

## APPENDIX XVI: EMERGENCY SUPPORT FUNCTION 16 - LAW ENFORCEMENT AND SECURITY

**PRIMARY AGENCY:** Florida Department of Law Enforcement

**SUPPORT AGENCIES:** Department of Agriculture and Consumer Services, (Office of Agricultural Law Enforcement), Department of Business and Professional Regulation (Division of Alcoholic Beverages and Tobacco), Department of Corrections, Department of Environmental Protection (Division of Law Enforcement), Department of Financial Services (Division of Insurance Fraud and Bureau of Fire and Arson Investigation), Florida Sheriff's Task Force, Florida Police Chiefs' Association, Department of Highway Safety and Motor Vehicles, (Division of Florida Highway Patrol and Bureau of Motor Carrier Compliance), Department of Lottery (Division of Security), Department of Military Affairs (Florida National Guard), Florida Fish and Wildlife Conservation Commission (Division of Law Enforcement), Department of Juvenile Justice.

### I. INTRODUCTION

The purpose of Emergency Support Function 16 (ESF 16) is to establish procedures for the command, control, and coordination of all state and local law enforcement personnel and equipment to support impacted local law enforcement agencies. ESF 16 also establishes procedures for the use of the Florida National Guard (ESF 13) in public safety and security missions requested by local law enforcement agencies.

### II. CONCEPT OF OPERATIONS

#### A. GENERAL

When an emergency situation is anticipated or occurs, the Florida Department of Law Enforcement (FDLE) will dispatch sworn officer(s) from the nearest FDLE facility to the affected local law enforcement agency(ies) to establish state mutual aid liaisons and monitor the situation. These officers will coordinate all requests for additional state law enforcement resources from within the affected region of the state and make regionally resources immediately available to local law enforcement. The Special Agent in Charge, or a designee from the nearest FDLE office, will accomplish coordination of state resources supporting local law enforcement executives. Should a situation escalate or require at the onset additional state law enforcement resources from outside the affected region, such resources will be deployed in coordination with other state law enforcement agencies listed in this Appendix by the FDLE Mutual Aid Director.

**B. ORGANIZATION**

1. ESF 16 consists of one Primary Agency, the Florida Department of Law Enforcement (FDLE), with all other Support Agencies aligned along a horizontal plane. Each agency has specific basic responsibilities, which are discussed in Section III (Responsibilities) of this Appendix.
2. During an emergency incident or event, the primary and Support Agencies of ESF 16 will respond directly to the Emergency Services Branch Director who reports to the Operations Section Chief (**see Chapter 4, Section M of the Basic Plan**).

**C. NOTIFICATION**

1. The Florida Department of Law Enforcement (FDLE) and the Division of Emergency Management routinely monitor incidents throughout the state that may require state law enforcement involvement and/or have the potential for the involvement of state law enforcement. When local law enforcement responds to an incident and requires state law enforcement assistance, Sheriffs and Chiefs may call directly on the regional command of any agency to request assistance. Those state agencies notify the nearest FDLE office of their involvement. FDLE actively monitors activities for potential escalation and expansion beyond the capabilities of regional state law enforcement resources, and the Mutual Aid Director notifies other ESF 16 Support Agencies and the Division of Emergency Management.
2. If it appears that state law enforcement resources will be required beyond those in the affected region, the FDLE may request an activation of the State Emergency Operations Center including those ESF 16 Support Agencies that are necessary for the response. The Support Agencies activated will be notified by the Mutual Aid Director to report to the State Emergency Operations Center. Each activated Support Agency's Emergency Coordination Officer will notify their agency's regional offices of the need for additional resources, and prepare for response. The Division of Emergency Management will determine which other ESFs are needed based on the incident, and ensure similar notifications and response to the State Emergency Operations Center.
3. The FDLE Public Information Officer will assist the ESF 14 Public Information Officer in the preparation and dissemination of information released to the media and other interested parties, and provide any other operations support as needed.

**D. OPERATIONAL OBJECTIVES**

1. Preparedness Training

FDLE provides law enforcement focused emergency response training to state and local law enforcement. Training offered includes, but is not limited to the understanding the role of the Florida Mutual Aid Plan (under

Chapter 23, F.S., the Florida Mutual Aid Act) and the State Comprehensive Emergency Management Plan (under Chapter 252, F.S., the State Emergency Management Act). Particular emphasis is given to the coordinative roles of Emergency Support Functions, particularly ESF 16.

ESF 16 agencies also participate in training and exercises conducted by the Division of Emergency Management in the State Emergency Operations Center.

