



**STATE OF CONNECTICUT
DEPARTMENT OF
EMERGENCY MANAGEMENT AND HOMELAND SECURITY**



**ADVISORY BULLETIN 2009-1
REVISED JULY 21, 2009**

RE: CERT Activation Policy

This Advisory Bulletin is intended to be read in conjunction with the revised CERT Standard Operating Procedure, revised July 21, 2009.

Thanks to the work of many local and state partners, the CERT program in Connecticut has become an active and important part of volunteer assistance in emergency situations.

Connecticut General Statutes §28-1(5) outlines the ways in which civil preparedness forces generally may be activated. **In order for volunteer civil preparedness force members to receive benefits under Conn. Gen. Stat. §28-14, the local Emergency Management Director must receive prior approval from the Commissioner of DEMHS to authorize their activation. See Conn. Gen. Stat. §28-7(h).** In order to provide a standardized process for CERT teams to be activated by DEMHS for purposes of Connecticut General Statutes Title 28 protection to assist in an emergency, a major planned event, or to engage in training under the auspices of DEMHS, a Standard Operating Procedure and Forms were created. This procedure should be used in the following situations, when DEMHS approval is appropriate:

- Emergency Situations where the incident is beyond the capability of other municipal resources;
- **Major planned events where the event is beyond the capability of other municipal resources; and**
- Training occurring under the auspices of DEMHS.

Activities which do not constitute training, a major planned event, or do not involve an emergency situation where the incident is beyond the capability of municipal resources or there are no other means of activating the team, should not be submitted to DEMHS for Title 28 coverage.

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AN AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER**

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The following are examples of appropriate activation requests that could be submitted to DEMHS.

- Driving homeless persons to state Armory for shelter during severe cold spell;
- Assisting in commodity distributions during a disaster;
- Assisting in managing an emergency shelter operation;
- Assisting public safety personnel at an emergency site or during a disaster.
- **Assisting with a major planned event.**

The following are examples of events that should **not** be submitted to DEMHS for activation for Title 28 purposes:

- Marching in a parade;
- Attending a municipal event and handing out recruitment materials;
- Running temporary lighting at every home game for a local baseball team;
- Conducting an orientation of the town by driving one's own car;
- Traffic or crowd control at every municipal event;
- Attendance at CERT annual conference or state Citizen Corps Conference

The following are examples of training activities that could be submitted to DEMHS:

- Classroom training that involves some element of physical activity or risk such as CPR training, fire extinguisher use;
- The initial CERT training course;
- Traffic or crowd control training at a small scale municipal event in order to practice and/or maintain skills and techniques;
- Search and rescue training at a nearby forest (should be appropriate to the particular CERT group).

The following are examples of activities that should **not** be submitted to DEMHS as training for Title 28 purposes:

- CERT Team meetings that do not involve any physical activity, such as regular monthly meetings, lecture or oath-taking meetings, executive board meetings;
- Traffic or crowd control at every municipal event;
- Attendance at CERT annual conference or state Citizen Corps Conference.

Although DEMHS will not process paperwork on certain activities, please consult the municipality for other liability coverage that may be available to the Team.

Finally, it is imperative that, when an emergency activation is approved by email after an oral or email request, all paperwork be submitted to DEMHS within 48 hours of the activation. **No training activation will be approved by DEMHS when the paperwork is submitted after the date of the training.**

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If a request for activation is submitted to DEMHS, but the activity is determined not to be subject to DEMHS approval, the documentation will be maintained by DEMHS as notification of the event.

Individuals who self-dispatch to a scene or activation without the approval of their local EMD will not receive Title 28 protection through DEMHS.

Statutory authority:

- Connecticut General Statutes §28-1(5).
- **Connecticut General Statutes §28-7(h).**

Other attachments:

- CERT Standard Operating Procedure and Forms
- July 20, 2006 Office of the Attorney General Legal Opinion

Issued by Order of the Commissioner of the Department of Emergency Management and Homeland Security:

James M. Thomas, Commissioner

Date