Readiness and Emergency Management for Schools (REMS) Technical Assistance (TA) Center

EOP Interactive Tools

Free Emergency Management Planning Tools

The REMS TA Center offers a suite of emergency management planning tools to K-12 schools and districts, institutions of higher education (IHEs), state education agencies, and community organizations to support them in a variety of planning activities. These **EOP Interactive Tools** were intended to be used by K-12 and higher ed practitioners with any level of experience in emergency management to develop emergency operations plans (EOPs), revise EOPs, enhance their capacity, and engage in learning opportunities.
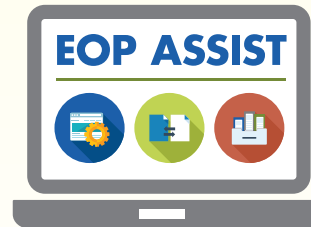
EOP ASSESS

This Web application helps practitioners assess their understanding of elements critical to the process of creating and maintaining a high-quality EOP and generates a customized and downloadable report with information and resources on fundamental concepts in emergency management planning.

Audience: K-12 and higher ed individuals and planning team members at schools, districts, IHEs, community organizations, and state education agencies

Requirements: Computer with an internet connection and a PDF viewer

EOP ASSIST

This Web-accessible software application guides planning team members through the Federally recommended planning process and generates a customized and downloadable EOP.

Audience: K-12 planning teams at schools, districts, state agencies, and community organizations

Requirements: Server that meets installation requirements; IT personnel with an intermediate level of expertise in networking, Web server configuration, and database configuration; and computers with an internet connection

EOP EVALUATE

This Web application helps planning team members evaluate an existing EOP against Federal guidelines and generates a customized and downloadable report with information and resources that planning teams may use to enhance areas of their EOP.

Audience: K-12 and higher ed planning team members at schools, districts, IHEs, community organizations, and state education agencies

Requirements: Computer with an internet connection and a PDF viewer

EOP ASSIST Interactive Workbook

This offline tool, composed of instructions and worksheets, directs planning team members through the Federally recommended planning process and generates a customized EOP.

Audience: K-12 planning teams at schools, districts, state agencies, and community organizations

Requirements: Computer with a PDF viewer and Microsoft Word

K-12 SCHOOLS AND DISTRICTS:
Which tool should I use?

My school already has an EOP.

Use **EOP EVALUATE** to compare your EOP against the *Guide for Developing High-Quality School Emergency Operations Plans* (*School Guide*) and determine areas of your plan to revise. Utilize the information and resources in the customized output report to enhance those identified sections.

Then, use the **EOP ASSIST** software application or **EOP ASSIST Interactive Workbook** to revise those areas of your EOP.

I'm new to K-12 emergency management planning.

Use **EOP ASSESS** to test your knowledge of concepts fundamental to emergency management. Utilize the information and resources in the customized output report to enhance your understanding.

My school doesn't currently have an EOP, but our planning team would like to start developing one.

Use **EOP ASSESS** to refresh your understanding of EOP planning and ensure that you are on the same page as other members of your planning team.

Use the **EOP ASSIST** software application, installed on your school, district, or state agency server, or **EOP ASSIST Interactive Workbook** to develop a high-quality EOP according to the *School Guide*. Continue to review, revise, and maintain your EOP using either tool.

INSTITUTIONS OF HIGHER EDUCATION:
Which tool should I use?

My IHE already has a higher ed EOP.

Use **EOP EVALUATE** to compare your EOP against the *Guide for Developing High-Quality Emergency Operations Plans for Institutions of Higher Education* (*IHE Guide*) and determine areas of your plan to revise. Utilize the information and resources in the customized output report to enhance those identified sections.

I'm new to higher ed emergency management planning.

Use **EOP ASSESS** to test your knowledge of concepts fundamental to emergency management. Utilize the information and resources in the customized output report to enhance your understanding.

Did you know?

The **EOP ASSIST** software application can be hosted by state agencies and installed on a state server for use by all schools and districts in the state.

You may request a Microsoft Word version of the entire **EOP ASSIST Interactive Workbook** to incorporate state or local requirements for EOPs directly into the tool.

The REMS TA Center offers a variety of resources to support your use of the **EOP ASSIST** software application, including video tutorials and manuals. http://rems.ed.gov/EOPASSIST.aspx

The REMS TA Center originally released **EOP ASSESS** and **EOP EVALUATE** in 2014, while the **EOP ASSIST** software application and **EOP ASSIST Interactive Workbook** became available in 2015.

Access the EOP Interactive Tools today at
http://rems.ed.gov/EOPInteractiveTools.aspx