## 2. Response

- a. Evacuation: As needed, ESF 16 agencies will participate in local, regional, and/or highway evacuations to ensure a safe and smooth population egress from potentially impacted areas.

The Florida Highway Patrol will assume the role as ESF 16's Primary Agency for activities pertaining to the established Florida Evacuation Lane Plan and coordinate all requests for law enforcement services through the Florida Department of Law Enforcement.

- b. Pre-positioning: ESF 16 will identify the number of law enforcement personnel and equipment which may be available to respond anywhere in the state, based on the proportionate law enforcement response matrix. ESF 16 may pre-position resources as conditions allow and for forecast incidents (i.e., hurricanes) and such events as high profile dignitary visits, trials, or public venues.
- c. Resource Coordination: The Florida Department of Law Enforcement may activate a regional law enforcement coordination team to support resource deployments and selects locations in the impacted area for establishing law enforcement command posts to fulfill assignments requested by local law enforcement. This information is provided to all ESF 16 agencies who may begin response and pre-positioning preparations, as required.
- d. Search and Rescue: The Florida Fish and Wildlife Conservation Commission (FWC), Division of Law Enforcement, will assume the role of ESF 16's Primary Agency for the coordination of all activities regarding Search and Rescue. FWC will participate and assist in the development of search and rescue plan(s) for the area of impact and coordinate with ESF 4&9 and other ESFs in the implementation of the Search and Rescue Plan.
- e. Initial Assessments: Contact with affected Sheriffs and Chiefs will be made quickly to determine their law enforcement resource needs for the particular incident or event. That information is

collected and transmitted to the affected FDLE Regional Operations Center, FDLE Command Staff, and the Mutual Aid Director.

- f. Physical Deployment: Each ESF 16 Support Agency Emergency Coordination Officers at the State Emergency Operations Center will coordinate with FDLE for deployment of their resources. All state law enforcement resources typically respond in numbers and types of equipment based on initial assessments made with local law enforcement, and State agency operations requiring law enforcement support. Upon arrival in the area of impact, each ESF 16 Support Agency coordinates with FDLE and their agency representative within the regional law enforcement resource coordination team.
- g. Force Reductions (Demobilization): ESF 16 will continually assess all law enforcement support mission assignments and will demobilize as required. These assessments, which are done in conjunction with the respective Sheriff(s) and Chief(s), help determine the level of resources required and the duration expected. As assignments are taken over by local law enforcement, or are no longer necessary, reductions in the number of out-of-region sheriff deputies and police officers, state law enforcement and Florida National Guard (ESF 13) personnel are taken into consideration. Unless other assignments require support, the first agency to begin withdrawal will be the Florida National Guard (ESF 13), followed by out-of-region sheriff deputies and police officers, then out-of-region state law enforcement.

### 3. Recovery

Law enforcement support from ESF 16 may continue to be required by affected local law enforcement into the recovery phase of an incident. Normally, by this time the majority of responder assignments has been returned to local law enforcement or is no longer required. The same requirement may continue to exist for state operations remaining active and requiring law enforcement support, but typically are similar to local law enforcement needs, as described. FDLE will continue to conduct assessments of all assignment requirements with the requesting agencies and will respond accordingly.

### 4. Mitigation

Consideration is given after each incident to identify problems that need to be addressed within the Emergency Support Function in order to better enhance future emergency response.

## E. DIRECTION AND CONTROL

### 1. Control

Pursuant to Chapter 23, F.S., the Florida Department of Law Enforcement is given the responsibility for command, and coordination of state law enforcement planning, operations, and mutual aid. In the State of Florida Comprehensive Emergency Management Plan, FDLE is given the responsibility of lead (Primary) agency for ESF 16.

### 2. Mission Assignments

When possible, ESF 16 Support Agency assignments are determined by the basic responsibilities assigned to each member agency as described in this appendix.

Assignment procedures follow established guidelines within the State Emergency Operations Center for all emergency support functions. Assignments come from several sources, such as the State Coordination Officer, State Emergency Operations Center Message Center, County Liaison, other Emergency Support Functions, and telephone calls from local and state law enforcement agencies in the impacted area. All assignments are entered into the emergency management tracking system, given a mission number, logged by FDLE, and then given to the appropriate ESF 16 support agency for action. FDLE also enters into the emergency management tracking system any mission updates and results.

### 3. Mutual Aid

In the event of a Level II activation/disaster, the Florida Sheriffs' Task Force and the Florida Police Chiefs' Association will dispatch representatives to ESF 16 at the State Emergency Operations Center to coordinate response. The coordination of assignments of those responding Sheriffs' Task Force resources or police personnel is done through ESF-16.

