



Assessment Report Style Guide

Version 2020

This Guide is provided to EMAP Assessment Teams to develop comprehensive findings that are properly formatted and accurately referenced for the benefit of the Programs being assessed. This Guide will be used by all EMAP Assessors on every Document Review, Pre-Assessment, On-Site Assessment, and Conditional On-Site Assessment finding that is developed. The format and content of every EMAP Assessment Report and the Finding Narratives within are the responsibility of each Assessor. The Assessment Team Leader is responsible for ensuring that every Assessor is following the Style Guide. All proofs of compliance reviewed as relevant and interviews conducted should be cited in the Finding Narratives and referenced according to the Style Guide. If an Assessor does not properly format and accurately reference their Finding Narratives and proofs of compliance, it is the Assessment Team Leader's responsibility to make revisions and enhancements in a timely manner so as to not delay the delivery of the Assessment Report to the Program.

FINDING LAYOUT:

- For Emergency Management Program Assessments, the first sentence of every Finding Narrative will read: “Based on the documentation review, the Program is found to be compliant/non-compliant with Standard 3.2.1.”; the word “Standard” will be capitalized and the word “Program” will be capitalized when referring to the Emergency Management Program; and **do not** add “Based on the documentation review and an interview”; even if interviews were conducted. Interviews should be discussed within the Finding Narrative.
- For Emergency Management Program Assessments, if supplemental proofs of compliance are provided for review, the first sentence of the supplemental finding will read: “Based on the supplemental documentation review, the Program is found to be compliant/non-compliant with Standard 3.2.1.” The supplemental finding will only discuss new proofs of compliance, with a conclusion that it does/does not meet Standard compliance.
- For Emergency Management Program Assessments, if conditional proofs of compliance are provided for review, the first sentence of the conditional finding will read: “Based on the conditional documentation review, the Program is found to be compliant/non-compliant with Standard 3.2.1.” The conditional finding will only discuss new proofs of compliance, with a conclusion that it does/does not meet Standard compliance.
- For US&R Resource Assessments, the first sentence of every finding will read: “Based on the documentation review, the US&R Resource is found to have met/not met the criteria established for Standard 3.1.1.”; the word “Standard” will be capitalized and the word “Program” will be capitalized when referring to the Emergency Management Program; and **do not** add “Based on the documentation review and an interview”; even if interviews were conducted. Interviews should be discussed within the Finding Narrative.
- For US&R Resource Assessments, the supplemental finding will read: “Based on the supplemental documentation review, the US&R Resource is found to have met/not met the criteria established for Standard 3.1.1.” The supplemental finding will only discuss new proofs of compliance, with a conclusion that it has/has not met the criteria established.
- For US&R Resource Assessments, the conditional finding will read: “Based on the conditional documentation review, the US&R Resource is found to have met/not met the criteria established for Standard 3.1.1.” The conditional finding will only discuss new proofs of compliance; with a conclusion that it has/has not met the criteria established.
- If the Emergency Management Program or US&R Resource is found compliant, begin the Finding Narrative immediately after the Finding Introductory Sentence, in the same paragraph.
- If the Emergency Management Program or US&R Resource is found non-compliant, describe the non-compliant elements after the Finding Introductory Sentence in the same paragraph. Use the following language, “The Program or US&R Resource was found to be non-compliant for the following reason(s):...” The reasons for non-compliance will then be listed in bulleted format unless there is only one (1) reason for non-compliance.
- All proof of compliance documentation referenced in the Finding Narrative will be listed in the Referenced Documents Section at the end of the Finding Narrative.
- For Emergency Management Programs or US&R Resources, all documentation referenced in the Finding Narrative must include an explanation of how the proof of compliance establishes compliance or non-compliance; it will not simply be cited without further discussion.

