

**Mutual Aid Agreement Between
Capital Area Chapter of the American Red Cross, Tallahassee, Florida
And
Thomas County Chapter of the American Red Cross, Thomasville, Georgia**

This agreement provides a framework for disaster mutual aid between the American Red Cross chapters in Tallahassee, Florida, and Thomasville, Georgia.

PURPOSE

- To support prompt disaster relief to victims of disasters;
- To encourage uniform standards for disaster relief and the sharing of resources;
- To promote and expand disaster preparedness and capacity building through planning, training and exercises; and,
- To coordinate resources and promote good stewardship from unit to unit.

DEFINITION

Mutual aid is the sharing of resources and expertise during times of disaster or in preparedness before a disaster occurs.

ASSUMPTIONS

- The two units have an approved disaster plan.
- Each unit has resources it is willing to share under the terms of this agreement.
- The two units have the authority and ability to share resources with each other.
- The national organization supports the mobilization and commitment of American Red Cross assets among the signatory units in the provision of mutual aid to each other.
- Mutual aid implies no change in unit autonomy or responsibility to deal with disasters within its own jurisdiction.
- Affected units will notify their respective State Lead Unit Disaster Services of any Level II operation in accordance with established procedures.

AUTHORITIES

- Approval of this agreement is required by the participating service delivery units who retain responsibility for its execution.
- The Service Delivery Unit Managers, or their designees, will implement this agreement on behalf of their respective units.

PROTOCOLS

- The two units agree to activate this agreement and provide mutual aid when requested by the other unit.

When mutual aid is requested, it will be for specific items such as personnel, vehicles, supplies, or equipment. This includes resources to promote and expand disaster preparedness, planning, exercises and training.

Expenses incurred by a unit supplying mutual aid will be the responsibility of the requesting unit. The requesting unit will be responsible for the replacement or reimbursement for expendable supplies used. Any non-expendable assets will be returned in the same or better condition than when they were received. All supplying units will submit an expense voucher for all appropriate expenses, including receipts, explaining the expenditure of items requested for reimbursement. The expense voucher will be forwarded for payment to the requesting unit.

During the period of this agreement the respective units will keep each other informed of the request and extent of aid being provided. The supplying Service Delivery Unit will notify their respective State Lead Unit Disaster Services of resources provided to the requesting unit.

The two units may expand this agreement through the addition of annexes/appendices to address specific issues of common interest.

Nothing in this agreement shall preclude either unit from entering into supplementary agreements with units in another state, or service delivery unit, or affect other agreements already in force.

The two units agree to exchange their respective disaster response plans of which this agreement will become a part.

This agreement will be reviewed at least annually or upon the request of either unit.

A thirty-day notice will be given by either signatory party prior to termination of this agreement.

Capital Area Chapter _____ Date _____

Thomas County Chapter _____ Date _____

