Local Position Guide
For Missouri Counties

County: Standard Positions

The following is a standard list of positions available to each county in Missouri. Large cities may have some or all of these positions in addition to the traditional city position list. The rights and examples of people who may have access to that position are listed below.

The permissions associated with each position should not be used to replace any local process already in place. A standard set of universal permissions was created to allow the most flexibility to meet the current processes and policies within each individual jurisdiction. Users are encouraged to use WebEOC as a tool and not as a replacement for current processes, relationships and policies.

County positions naming convention is as follows:

Region, County, Section, Function.
Example: F Cole County MGT EM Director

Position	Description of Board Rights	Examples
MGT EM Director	1. Controller Position 2. Can update Sign In/ Sign Out Log of those in his/her county 3. Can edit/view the Battle Rhythm Board 4. Can edit/view all County Comments put in for After Action Review from his/her own county 5. Can create a new Incident 6. Can create a resource request and push to MACC, State, or Regional (Area) Coordinator 7. Can create an entry in Activity Log and edit/ update self 8. Can edit PODS 9. Can edit Volunteers 10. Can edit Recovery Centers 11. Can edit Shelters 12. Can edit Road Closures 13. Can edit Damage Assessment 14. Can edit Jurisdiction Status 15. Can view published Public Information documents 16. Can view Weather Dashboard 17. Can create/ edit entries created by self in Contacts Directory, view shared contacts and can edit any entries created in jurisdiction	• EMA Director • 2nd Shift EMA Director • Any delegate who the EMD selects to act on his/her behalf with the same level of permissions and access

OPS EM Staff	1. Can create sign in/ sign out themselves 2. Can create comments for After Actions 3. Can view published Public Information documents 4. Can create an entry in Activity Log and edit/ update self 5. Can create a resource request and push within county 6. Can edit PODS 7. Can edit Volunteers 8. Can edit Recovery Centers 9. Can edit Shelters 10. Can edit Road Closures 11. Can edit Damage Assessment 12. Can edit Jurisdiction Status 13. Can view Weather Dashboard 14. Can view Battle Rhythm 15. Can create/edit entries created by self in Contacts Directory	• EOC OPS Staff • Deputy EMDs without permission to act on behalf of the EMD
MGT Elected Official	1. Can create sign in/ sign out themselves 2. Can create comments for After Actions 3. Can view published Public Information documents 4. Can create an entry in Activity Log and edit/update self 5. Can create a resource request and push within county 6. Can view PODS 7. Can view Volunteers 8. Can view Recovery Centers 9. Can view Shelter 10. Can view Road Closures 11. Can view Damage Assessment 12. Can view Jurisdiction Status 13. Can view Weather Dashboard 14. Can view Battle Rhythm 15. Can create/edit entries created by self in Contacts Directory	• Elected Officials

MGT Public Information Officer	1. Can create sign in/ sign out themselves 2. Can create comments for After Actions 3. Can edit Public Information documents 4. Can create an entry in Activity Log and edit/update self 5. Can create a resource request and push within county 6. Can view PODS 7. Can view Volunteers 8. Can view Recovery Centers 9. Can view Shelter 10. Can view Road Closures 11. Can view Damage Assessment 12. Can view Jurisdiction Status 13. Can view Weather Dashboard 14. Can view Battle Rhythm 15. Can create/ edit entries created by self in Contacts Directory	• PIO • Media • Displays in EOCs
MGT Schools	1. Can sign in/sign out themselves 2. Can create comments for After Actions 3. Can view published Public Information Documents 4. Can create an entry in Activity Log and edit/update self 5. Can create a resource request and push within county 6. Can view PODS 7. Can view Volunteers 8. Can view Recovery Centers 9. Can view Shelter 10. Can view Road Closures 11. Can view Damage Assessment 12. Can view Jurisdiction Status 13. Can view Weather Dashboard 14. Can view Battle Rhythm 15. Can create/edit entries created by self in Contacts Directory	• School Districts • Higher Education • Pupil Transit

OPS Emergency Communications	1. Can sign in/ sign out themselves 2. Can create comments for After Actions 3. Can view published Public Information Documents 4. Can create an entry in Activity Log and edit/update self 5. Can create a resource request and push within county 6. Can view PODS 7. Can view Volunteers 8. Can view Recovery Centers 9. Can view Shelter 10. Can edit Road Closures 11. Can edit Damage Assessment 12. Can edit Jurisdiction Status 13. Can view Weather Dashboard 14. Can view Battle Rhythm 15. Can create/edit entries created by self in Contacts Directory	• 911 Center Personnel • Dispatchers • Communication Staff
OPS Fire/EMS	1. Can sign in/ sign out themselves 2. Can create comments for After Actions 3. Can view published Public Information Documents 4. Can create an entry in Activity Log and edit/ update self 5. Can create a resource request and push it within county 6. Can view PODS 7. Can view Volunteers 8. Can view Recovery Centers 9. Can view Shelter 10. Can edit Road Closures 11. Can edit Damage Assessment 12. Can edit Jurisdiction Status 13. Can view Weather Dashboard 14. Can view Battle Rhythm 15. Can create/ edit entries created by self in Contacts Directory	• Fire/ EMS Personnel

