centers, the Department shall be responsible for the coordination of all rail, bus, and truck transportation in the State during an emergency.

Section 1-1502

The Department shall prepare plans for receiving and disseminating to appropriate agencies information concerning the intra-state shipment of chemical, radiological, and other materials that are potentially hazardous, particularly if involved in an accident.

PART XVI - STATE HOUSING FINANCE AGENCY

Section 1-1601

The Agency shall be responsible for the coordination of State and local efforts to provide temporary housing for disaster victims.

PART XVII - DEPARTMENT OF TAXATION

Section 1-1701

The Department shall provide for representation at such assistance centers as deemed necessary by the State Civil Defense Director to provide guidance to disaster victims on the effect of their loss on their State taxes.

PART XVIII - DEPARTMENT OF PUBLIC WELFARE

Section 1-1801

The Department shall be responsible for coordinating the provision of government commodity foods and food stamps to victims in the disaster area.

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STATE OF MINNESOTA
DEPARTMENT OF STATE
FILED

MAR 27 1973

Arlen J. Edsall
Secretary of State