Regional Position Guide
Regional: Standard Positions

The following is a standard list of positions available to each MACC (Multi Agency Coordination Center) in Missouri. The permissions and examples of people who may have access to that position are listed below. These positions can be used regardless of the existence of a MACC. They represent a regional entity and view. MACC positions are assigned to all EMDs.

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:

MACC, Region, Section, Function.
Example: MACC A OPS EM Director

<table>
<thead>
<tr>
<th>Position</th>
<th>Description of Board Rights</th>
<th>Examples</th>
</tr>
</thead>
<tbody>
<tr>
<td>MACC COAD Staff</td>
<td>1. Can sign in/ sign out themselves</td>
<td>• Members of the COAD (Community Organizations active in disaster)</td>
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<tr>
<td></td>
<td>2. Can create comments for After Actions</td>
<td>• Those involved with long term recovery</td>
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<td></td>
<td>3. Can view published Public Information Documents</td>
<td>• Non profits or community support agencies which support multiple counties</td>
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<td>4. Can create an entry in Activity Log and edit/ update self</td>
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<td>5. Can create a resource request and push within region</td>
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<td>6. Can view Sign In/ Sign Out Log; can edit self</td>
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<td>7. Can view published Public Information documents</td>
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<td>8. Can edit PODS</td>
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<td>9. Can edit Volunteers</td>
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<td>10. Can edit Recovery Centers</td>
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<td>11. Can edit Shelters</td>
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<td>12. Can view Road Closures</td>
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<td>13. Can view Damage Assessment</td>
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<td>14. Can view Jurisdiction Status</td>
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<td>15. Can view Weather Dashboard</td>
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<td></td>
<td>16. Can view MACC Battle Rhythm</td>
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<tr>
<td></td>
<td>17. Can create/edit entries created by self in Contacts Directory</td>
<td></td>
</tr>
</tbody>
</table>
### WebEOC: Local Position Guide (August 2014)

| MACC 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 region  
|                | 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 MACC Battle Rhythm  
|                | 15. Can create/ edit entries created by self in Contacts Directory |

| MACC 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 region and to SEOC  
|                | 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 MACC Battle Rhythm  
|                | 15. Can create/ edit entries created by self in Contacts Directory |

- Finance staff  
- Payroll  
- Logistics  
- Controllers  
- Those needing to reroute resource requests within a region or submit them to the SEOC
| MACC 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 Region 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 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  
• Controllers needing to route request anywhere in region or to the SEOC |
| MACC MGT Public Information Officer | 1. Can create sign in/sign out themselves  
2. Can create comments for After Actions  
3. 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 |
### MACC 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 region
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 MACC Battle Rhythm
15. Can create/edit entries created by self in Contacts Directory

- School Districts
- Higher Education
- Pupil Transit

### MACC DNR Staff

1. Can sign in/ sign out themselves
2. Can create comments for After Section
3. Can create/edit entries created by self in contacts directory
4. Can edit Damage Assessment
5. Can edit jurisdiction status
6. Can view PODS
7. Can view PIO documents
8. Can view recovery centers
9. Can create a resource request and push to region or state
10. Can edit Road Closures
11. Can view shelters
12. Can view Weather Dashboard
13. Can view MACC Battle Rhythm

- DNR Employees supporting counties within the region
<table>
<thead>
<tr>
<th>MACC OPS EM Staff</th>
<th>EOC OPS Staff</th>
<th>Deputy EMDs without permission to act on behalf of the EMD</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Can create sign in/ sign out themselves</td>
<td>1. Can sign in/ sign out themselves</td>
<td>1. 911 Center Personnel</td>
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<tr>
<td>2. Can create comments for After Actions</td>
<td>2. Can create comments for After Actions</td>
<td>2. Dispatchers</td>
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<tr>
<td>5. Can create a resource request and push within region</td>
<td>5. Can create a resource request and push within region</td>
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<tr>
<td>7. Can edit Volunteers</td>
<td>7. Can edit Volunteers</td>
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<tr>
<td>10. Can edit Road Closures</td>
<td>10. Can edit Road Closures</td>
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<tr>
<td>11. Can edit Damage Assessment</td>
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<td>15. Can create/edit entries created by self in Contacts Directory</td>
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</tbody>
</table>
| **MACC 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 region  
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 MACC Battle Rhythm  
15. Can create/edit entries created by self in Contacts Directory | • Fire/ EMS Personnel |
| **MACC 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 it within region  
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 MACC Battle Rhythm  
15. Can create/edit entries created by self in Contacts Directory | • Ham Radio Operator |
| MACC 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 region  
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 MACC Battle Rhythm  
15. Can create/edit entries created by self in Contacts Directory | • Local Public Health Departments  
• Hospitals |
| MACC 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 it within region  
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 MACC Battle Rhythm  
15. Can create/edit entries created by self in Contacts Directory | • Sheriff  
• Local Police  
• MSHP |
## Regional- Local Position Guide

<table>
<thead>
<tr>
<th>MACC OPS Mutual Aid Coordinator</th>
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<tbody>
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<td>1. Can sign in/ sign out themselves</td>
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<td>2. Can create comments for After Actions</td>
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<td>3. Can view published Public Information Documents</td>
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<tr>
<td>4. Can edit Damage Assessments</td>
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<td>5. Can edit Jurisdiction Status</td>
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<td>6. Can view PODS</td>
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<td>7. Can view public information documents</td>
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<td>8. Can view Recovery Centers</td>
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<td>13. Can view MACC Battle Rhythm</td>
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<td>14. Can create/edit entries created by self in Contacts Directory</td>
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<tr>
<td>MACC OPS Public Works/ Transportation</td>
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<tr>
<td>1. Can sign in/ sign out themselves</td>
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<td>2. Can create comments for After Actions</td>
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<td>3. Can view published Public Information Documents</td>
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<td>15. Can create/edit entries created by self in Contacts Directory</td>
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- Regional Coordinator
- Fire Mutual Aid Coordinator
- Public Works
- Road and Bridge
- MoDOT Representatives
- Public Transit
<table>
<thead>
<tr>
<th>Role</th>
<th>Permissions</th>
<th>Other Entities</th>
</tr>
</thead>
</table>
| MACC 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 region  
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 MACC 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 |
| MACC 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 it within region  
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 MACC Battle Rhythm  
15. Can create/edit entries created by self in Contacts Directory | • Planning Staff  
• Situation Unit |