OPS Ham Radio Operator	1. Can sign in/ sign out themselves 2. Can create comments for After Actions 3. Can view published Public Information Documents 4. Can create an entry in Activity Log and edit/ update self 5. Can create a resource request and push within county 6. Can view PODS 7. Can view Volunteers 8. Can view Recovery Centers 9. Can view Shelter 10. Can view Road Closures 11. Can view Damage Assessment 12. Can view Jurisdiction Status 13. Can view Weather Dashboard 14. Can view Battle Rhythm 15. Can create/edit entries created by self in Contacts Directory	• Ham Radio Operator
OPS Health	1. Can sign in/ sign out themselves 2. Can create comments for After Actions 3. Can view published Public Information Documents 4. Can create an entry in Activity Log and edit/update self 5. Can create a resource request and push it within county 6. Can edit PODS 7. Can edit Volunteers 8. Can edit Recovery Centers 9. Can edit Shelters 10. Can edit Road Closures 11. Can edit Damage Assessment 12. Can edit Jurisdiction Status 13. Can view Weather Dashboard 14. Can view Battle Rhythm 15. Can create/edit entries created by self in Contacts Directory	• Local Public Health Departments • Hospitals

OPS Law Enforcement	1. Can sign in/ sign out themselves 2. Can create comments for After Actions 3. Can view published Public Information Documents 4. Can create an entry in Activity Log and edit/ update self 5. Can create a resource request and push within county 6. Can view PODS 7. Can view Volunteers 8. Can view Recovery Centers 9. Can view Shelter 10. Can edit Road Closures 11. Can edit Damage Assessment 12. Can edit Jurisdiction Status 13. Can view Weather Dashboard 14. Can view Battle Rhythm 15. Can create/edit entries created by self in Contacts Directory	• Local Police • Sheriff
OPS Public Works/ Transportation	1. Can sign in/ sign out themselves 2. Can create comments for After Actions 3. Can view published Public Information Documents 4. Can create an entry in Activity Log and edit/update self 5. Can create a resource request and push it within county 6. Can view PODS 7. Can view Volunteers 8. Can view Recovery Centers 9. Can view Shelter 10. Can edit Road Closures 11. Can edit Damage Assessment 12. Can edit Jurisdiction Status 13. Can view Weather Dashboard 14. Can view Battle Rhythm 15. Can create/edit entries created by self in Contacts Directory	• Public Works • Road and Bridge • MoDOT Representatives • Public Transit

OPS Volunteer - NGO	1. Can sign in/ sign out themselves 2. Can create comments for After Actions 3. Can view published Public Information Documents 4. Can create an entry in Activity Log and edit/update self 5. Can create a resource request and push it within county 6. Can view Road Closures 7. Can view Damage Assessment 8. Can view Jurisdiction Status 9. Can edit PODS 10. Can edit Volunteers 11. Can edit Recovery Centers 12. Can edit Shelters 13. Can view Weather Dashboard 14. Can view Battle Rhythm 15. Can create/ edit entries created by self in Contacts Directory	• American Red Cross regional/ shelter staff • CERT (Community Emergency Response Team) members • Any other non-governmental entity
PLN Staff	1. Can sign in/ sign out themselves 2. Can create comments for After Actions 3. Can view published Public Information Documents 4. Can create an entry in Activity Log and edit/update self 5. Can create a resource request and push within County 6. Can edit PODS 7. Can edit Volunteers 8. Can edit Recovery Centers 9. Can edit Shelters 10. Can edit Road Closures 11. Can edit Damage Assessment 12. Can edit Jurisdiction Status 13. Can view Weather Dashboard 14. Can view Battle Rhythm 15. Can create/edit entries created by self in Contacts Directory	• Planning Staff • Situation Unit

COAD Staff	1. Can sign in/ sign out themselves 2. Can create comments for After Actions 3. Can view published Public Information Documents 4. Can create an entry in Activity Log and edit/ update self 5. Can create a resource request and push within county 6. Can view Sign In/ Sign Out Log; can edit self 7. Can view published Public Information documents 8. Can edit PODS 9. Can edit Volunteers 10. Can edit Recovery Centers 11. Can edit Shelters 12. Can view Road Closures 13. Can view Damage Assessment 14. Can view Jurisdiction Status 15. Can view Weather Dashboard 16. Can view Battle Rhythm 17. Can create/edit entries created by self in Contacts Directory	• Members of the COAD (Community Organizations active in disaster) • Those involved with long term recovery
FIN Staff	1. Can sign in/ sign out themselves 2. Can create comments for After Actions 3. Can view published Public Information Documents 4. Can create an entry in Activity Log and edit/update self 5. Can create a resource request and push within county 6. Can view PODS 7. Can view Volunteers 8. Can view Recovery Centers 9. Can view Shelter 10. Can view Road Closures 11. Can view Damage Assessment 12. Can view Jurisdiction Status 13. Can view Weather Dashboard 14. Can view Battle Rhythm 15. Can create/edit entries created by self in Contacts Directory	• Finance staff • Payroll

| IST | 1. Can sign in/ sign out themselves
2. Can create comments for After Actions
3. Can view published Public Information Documents
4. Can create an entry in Activity Log and edit/update self
5. Can create a resource request and push within county
6. Can view PODS
7. Can view Volunteers
8. Can view Recovery Centers
9. Can view Shelter
10. Can view Road Closures
11. Can view Damage Assessment
12. Can view Jurisdiction Status
13. Can view Weather Dashboard
14. Can view Battle Rhythm
15. Can create/edit entries created by self in Contacts Directory | • Incident Support Team members |
| LOG Staff | 1. Can sign in/ sign out themselves
2. Can create comments for After Actions
3. Can view published Public Information Documents
4. Can create an entry in Activity Log and edit/update self
5. Can create a resource request and push within county
6. Can edit PODS
7. Can edit Volunteers
8. Can edit Recovery Centers
9. Can edit Shelters
10. Can edit Road Closures
11. Can edit Damage Assessment
12. Can edit Jurisdiction Status
13. Can view Weather Dashboard
14. Can view Battle Rhythm
15. Can create/ edit entries created by self in Contacts Directory | • Logistics |