FINDING NARRATIVE:

- Standard language will not be repeated or rewritten in full in the Finding Narrative. However, it is acceptable to use parts of the Standard language when it makes sense, but that language must be included in the context of the specific proof(s) of compliance provided by the Program. It can be used to introduce a discussion of how the specific Program documentation demonstrates either compliance or non-compliance.
- The Finding Narrative will not include long quotations from proof of compliance documentation. Short quotations from proofs of compliance are acceptable as long as the quote is linked to the Assessor's discussion of how the quotation in the document demonstrates either compliance or non-compliance.
- The Finding Narrative will follow the Standard element order and there will be a paragraph corresponding to each element unless several similar elements can be addressed together. It will be clear in the Finding Narrative how each proof of compliance document demonstrates either compliance or non-compliance.
- Spell out numbers written in one (1) or two (2) words and then provide the number in parenthesis – two (2), ninety-nine (99), two-thousand (2,000). All other numbers should be referenced using numerals.
- Use numerals for page numbers (p. 7 and pp. 10-14), percentages (7%), money (\$3.82), technical units of measure (2 inches, 5 yards), and street addresses (301 State Street).
- One page from a document will be cited using a single “p.” and multiple pages will be cited using a double “pp.” No parentheses will be used. Do not abbreviate the word “paragraph.” Page references will use the following format: *Commonwealth of Virginia Emergency Operations Plan (COVEOP)*, Emergency Support Function #5, dated May 2, 2016, pp. 10-20.
- The full, correct title of each proof of compliance document will be used for the first mention of the document in each Standard. An acronym may be used thereafter throughout that Standard, but it must be an acronym regularly used by the Program. The Assessment Team will use such acronyms consistently throughout the report. The Assessment Team Leader will keep a list of acceptable acronyms and review the report for consistency. For example, if the *Commonwealth of Virginia Emergency Operations Plan (COVEOP)* is cited in Standard 4.4.1, then *COVEOP* can be used throughout that Standard.

REFERENCING DOCUMENTATION:

It is the Assessors' and the Assessment Team Leader's responsibility to ensure that proof of compliance documents and interviews are referenced accurately in title, title acronym, and date. In addition, it is the Assessment Team Leader's responsibility to ensure that the same references of the same proof of compliance documents are used consistently throughout every Finding Narrative.

- **TITLES:** All proofs of compliance that are reviewed and determined by the Assessor to support compliance or non-compliance will be cited in the Finding Narrative. The exact title of the document or the Program-approved acronym will be referenced in the Finding Narrative. Document titles will be italicized in the Finding Narrative and in the Referenced Documents Section.
- **DATES:** All proof of compliance documentation cited within the Finding Narrative will be referenced using the date of the document. By date, EMAP means the actual date of promulgation,

last record of change date, or the cover date.

- The date will not be italicized in the Finding Narrative and will only be used with the first mention of the document. The date will follow the document title and be preceded by the word “dated.”
 - Emergency Management Program Finding Narratives will follow Month, Day, Year format, for example: “dated January 13, 2015”.
 - USACE Finding Narratives will follow Day, Month, Year format, for example: “dated 13 January 2015”. No comma.
 - If there are competing dates within a document, the Assessor will discuss the issue with the appropriate Program representative to resolve.
 - If a document does not have a date and it cannot be obtained through an interview, then the Assessor will add “undated” following the proof of compliance document title both in the Finding Narrative and in the Referenced Documents Section.
 - The Assessment Team Leader will ensure that all Assessors are using a consistent date for each document discussed in the report.
- Begin sentences citing a Program document with the title of the document, not page numbers. The word “the” should be used at the beginning of each document title.
 - **Incorrect** example: “Page 46 of the *Strategic Plan* provides the method of implementation.”
 - **Correct** example: “The *Strategic Plan*, dated May 2, 2015, p. 46, provides the method of implementation.”
 - **Correct** example (USACE): “The *Contingency Planning Steering Committee (CPSC) Planning Process*, dated 12 December 2014, p. 1, provides the purpose, establishment, and membership of the CPSC.”
- Cite and format sections, appendices, attachments, tables, etc., of Program documentation, documents as follows:
 - “*Plan/Procedure/Document*, Volume I, Emergency Support Functions Appendices, dated June 15, 2019, pp. 102-169, provides...”
 - “*Plan/Procedure/Document*, Appendix I, dated July 1, 2019, p. 39, provides...”
 - “*Plan/Procedure/Document*, Table I: Name of the Table, dated July 10, 2019, pp. 43-44, provides...”
 - “*Plan/Procedure/Document*, Attachment 2: Name of the Attachment, dated June 15, 2019, p. 3, provides...”
- When an Annex and/or Appendix has a different date than the Base Plan, the Assessor will reference that specific Annex or Appendix date in the Finding Narrative and the Referenced Documents Section. For example, “The *Commonwealth of Virginia, Emergency Operations Plan (COVEOP)*, Emergency Support Function #5, dated May 2, 2016, pp. 1-4, provides... In addition, the *COVEOP*, Emergency Support Function #8, dated March 6, 2015, pp. 42-45, provides...”
- Emails will be cited as follows: *Email: Subject: Upcoming Annual Fall Committee Meeting; Date: August 1, 2015; From: Chief Harris; To: Homeland Security Advisory Committee and/or list names of recipients;* with subsequent discussion of how the email provides support for compliance or non-compliance.
- Letters or memos will be cited as follows: *Memo: Subject: Appointment of Mr. Smith as Director of Emergency Management; Date: June 15, 2012; From: Mayor Santiago; To: Mr. John Smith;* and with subsequent discussion of how the letter or memo provides support for compliance or non-compliance.
- Certificates will be cited as follows: *Certificate: Subject: Incident Command System (ICS) 200; Date: June 17, 2016; To: Ms. Jane Doe;* with subsequent discussion of how the certificate provides support

