

## **APPENDIX 1 TO THE BASIC PLAN SAMPLE EMERGENCY PROCLAMATION**

The following sample emergency proclamation can be used if the need to declare a “State of Emergency” arises in Pleasants County. These instructions will assist in preparing the proclamation and notifying applicable agencies/organizations that a proclamation has been made.

### **I. INSTRUCTIONS FOR COMPLETING THE PROCLAMATION**

- A. Date the proclamation where indicated.
- B. Indicate the type of hazard threatening the community (i.e. natural/technological/man-made).
- C. Formally adopt the proclamation in accordance with normal local governmental protocols.
- D. Sign where indicated.

### **II. NOTIFICATION OF PROCLAMATION DECLARATION**

- A. The governmental body declaring the state of emergency should notify neighboring jurisdictions (including those within Pleasants County) and the state.
  1. As the agency to which emergency management tasks have been delegated, the PCOES will notify neighboring jurisdictions and the WVDHSEM if a “State of Emergency” is declared by the county commission.
  2. If the governing body of an incorporated area declares a state of emergency, it is the responsibility of the CEO of that jurisdiction to notify neighboring jurisdictions and the WVDHSEM. That municipality should first notify the Pleasants County government in order to obtain resource assistance that is available at the county level.

**EMERGENCY PROCLAMATION**

Pleasants County, West Virginia \_\_\_\_\_, 20\_\_\_\_\_

WHEREAS Pleasants County, West Virginia has been or is immediately threatened by a natural/technological/man-made hazard, and

WHEREAS a state of emergency has been declared by the County Commission of Pleasants County.

NOW, THEREFORE, we, the Pleasants County Commission, declare that a state of emergency exists in the county and that we hereby invoke and declare those portions of the West Virginia Code which are applicable to the conditions and have caused the issuance of this proclamation be in full force and effect in the county for the exercise of a necessary emergency authority for protection of the lives and property of the people of Pleasants County and the restoration of local government with a minimum of interruption.

Reference is hereby made to all appropriate laws, statutes, ordinances and resolutions, and particularly to Chapter 15 Article 5 of the West Virginia Code.

All public offices and employees of Pleasants County are hereby directed to exercise the utmost diligence in the discharge of duties required by them for the duration of the emergency and in execution of emergency laws, regulations, and directives.

All citizens are called upon and directed to comply with necessary emergency measures, to cooperate with public officials and emergency management forces in executing emergency operations plans and to obey and comply with the lawful direction of properly-identified officers.

All operating forces will direct their communications and requests for assistance and new operations directly to the Emergency Operations Center.

In witness, we have hereunto set our hand this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_ A.D.

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Pleasants County Commission President

\_\_\_\_\_  
Pleasants County Commissioner

\_\_\_\_\_  
Pleasants County Commissioner