

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

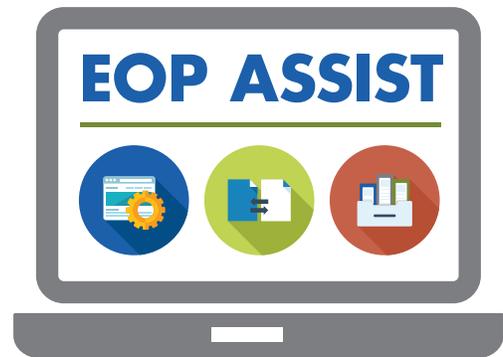
EOP INTERACTIVE TOOLS

The U.S. Department of Education and the REMS TA Center present A Free Web-Based App to Create Your EOP

Our nation's schools and districts are entrusted to provide a safe and healthy learning environment for approximately 55 million elementary and secondary students each school day, and communities expect schools to keep children safe from threats and hazards. For school administrators and emergency management personnel, creating a comprehensive emergency operations plan (EOP) can be a challenging task.

What is EOP ASSIST 2.0?

To help school administrators and emergency management personnel create or revise their EOPs, the Readiness and Emergency Management for Schools (REMS) Technical Assistance (TA) Center has recently updated its free plan development software application (app), EOP ASSIST, and is pleased to announce the release of **EOP ASSIST 2.0**. This user-friendly app walks school and district emergency management personnel through the six-step planning process for creating a customized school EOP recommended in the *Guide for Developing High-Quality School Emergency Operations Plans (Guide)* and includes a number of enhanced features and functions.



EOP ASSIST 2.0's features allow schools to:

- Facilitate collaboration among school planning team members, including community partners;
- Compile all emergency management information in a single location;
- Access relevant resources and help topics directly through the app interface throughout the planning process;
- Generate a comprehensive school EOP based on the Federal guidance and recommendations;
- Revise the EOP, as necessary, to address changes in state, local, or district policies and/or other factors, such as resource availability;
- Share the EOP with district and state officials, depending on how your institution configures the app's settings; and
- Schedule EOP reviews or meetings, and set deadlines for submitting EOPs.

DID YOU KNOW...?

- In June 2013, the White House released the *Guide*, which is a joint product of six Federal agencies and builds upon years of emergency planning work by the Federal government.
- The *Guide* responds to the concerns voiced by stakeholders following recent emergency events, and is customized to the needs of the school community.
- Schools can use the *Guide* to meet create or revise their EOPs, and to align their practices with those at the national, state, and local levels.

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District-wide EOP Management Options

EOP ASSIST 2.0 also incorporates district-wide EOP management options including the following:

- Providing district administrators and emergency management personnel with the ability to input EOP information for each school;
- Allowing district personnel to view EOPs from individual schools and ensure that they incorporate all district-level requirements;
- Managing user access for each school's planning team;
- Viewing plans developed by individual schools to assist schools in their planning process;
- Monitoring the progress of schools in developing their EOPs to provide assistance where necessary; and
- Accessing a single, comprehensive calendar that displays all events planned for each school.

State-Level Hosting Option

EOP ASSIST 2.0 also allows state agencies to host the app for all schools and districts within their state. This new option includes the following features:

- State, district, and school administrators may all enable or disable state access to school EOP(s) using the app's two-door sharing feature, ensuring that EOPs will only be shared when the state and the school or district have both enabled EOP sharing;
- State-level personnel may easily review all school EOPs developed with the app; and
- State administrators can develop a sample school EOP to distribute to schools and districts throughout their state.

Expanded Technological Compatibility

Server requirements:

EOP ASSIST 2.0 is compatible with both Apache HTTP Server (recommended) and Microsoft IIS 5, 6, or 7 if PHP is configured correctly. The platform and back-end database use PHP, as well as MySQL or MS SQL Server, which are freely available and compatible with Windows and Linux servers.

Client requirements:

Windows, OS X, or Linux operating systems running a Web browser such as Internet Explorer, Google Chrome, Safari, or Mozilla Firefox.

A Secure, Server-Based App

EOP ASSIST 2.0 is a secure, server-based app that has features including the following:

- **Local server installation.**
Information is collected and stored at the state, district, or school level, and not shared with any other entity.
- **Role-based log ins.**
Administrators can assign roles to ensure that users only have access to information relevant to their position on the planning team.
- **Secure Sockets Layer (SSL) compatibility.**
EOP ASSIST 2.0 will work within the state's, district's, or school's existing security framework, and is compatible with SSL security protocols.
- **Multi-platform compatibility.**
EOP ASSIST 2.0 runs in a Web browser and does not require any plug-ins. Client computers can run any operating system and still access the app.



Download EOP ASSIST 2.0 today at
<http://rems.ed.gov/EOPASSIST.aspx>.