for compliance or non-compliance.

- Websites will be cited as follows: *Emergency Management Accreditation Program Website*, <http://www.emap.org/>, date accessed January 1, 2017; with subsequent discussion of how the website provides support for compliance or non-compliance.
- All proof of compliance documents cited within the Finding Narrative will be listed in the Referenced Documents Section.
 - Proofs of compliance cited in the Referenced Documents Section should be cited as they are in the Finding Narrative.
 - If the referenced proof of compliance document does not have a date, keep the word, “undated,” at the end of the reference in the Reference Documents Section.
 - Proofs of compliance cited in the Referenced Documents Section should not include page numbers or acronyms.

REFERENCING INTERVIEWS AND DEMONSTRATIONS:

- Assessors will conduct an interview for every Standard that is found to be non-compliant. If the Program personnel are unavailable for an interview, the Assessor will discuss the issue with the Assessment Team Leader and the Accreditation Manager. If the matter can be resolved or if the matter remains unresolved, the Assessor will note that in the Finding Narrative.
- Interviews and demonstrations will not be used as primary proofs of compliance and will not introduce a Finding Narrative. Interviews and demonstrations will be used to help Assessors resolve issues with Program documentation and/or to provide additional context or clarification for a compliance/non-compliance determination.
- Interview discussion in Finding Narratives will include the following: (1) the name(s) and title(s) of the interviewee(s) (including Mr., Mrs. or Ms.); (2) the department of the interviewee(s); (3) the date of the interview; (4) a summary of the interview discussion; and (5) how the interview supports compliance or non-compliance. As available, business cards can be collected to ensure proper spelling and titles.
- If there are any additional proofs of compliance provided during an Interview, the Assessor will address and describe and cite that information in the Finding Narrative and reference it appropriately in the Referenced Documents Section.
- If an Assessor witnesses a demonstration, the following information should be documented in the Finding Narrative: (1) name(s) and title(s) of the individual(s) conducting the demonstration (including Mr., Mrs. or Ms.); (2) the location of the demonstration; (3) a reason for and summary of the demonstration; (4) the date of the demonstration; and (5) how the demonstration supports compliance or non-compliance.

FINDING EXAMPLES:

Standard 4.1.2

The Emergency Management Program conducts a consequence analysis for the hazards identified in Standard 4.1.1 to consider the impact on the following:

- (1) public;
- (2) responders;
- (3) continuity of operations including continued delivery of services;
- (4) property, facilities, and infrastructure;
- (5) environment;
- (6) economic condition of the jurisdiction; and
- (7) public confidence in the jurisdiction's governance.

Assessment Team Findings

Primary Assessor: Princess Leah

Finding: Compliant

Based on the documentation review, the Program is found to be compliant with Standard 4.1.2. The *Coruscant Comprehensive Emergency Management Plan (CEMP)*, Annex D, Appendix 2: Hazard Identification and Risk Assessment (HIRA), dated 2019, serves as the Program's consequence analysis, presenting an integrated risk picture for all eighteen (18) identified natural and technological/human-caused hazards identified by the Program.