### 4. State Law Enforcement Resource Coordination Team

The Florida Department of Law Enforcement establishes a Law Enforcement regional law enforcement coordination team as soon as possible in the impacted region. The regional coordination team will assume tactical management of in-place and deployed state law enforcement and mutual aid resources to assist local law enforcement. If a State Management Team (SMT) is deployed to manage appropriate state response, the Florida Department of Law Enforcement will assign a liaison representative to the team.

## 5. Federal Resources

The National Response Framework developed by the Department of Homeland Security designates ESF 13 as the counterpart federal law enforcement Emergency Support Function to ESF 16 in the state Comprehensive Emergency Management Plan. Under the National Response Framework, any request for federal law enforcement personnel and support during emergencies must be made by the Governor to the US Attorney General who must review and approve the request pursuant to the Emergency Federal Law Enforcement Assistance Act. Federal agencies that respond will coordinate closely with ESF 16, and provide liaison personnel in the State Emergency Operations Center, as well as any regional law enforcement coordination team in the impacted area. Should the Division of Emergency Management establish a SMT, a federal liaison will be assigned at that location.

## 6. Radiological Emergencies (Nuclear Power Plant)

In the event of a Radiological Emergency, FDLE and ESF 16 Support Agencies will assist local law enforcement agencies in the impacted area through efforts that may include, but are not limited to, the following:

- a. Conduct warnings and evacuation for all waterways in coordination with the United States Coast Guard, state parks and recreational areas, and assist local law enforcement in evacuations and checkpoints in and around affected nuclear power plants.
- b. Supply supporting agency watercraft to the Department of Health as needed in the collection of iota samples.
- c. Provide assistance in the rapid transport of samples for analysis as necessary.
- d. Establish checkpoints to prevent entry into the impacted or contaminated area and to prevent the distribution of radiological contaminated foodstuffs.

### III. RESPONSIBILITIES

#### A. PRIMARY AGENCY - FLORIDA DEPARTMENT OF LAW ENFORCEMENT (FDLE)

Lead agency is responsible for overall command and coordination of ESF 16, and the deployment of state law enforcement assets to affected local agencies.

1. FDLE is responsible for staffing the State Emergency Operations Center, any regional law enforcement coordination team, county government Emergency Operations Centers, and maintaining liaison with affected Sheriffs and Chiefs.

2. FDLE is also responsible for collecting statistics such as manpower, and disaster-related deaths, etc., in accordance with the Florida Mutual Aid Plan for Law Enforcement, and will participate in investigations/task forces related to the disaster, as necessary, and gather intelligence and evidence.
3. FDLE also receives and responds to requests for the Florida National Guard to augment law enforcement public safety and security missions.

**B. SUPPORT AGENCIES**

<b>Agency</b>	<b>Responsibilities</b>
<p>1. Dept. of Highway Safety and Motor Vehicles, Florida Highway Patrol (FHP), and Bureau of Motor Carrier Compliance</p>	<ol style="list-style-type: none"> <li>a. The Florida Highway Patrol (FHP) will assume the role as ESF 16’s Primary Agency for activities pertaining to the established plan for Highway Evacuation Lane Plan evacuations and coordinate all requests for law enforcement services through FDLE. FHP is also responsible for providing law enforcement support for traffic control, road status closure information, high visibility patrol, communications issues, and escorts.</li> <li>b. Provide assistance with other assignments as required.</li> <li>c. In case of nuclear power plant emergencies, FHP will assist in the transportation of samples for analysis, when immediate analysis is necessary.</li> <li>d. Will be responsible for assisting in coordinating modifications to commercial vehicle restrictions regarding size, weight, registration requirements, and other commercial vehicle rules and regulations, as they pertain to the movement of relief supplies and recovery equipment.</li> <li>e. Establish fixed post assignments associated with Florida’s transportation infrastructure;</li> <li>f. Coordinate ESF16 missions with ESFs 1 &amp; 3.</li> </ol>
<p>2. Department of Environmental Protection, Division of Law Enforcement</p>	<ol style="list-style-type: none"> <li>a. Responsible for assisting FDLE in the coordination of State park and state law enforcement related activities such as security patrols, search and rescue missions, hazardous material incidents, and damage assessments.</li> <li>b. Will assist in operations where specialized equipment maybe needed (i.e., four-wheel drive vehicles, all terrain vehicles, mobile command posts, etc.).</li> <li>c. Will assist in fixed post assignments and accept other law enforcement missions as required.</li> </ol>

