

Emergency Response Plan

A fully developed Emergency Response Plan (ERP) is a critical requirement for any government agency, public institution, or school district operating under Incident Command System (ICS) protocols. This essential document outlines exactly how your organization will respond during emergencies—covering command center activation, departmental responsibilities, resource coordination, and continuity of operations.

KSL will work closely with your leadership and stakeholders to assess current procedures, identify gaps, and restructure your ERP into a clear, easy-to-navigate plan. The process includes meetings with key personnel, coordination of response resources, and final preparation of board-ready approval materials. Training is provided to ensure your team understands and can confidently activate the plan when needed.

With expert-led guidance, proven methodology, and ICS-aligned structure, your new ERP will become a practical, actionable tool—ready when it matters most. KSL, Inc. shall be responsible for working with the client to schedule the risk assessment site visit to the requested location within 10 days of receiving this signed agreement. KSL, Inc. shall provide a written report and presentation to the client within 15 working days from the initial site visit and risk assessment or scheduled at the convenience of the client.

Included

- Each school site will also receive a short parent video and a follow-up digital resource to help reinforce the message long after the event.

Pricing

- **\$14,995**
per agency or district
*May require a custom proposal.

Plan Includes

- **Risk Assessment & Operational Data Collection:** KSL will conduct an on-site visit within 10 business days of agreement to review existing emergency plans, identify vulnerabilities, and gather detailed operational information tailored to your facility's structure and day-to-day functions.
- **Customized Plan Development & Timely Draft Delivery:** Using field observations, organizational data, and staff input, we will craft a site-specific Emergency Response Plan. A professional draft will be delivered within 15 working days of the site visit, ensuring timely alignment with internal timelines or compliance requirements.
- **Stakeholder Collaboration & Leadership Engagement:** Our team will facilitate structured discussions with key stakeholders—including department leads and administrators—to align emergency procedures with real-world workflows and assign clear responsibilities across the organization.
- **Board-Ready Finalization & Presentation Support:** The finalized Emergency Response Plan will be professionally formatted and include all required documentation to support a successful review and adoption by your governing board. We also provide guidance for presenting the plan in formal meetings.
- **Implementation Training for Key Personnel (Up to 8 Hours):** KSL will provide interactive, role-specific training for essential staff to ensure a confident and coordinated implementation of the Emergency Response Plan, reinforcing ICS protocols and response readiness.
- **Interagency Coordination & MOU Integration:** We will review and incorporate existing Memorandums of Understanding (MOUs) and available emergency resources from local, state, and federal agencies. These elements will be updated and integrated into your plan to ensure full compliance and seamless collaboration in a crisis.



ICS-COMPLIANT
STRUCTURE



BOARD-READY
DOCUMENTATION



CUSTOM STAFF
TRAINING

06/2025



(209) 710-0271

www.knowledgesaveslives.com