The *Coruscant Comprehensive Emergency Management Plan (CEMP)*, Basic Plan, dated July 31, 2019, pp. 22-44, presents all hazards "that pose a potential threat to the citizens and visitors to Coruscant." This section of the plan provides an overview of each hazard "to guide emergency officials and public policy makers" in estimating probability/severity, determining vulnerable populations and understanding potential consequences. Each individual hazard section provides relevant descriptions within the following categories:

- Vulnerable Geographic Locations;
- Damage Estimates;
- Populations (demographics and vulnerability);
- Personal Injury;
- Group Homes;
- Structural (property);
- Infrastructure;
- Business/Economic Vulnerability; and
- Public Trust.

The *Coruscant CEMP*, Basic Plan, Plan Development Process, Methodology, p. 19, which also provides for development of the plan's related annexes and appendices including the *Coruscant CEMP*, Annex D, Appendix 2: HIRA, describes that the Program uses a "whole community" approach based on federal guidance and in close alignment with the Threat and Hazard Identification and Risk Assessment (THIRA) process. The consequence analysis process involves input from a variety of preparedness and response public and private organizations, including the Disaster Management Group (DMG), which is an organization made up of department heads and multiple organizations with preparedness and response roles. The DMG is noted to be a "clearing house of information" that shares information with all jurisdictions within Coruscant. Additional organizations involved in the hazard identification and risk assessment process include the Coruscant Local Mitigation Strategy (LMS) Steering Committee as well as individuals.

The DMG and LMS Steering Committee meet on regular schedules and include discussion of hazard

consequences and their effects as part of their agendas. The *Disaster Management and Policy Group Meeting Agenda, Minutes and Sign-in*, dated January 17, 2017, indicates discussion on multiple hazard risks, including civil unrest, hurricanes, cybersecurity and tsunamis took place. Discussion related to these hazards included risk and consequence factors, planned training and exercises and the achievement of Coruscant's designation as "tsunami-ready" by the National Weather Service. The LMS committee agendas, minutes and sign-in sheets are documented in the LMS, Appendices C: Steering and Working Committee Agendas; Appendix D: Steering and Working Committee Minutes; and Appendix E: Steering and Working Committee Notices. The *Coruscant Local Mitigation Strategy (LMS) Task Force Steering Committee Meeting Agenda and Handouts*, dated April 25, 2019, indicate a discussion of the addition of seismic activity as a hazard to the LMS plan. The *Coruscant Local Mitigation Strategy (LMS) Task Force Steering Committee Meeting Agenda and Minutes*, dated October 25, 2018, demonstrate that the discussion of potential mitigation projects included information about the status of projects funded by a previous disaster declaration, which highlighted the potential impact of the projects on future flood risk.

The plan also notes that it takes into consideration "lessons learned" from the most recent events which for the current plan, included Hurricanes Ivan and Dennis, Deepwater Horizon, the H1N1 pandemic, 2014 flooding, train derailments, and staff deployments for Hurricanes Matthew, Irma, and Michael.

The *Coruscant CEMP*, Annex D, Appendix 2: HIRA, Annex 2: Consequence Analysis, pp. 45-55, provides a matrix that describes the consequences of each hazard in relation to the public, responders; continuity of operations including continued delivery of services; property, facilities and infrastructure; environment; economic condition of the jurisdiction; and public confidence in the jurisdiction's governance. Below are examples of the qualitative analysis of consequences related to heat waves/droughts and active shooter/lone wolf.

For heat waves and droughts, outdoor workers, elderly persons, small children, invalid, homeless, those on certain medications or drugs, and persons with weight and alcohol programs are more susceptible. Additionally, impoverished individuals are more vulnerable as they may reduce or eliminate the use of air conditioning systems due to rising cooling costs. Structures may be vulnerable to structural expansion, soil erosion, soil contraction, and fires during heat waves and droughts. Power lines are vulnerable to heat waves as they sag more than normal when heated and can contact nearby trees, taking the line out of service, and shifting load to other lines. Vulnerability also lies in the increased demand and reliability of the transmission. Drought-induced water shortages may result as water sources decline and demands for personal consumption and firefighting increase. Heat waves and droughts could jeopardize Coruscant's million dollar agricultural production and could produce fires. Heat waves and droughts can cause crop failure, wildfires, energy shortages, municipal water shortages, higher energy prices, and fish and wildlife mortality, and, therefore, affects many sectors of the economy – particularly agricultural, energy, and tourism, as well as municipalities, government. Potential economic impact is directly related to the size and scope of the disaster and is unpredictable in advance. Coruscant has been through droughts and heat waves without public complaint. Approximately 25,000 disaster guides are printed and distributed to the public annually. The Coruscant Emergency Management Agency is invited to speak at multiple civic/social functions annually.

