

Proposed changes to this policy should be brought to the attention of the Citizen Corp Council  
**Citizen Corp Council: Stutsman County Local Emergency Planning Committee (SCLEPC)**

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**Mission:**

To make Stutsman County safer and stronger and provide opportunities for individuals to be better prepared for emergency/disaster situations.

**Purpose:**

To establish procedures for the activation, notification, coordination, capabilities and responsibilities of Stutsman County Community Emergency Response Team (*CERT*) members.

**General Instructions:**

The Stutsman County *CERT* program emphasizes a neighbor helping neighbor approach with training and program maintenance directed through the Stutsman County Citizen Corp Council/SCLEPC.

*CERT* members can be deployed for any type of major incident to include but not be limited to:

1. Natural disasters
2. Technological hazards
3. Man-made or terrorist incidents

- A. Activation** - **Self Activation:** Neighbor helping neighbor  
- **Community Activation:** Provide support to emergency response agencies as needed.

1. In the event the emergency services within the communities are overwhelmed, *CERT* teams are designed to take immediate action and provide care and support throughout their immediate area. Members of *CERT* are trained to self-activate in their neighborhoods/communities and work as a team while conducting operations until emergency services crews can gain access to and stabilize the situation.
2. *CERT* members are not emergency services personnel as defined by state law and as such are not exempt from federal, state, and local laws when responding to emergencies. Therefore, all *CERT* members must use due care and diligence when responding or reporting, as directed, to emergencies.
3. *CERT* members should be advised of the nature of the emergency, the number of *CERT* members needed, and the staging location for operations when assisting emergency response agencies.

**B. Notification**

Members should be notified of developing situations in their neighborhoods/communities that may require their services or activation. Communication media may include but not be limited to:

1. Radio Communications:
  - A. AM/FM
  - B. Weather Band
  - C. Short Wave/Amateur Radio
2. Television Communications
3. Telephone Communications

**C. Coordination**

1. Self activated *CERT* members must coordinate their efforts until emergency response agencies arrive and provide direction and leadership.
2. Community activated *CERT* members should be directed by the emergency response agencies whether on scene or through available communications. *CERT* members are only authorized to respond to community emergencies as directed by local emergency response agencies.
3. Activities of *CERT* members should be relayed frequently to the on scene emergency response agencies.
4. In the event of a catastrophic disaster which results in the temporary loss of communications, all available *CERT* members are to report to a rally point, as designated by emergency response agencies, and await further instructions.

**D. Capabilities**

1. *CERT* volunteers are trained to perform the following operations.
  - A. Light search and rescue
  - B. Fire extinguishment on small or controllable fires
  - C. Basic triage of trauma victims
  - D. Establishing safe evacuation areas
2. *CERT* volunteers are trained to assist local emergency response agencies as directed

**E. Responsibilities**

*CERT* members must comply with the requirements of *CERT* training, as well as complying with all federal, state and local laws when functioning as a *CERT* member. These requirements are established through the *CERT* curriculum and the Stutsman County Citizen Corp Council/SCLEPC and include but are not limited to:

1. Completing a Stutsman County *CERT* Application Form
2. Establish and maintain enrollment with Workforce Safety & Insurance
3. Complete an Informed Consent, Waiver and Release of Liability Agreement
4. Satisfactory completion of an approved Stutsman County *CERT* instruction course
5. Maintaining competencies by attending future *CERT* education sessions/meetings
6. Signing the Acknowledgment Form attached to the Stutsman County *CERT* Standard Operating Procedures.

**Acknowledgement Form**

I hereby certify that I have read and fully understand the information presented in the Stutsman County Community Emergency Response Team (*CERT*) program’s Standard Operating Procedures document. Further, I acknowledge that in my decision to respond “at will” to emergency or disaster situations within Stutsman County, it is my duty to obey all federal, state, and local laws while functioning as a *CERT* member.

Further, as a *CERT* member, I will always use due care whether I am self activated in my local area or community activated. I will follow the directions of the emergency response agencies and supervisors appointed over me. In the event that I am without direction from the emergency response agencies or supervisors, I will perform my duties including making decisions as to the necessity of providing emergency services in a prudent and reasonable manner at all times.

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Printed *CERT* member name

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DATE

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Signature of *CERT* member