## EOC Equipment and Supply Considerations

1. Auxiliary Power.

* Generators.
* Uninterrupted power systems.
* Surge protection

2. Mechanical.

* Lighting.
* Backup systems, equipment.
* Flashlights, batteries, bulbs.

3. Communications.

* Phones.
* Cell phones.
* Radios (inter-personnel and inter-agency).
* Commercial radios.
* TV cable and satellite connections.

4. Displays.

* Maps.
* Charts/displays.
* White boards, chalk boards, or electronic boards
* Bulletin boards.
* Easels with flipcharts/pads.
* Monitors, projectors, etc.

5. Furniture.

* Tables/chairs.
* Desks.
* Clocks.

6. Office Equipment (Electric).

* Computers.
* Photocopiers.
* Extension cords.
* Surge protectors.

7. Record Keeping.

* Recording system and equipment.
* Cameras.
* Message forms.
* Logs.
* Time tracking software.

8. Documents.

* Plans:
  + - * + Extra copies of key operations plans.
* SOPs.
* Resource staffing lists.
* Library of reference materials:
  + - * + Phone Books.
        + Resource Lists.

9. Supplies.

* Pencils, pens.
* Printer Paper.
* Printer toner.
* Writing pads.
* Paper clips.
* Tape.
* Push pins.
* Staplers/staples.
* Scissors.
* Name tags.
* Folders.
* Boxes.
* Clipboards.
* Binders.
  + - * + In a COVID-19 environment, this may include signs and posters reminding staff to adhere to social distancing.

10. First Aid Facility, Supplies.

* Food service.
* Kitchen, dining space.
* Can openers.
* Coffee.

11. Sanitary, Hygiene Facilities.

* Toilets, supplies.
* Showers.
* Sanitation kits: chemical disinfectants, commode seats, etc.
  + - * + Additional COVID-19-related items may include:
* Thermometers.
* Hand sanitizer.
* Testing kits.
* Gloves, face masks/shields, and other necessary PPE.
* Additional cleaning supplies/disinfectant to sanitize all communal equipment and spaces.

12. Garbage, Trash Supplies.

* Brooms.
* Sponges.
* Mops.
* Buckets, Pails.
* Other cleaning supplies.
* Trash cans.
* Shovels.