For an active shooter/lone wolf, physical injury such as burns, blunt trauma, gunshot wounds, death, or other injuries may occur as a result. Emergency response capability is vulnerable to additional strain, or direct impact, particularly if the incident is due to terrorism, involving subsequent incidents. The tourism industry, hotels/hospitality, schools, and government are particularly vulnerable to disasters involving active shooters. Vulnerability for other entities would depend on the situation. Potential economic impact is directly related to the size and scope of the disaster and is unpredictable in advance. Impacts on the environment depend on the location and the type of incident. Associated hazards could include shootings, broken gas lines, explosions, structural fires, hazardous materials releases, contamination, strained local resources, traffic accidents, mass casualties, civil disturbance, and structural collapse. These associated hazards may impact the economic condition of the jurisdiction. The Coruscant Emergency Management Agency has held multiple trainings and has been asked to participate in school safety committees, gaining

public confidence. Approximately 25,000 disaster guides are printed and distributed to the public annually. The Coruscant Emergency Management Agency is invited to speak at multiple civic/social functions annually.

The additional hazards are analyzed for these consequences in a similar manner.

Referenced Documents

- *Coruscant Comprehensive Emergency Management Plan (CEMP)*, Annex D, Appendix 2: Hazard Identification and Risk Assessment (HIRA), dated July 31, 2019
- *Coruscant Comprehensive Emergency Management Plan (CEMP)*, Basic Plan, dated August 2019
- *Disaster Management and Policy Group Meeting Agenda, Minutes and Sign-in*, dated January 17, 2017
- *Coruscant Local Mitigation Strategy (LMS) Task Force Steering Committee Meeting Agenda and Handouts*, dated April 25, 2019
- *Coruscant Local Mitigation Strategy (LMS) Task Force Steering Committee Meeting Agenda and Minutes*, dated October 25, 2018

Standard 4.6.2

The resource management system procedures further address the following:

- (1) mobilizing resources prior to and during an emergency;
- (2) dispatching resources prior to and during an emergency; and
- (3) demobilizing or recalling resources during or after an emergency.

Assessment Team Findings

Primary Assessor: Chewbacca

Finding: Non-Compliant

Based on the documentation review, the Program is found to be non-compliant with Standard 4.6.2. The Program was found to be non-compliant for the following reasons:

- The Program did not provide procedures to mobilize resources prior to an emergency;
- The Program did not provide procedures to mobilize resources during an emergency;
- The Program did not provide procedures to dispatch resources prior to an emergency;
- The Program did not provide procedures to dispatch resources during an emergency; and
- The Program did not provide procedures to demobilize resources during or after an emergency.

The *Coruscant Resource Management and Logistics Guide*, dated March 2020, p. 13, states that the Coruscant Emergency Management Program mobilization process recognizes that some resources are fixed facilities, such as Emergency Operations Centers (EOC), shelters, and health-related facilities. These facilities assist operations without moving into the incident area in the way that other resources are mobilized. Other resources include systems and programs to manage resource acquisition and distribution, information and communications. The Program has several resources available to assist local jurisdictions, including the EOC, the Joint Information Center (JIC), WebEOC, Resource Manager, Reverse dialing notification system, the Emergency Alert System (EAS), a robust communications capability, and the regional donations management system. Although the Program has identified resources that could be mobilized, the Program has not provided mobilization procedures prior to or during an emergency.

The *Coruscant Resource Management and Logistics Guide*, p. 13, states that resources must be tracked continually from mobilization through demobilization. Resource dispatching, tracking, and reporting will be accomplished using a number of systems including WebEOC Resource Manager, ROSS, and the

National Shelter System (NSS). The Regional 911 dispatchers will continue to operate the Public Safety Answering Point (PSAP) for first responder agencies but will also embed a representative at the REOC for visibility of these resources. When the Incident Management Team (IMT) is activated, the IMT will coordinate with Dispatch using tools such as ROSS for dispatch and access to the Fire Caches of Equipment. Although the Program has briefly described a dispatching process and the systems that are utilized, the Program has not provided dispatching procedures prior to and during an emergency.

