

**By-Law Number (2024) - 20859**

**Schedule "D"**

**Emergency Operations Centre and Command Structure of the Emergency Operations Centre**

**Emergency Operations Centre**

1. A primary and an alternate Emergency Operations Centre have been established for use by the MCEG in an emergency and with the appropriate technological and telecommunications systems to ensure effective communication in an emergency.

**Command Structure of the Emergency Operations Centre**

2. The City employees who hold the following positions shall operate the Emergency Operations Centre and the command structure shall be as follows:
  - a. Emergency Operations Centre Director – CAO,
  - b. Emergency Information Officer – General Manager of Corporate Communications and Customer Service,
  - c. Liaison Officer – Assigned Duty Officer of the day,
  - d. Recording Clerk – Deputy Clerk,
  - e. Operations Section Chief – Fire Chief,
  - f. Planning Section Chief – as assigned by the CAO
  - g. Logistics Section Chief – Manager of Procurement, and
  - h. Finance and Administration Chief - as assigned by the CAO.