RESOURCE REQUESTS
BASIC INTRODUCTION TO INFORMATION REQUIREMENTS
• Historical perspective

• Primary objectives

• Essential elements of information
HURRICANE IKE
RESOURCE REQUESTS – LARGE EVENT

Texas Department of Public Safety
DIVISION OF EMERGENCY MANAGEMENT
WHAT

- Manage and process resource requests to provide the best possible support to emergency operations

WHY

- Get needed capabilities, materials, goods, and/or services to the right place as fast as possible

HOW

- Define expectations
- Train to a standard
- Communicate via WebEOC, email, phone, fax, etc.
What is a good resource request?

1. Requirements are clearly communicated by the requestor
2. Requirements are clearly understood by the receiver

When is the request not so good?

- When #1 and #2 are not met
WHO

Who is making the request?
• Has it been approved by the DDC?

When entering your request, provide the following:
• Position and Name
• Phone number
• Email
• County
• DDC

***Person to contact for questions about this request.***
WHAT

- Common name for resource
- Quantity needed, unit of measure
- Description of the item (provide details)
- Differentiate between consumable item or asset that can be demobilized/recovered
- Attach specifications sheet
- Attach a picture of the needed item
WHEN

• When do you need it?
  • Compared to when do you want it?
• How long do you think you’ll need it?
WHERE

Delivery address

• Additional information that assists with delivery
  – some locations cannot be found with GPS or on a map

Attachments

• Maps, diagrams, detailed directions

Point of contact at the delivery site of delivery

  – someone contractor/vendor can call for assistance
WHY

Purpose of the request

• What is this requested resource going to be used for?
• What problem needs to be solved?

***Reference document for later use.***
REQUEST: We need bull horns!
WE DON’T KNOW WHAT WE DON’T KNOW
RESOURCE REQUEST - WATER
RESOURCE REQUEST - MOBILE POWER
• Historical perspective

• Primary objectives

• Essential elements of information

• Frequently requested resources
I have no idea what you're talking about.

And at this point I'm too afraid to ask.