The *Coruscant Resource Management and Logistics Guide*, p. 14, states that demobilization is the orderly, safe, and efficient return of a resource to its original location and status. Demobilization is a function of the Demobilization Unit within the Planning Section. Demobilization will be conducted in accordance with the demobilization plan. The demobilization plan will define the provisions for demobilization timing, the return of resources to their original location, and the status and notification of demobilization to resource providers. Demobilization plans will include the documentation of transportation and travel of resources and any costs associated with the resource deployment. Recovering resources includes the final disposition of all response assets. Recovering and demobilizing go hand in hand toward closing out an incident response. Non-expendable resources must be fully accounted for during demobilization and returned to the organization which provided them for restoration to full readiness status. Expendable resources must be fully accounted for by the incident management organization expending the item for full financial/reimbursement accountability. The Logistics Section will ensure that the resources are refurbished to full functionality in preparation for future mobilization. While the Program provides an overarching demobilization process, it has not provided demobilization procedures.

An interview was conducted with Mr. Luke Skywalker, Logistics Manager for the Coruscant Emergency Management Agency, on June 10, 2020. Mr. Skywalker described how the Logistics Section operates before, during, and after emergencies to mobilize, dispatch, and demobilize resources. Mr. Skywalker acknowledged that the Logistics Section has not documented the processes and procedures associated with the mobilization, dispatching, and demobilization of resources before, during, and after an emergency.

Referenced Documents

- *Coruscant Resource Management and Logistics Guide*, dated March 2020

Standard 3.1.1

The Sponsoring Agency (SA) and/or Authority Having Jurisdiction (AHJ) shall have documented management processes delivered through enabling authorities that establish and provide for the readiness and response of the US&R Resource. The US&R Resource shall define or describe who/what gives the US&R Resource its authority.

Assessment Team Findings

Primary Assessor: Ardo

Finding: Compliant

Based on the documentation review, the US&R Resource has met the criteria established in Standard 3.1.1. *Coruscant Statute 532 (2)(a)(2)*, dated 1975, states that Coruscant Task Force (TF) 1 shall ensure the availability of an effective planetary urban search and rescue (US&R) program coordinated with fire services.

The *Coruscant Statutes, Title IX, 129.08 (d)*, dated 1975, allows local jurisdictions to provide fire protection. The *Galactic City Code of Ordinances, Chapter 16, Part 3, Section 25.132*, dated 1995,

establishes the executive department known to be the Fire Department, which shall be responsible, under the supervision of the Mayor, for the management, operation and control of fire and rescue services in Galactic City.

The *Coruscant Emergency Operations Plan (EOP)*, dated May 4, 2020, p. 10, states that Galactic City's US&R Task Force is designated as Coruscant TF-1. The Galactic City Fire Department serves as the Sponsoring Agency for Coruscant TF-1.

The *Coruscant Task Force (TF) 1, Deployment Agreement, CoCo Town Fire Department*, dated June 22, 2017, the *Coruscant Task Force (TF) 1, Deployment Agreement, The Works Fire Department*, dated June 22, 2017, the *Coruscant Task Force (TF) 1, Deployment Agreement, Coruscant Underworld Fire Department*, dated June 22, 2017, and the *Federal District Fire Department Directive 2016-0002*, dated June 2, 2016, show that Memorandums of Understanding (MOU) are in place with regional jurisdictions to provide qualified members for Coruscant TF-1's roster in the event of a deployment activation. During a telephone interview with Lieutenant Anikin Skywalker on July 28, 2017, Lieutenant Skywalker stated that Coruscant TF-1 is able to fully deploy without members of the surrounding regions in the event that the partners are unable to supply personnel due to staffing constraints.

Referenced Documents

- *Coruscant Statute 532 (2)(a)(2)*, dated 1975
- *Coruscant Statutes, Title IX, 129.08 (d)*, dated 1975
- *Galactic City Code of Ordinances, Chapter 16, Part 3, Section 25.132*, dated 1995
- *Coruscant Emergency Operations Plan (EOP)*, dated May 4, 2020
- *Coruscant Task Force 1, Deployment Agreement, CoCo Town Fire Department*, dated June 22, 2017
- *Coruscant Task Force 1, Deployment Agreement, The Works Fire Department*, dated June 22, 2017
- *Coruscant Task Force 1, Deployment Agreement, Coruscant Underworld Fire Department*, dated June 22, 2017
- *Federal District Fire Department Directive 2016-0002*, dated June 2, 2016