<p>3. Florida Fish and Wildlife Conservation Commission, Division of Law Enforcement</p>	<ul style="list-style-type: none"> <li>a. Will be responsible for conducting waterborne zone enforcement/security evacuations, search and rescue, waterborne law enforcement, and patrol of rural natural areas.</li> <li>b. Will assist FDLE with communications issues, US&amp;R, and assist in missions requiring four-wheel drive, all terrain vehicles, vessels or aircraft.</li> <li>c. Provide assistance in other assignments as required.</li> <li>d. Will provide assistance to local law enforcement and county humane societies in animal issues regarding abandoned, escaped, or captive wildlife and exotics.</li> <li>e. In case of nuclear power plant emergencies, FWC will coordinate with the Department of Health in the collection of isotope samples.</li> <li>f. Will assume the role of ESF 16's Primary Agency for coordination of all activities regarding Search and Rescue. FWC will participate and assist in the development of search and rescue plan(s) for the area of impact and coordinate with ESF 4&amp;9 and other ESFs in the implementation of the Search and Rescue Plan.</li> </ul>
<p>4. Department of Business and Professional Regulation, Division of Alcoholic Beverages and Tobacco</p>	<ul style="list-style-type: none"> <li>a. Will be responsible for assisting FDLE in staffing and coordination of assignments, and conducting assessments of all assignments staffed by ESF 16. Further, provide assistance in other assignments as required.</li> </ul>
<p>5. Department of Agriculture and Consumer Services, Office of Agricultural Law Enforcement</p>	<ul style="list-style-type: none"> <li>a. Will be responsible for assisting FDLE in the coordination of logistics (i.e., fuel, meals, generators, cots, etc), in support of law enforcement.</li> <li>b. Assist in patrol assignments and search and rescue, requiring four-wheel drive vehicles.</li> <li>c. Provide assistance in other assignments as required.</li> <li>d. In case of nuclear power plant emergencies, the Department of Agriculture and Consumer Services in concert with the Department of Health will assist in obtaining samples of animal food and water sources for radiological testing.</li> <li>e. When necessary, the Office of Agriculture Law Enforcement will also coordinate with the Department of Health in the establishment of quarantine zones.</li> </ul>



<p>6. Department of Lottery, Division of Security</p>	<p>a. Will be available for limited logistical transport assistance to state law enforcement, as required.</p> <p>b. Provide other law enforcement services consistent with agency capabilities and responsibilities.</p>
<p>7. Department of Corrections</p>	<p>Will be responsible for state prison evacuations, assistance FDLE in county jail evacuation, debris removal, and as a source on inmate labor (on public property) consistent with agency capabilities and responsibilities.</p>
<p>8. Department of Military Affairs, Florida National Guard</p>	<p>a. Will assist FDLE in providing manpower for augmenting state and local law enforcement on public safety and security assignments to include, but not limited to fixed post, security patrol, assisting the Department of Agriculture and Consumer Services in logistical transport, and other assignments as required, particularly involving specialized equipment such as helicopters, humvees, and trucks.</p> <p>b. All law enforcement requests for the Florida National Guard (FLNG) (ESF 13) assistance must be forwarded to and approved by FDLE.</p> <p>c. FLNG may assist the Florida Highway Patrol during Highway Evacuation Lane Plan evacuations.</p>
<p>9. Florida Sheriffs' Task Force</p>	<p>a. Will ensure that a representative is dispatched to the State Emergency Operations Center to assist FDLE in coordinating the response from other Sheriff's Offices in the state.</p> <p>b. Provide general law enforcement services to the impacted Sheriff(s) and Chief(s).</p> <p>c. Provide equipment as required to fulfill their assignments.</p>
<p>10. Florida Police Chiefs' Association</p>	<p>a. Will ensure that a representative from the Florida Police Chiefs' Association is dispatched to the State Emergency Operations Center to assist FDLE in coordinating the response from other police departments in the state.</p> <p>b. Provide general law enforcement services to the impacted sheriff(s) and chief(s), and will provide equipment as required to fulfill their assignments.</p>

<p>11. Florida Dept, of Financial Services, Division of Insurance Fraud and Bureau of Fire &amp; Arson Investigation</p>	<ul style="list-style-type: none"> <li>a. Will be responsible for assisting FDLE in staffing and coordination of intelligence gathering, search and rescue efforts with the State Fire Marshal, and post-disaster task forces and investigative efforts relating to unlicensed adjusters and fraudulent insurance claims and other insurance related crime.</li> <li>b. Provide assistance in other assignments as required.</li> </ul>
<p>12. Department of Juvenile Justice</p>	<ul style="list-style-type: none"> <li>a. When possible, assist the Florida Department of Law Enforcement in coordinating activities and services, which may include but are not limited to:                         <ul style="list-style-type: none"> <li>i. Transport survivors and/or supplies to disaster relief sites,</li> <li>ii. Provide temporary housing,</li> <li>iii. Prepare supplies for dissemination to disaster relief sites,</li> <li>iv. Assist with the relocation of displaced citizens,</li> <li>v. Assist with food support services,</li> <li>vi. Provide limited, temporary manpower for restoration and cleanup,</li> <li>vii. Provide clerical/administrative support for command/communications centers.</li> </ul> </li> <li>b. Responsible for the evacuation of juvenile offender facilities in the state.</li> <li>c. Provide the services of sworn youth custody officers.</li> <li>d. Provide staff for the dissemination of information both written and electronic as needed.</li> </ul>

<p>12. Federal ESF 13 Law Enforcement</p>	<ul style="list-style-type: none"> <li>a. The National Response Framework (NRF) developed by the Department of Homeland Security designates Federal ESF 13 as the counterpart federal law enforcement Emergency Support Function to the State of Florida's ESF 16 in the state Comprehensive Emergency Management Plan. Under the NRF, any request for federal law enforcement personnel and support during emergencies must be made by the Governor to the US Attorney General who must review and approve the request pursuant to the Emergency Federal Law Enforcement Assistance Act.</li> <li>b. The State of Florida's ESF 16 Federal Support Agency will coordinate closely with FDLE and provide liaison personnel in the State Emergency Operations Center, as well as any regional law enforcement coordination team.</li> <li>c. Should the Division of Emergency Management establish a SMT, a federal liaison will be assigned at that location.</li> </ul>
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**IV. FINANCIAL MANAGEMENT**

The Florida Department of Law Enforcement uses the following procedures in accounting for disaster related costs.

Each law enforcement agency participating in ESF 16 response activities should follow generally similar procedures in accounting for their mission related costs in seeking reimbursement for their agency.

**GENERAL GUIDELINES TO ACCOUNT FOR DISASTER RELATED COSTS**

- A. A specific tracking number shall be assigned for each disaster. The tracking number is used to account for expenses for use of vehicles in response to the disaster, other expenses incurred as a result of the response and to account for the hours worked in response to the event by each member.
- B. Each member will document their hours worked in their appropriate records management system.
- C. The Office of Finance and Accounting assigns the following accounting codes to account for encumbrances and expenditures, such as overtime, travel and other costs, related to the case; Organization Code, Expansion Object Code and Other Cost Accumulator Code. The accounting system is known as the Florida Accounting Information Resource. The Office of Finance and Accounting also assigns a 'charge object' for members to record overtime hours worked for a

disaster. Using several sources of information including appropriate records management systems, the mission assignment system used by ESF16, the Office of Finance and Accounting provides estimated cost data to the Division of Emergency Management and to the department's Budget Office to obtain budget authority for use in documenting reimbursements related to a disaster.

- D. The Office of Finance and Accounting obtains Florida Accounting Information Resource accounting reports monthly or as needed to document costs for the case. The reports most frequently used are the Schedule of Allotment Balances and the Detail Journal by Other Cost Accumulator within Fund. These reports provide detailed information including the voucher number, vendor name, purchase order number, amount paid or encumbered, etc.
- E. At the end of each pay cycle, members record their event hours and any attendance and leave in the appropriate records management system and submit the documentation to their supervisor for approval.
- F. The accounting office obtains appropriate information from the records management system as support documentation for vehicle use on the event and for comparison purposes of other costs in the system with Florida Accounting Information Resource and other systems as appropriate.
- G. Using Florida Accounting Information Resource reports, records management system reports and other expenditure supporting documentation, automated Excel spreadsheets are prepared by the Office of Finance and Accounting for overtime (including benefits) vehicle use, travel expenses, and other operating expenses. If a presidential declaration is received, the spreadsheets and all supporting documentation are forwarded via the Florida Public Assistance internet website to the Division of Emergency Management and the Federal Emergency Management Agency for reimbursement of costs.
- H. Upon receipt of reimbursement from the Federal Emergency Management Agency, the Florida Accounting Information Resource accounting records are adjusted to reimbursement the appropriate operating budgets.

## V. REFERENCES AND AUTHORITIES

Florida Mutual Aid Act (Chapter 23, Part I, Florida Statutes)

The Florida Mutual Aid Plan for Law Enforcement; Guidelines for Emergency Response  
Mass Immigration Emergency Plan