EOC Logistics Training

Monthly WebEOC Tips

Instructor: Kristin Ramos

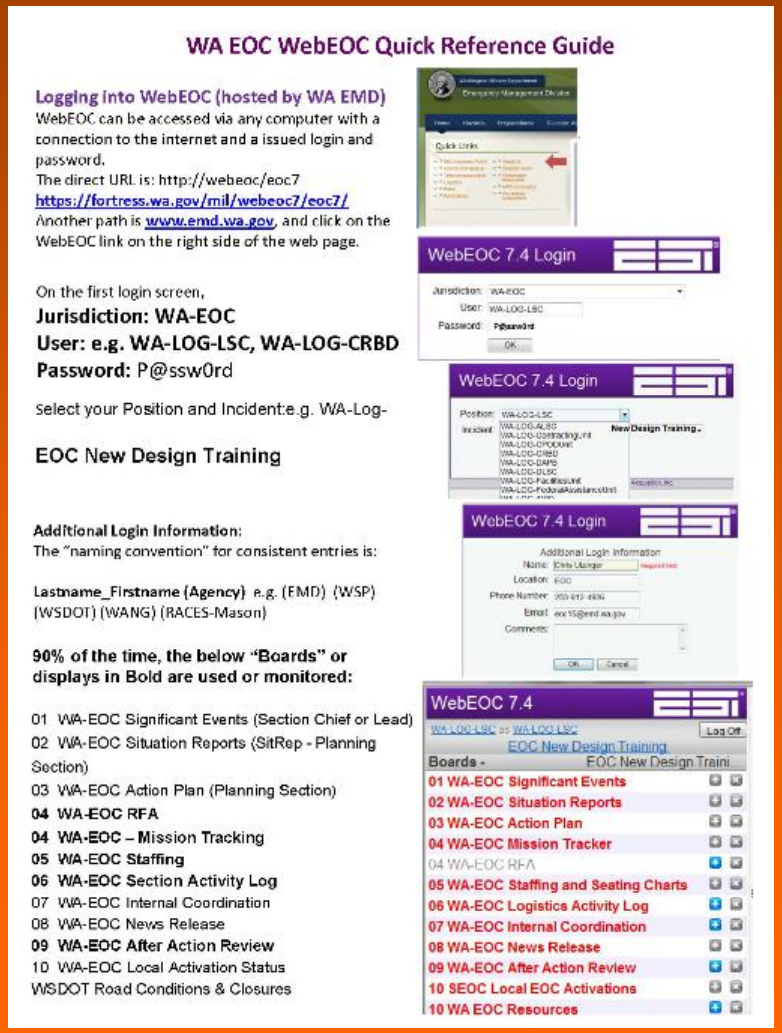
(for Debbie Bostwick)

Objectives

- Demonstrate WebEOC Login Procedures
- Practice Staffing Board Sign-In and Sign-Out Procedures

EOC Startup Procedures for Logistics Section

- Refer to the WebEOC Logistics Quick Reference Guide
- Login on workstation computer
  - Computer Name
  - P@ssw0rd
- Log in on WebEOC



WA EOC WebEOC Quick Reference Guide

Logging into WebEOC (hosted by WA EMD)
WebEOC can be accessed via any computer with a connection to the internet and a issued login and password.
The direct URL is: http://webeoc/eoc7
https://fortress.wa.gov/mil/webeoc7/eoc7/
Another path is www.emd.wa.gov, and click on the WebEOC link on the right side of the web page.

On the first login screen,
Jurisdiction: WA-EOC
User: e.g. WA-LOG-LSC, WA-LOG-CRBD
Password: P@ssw0rd

Select your Position and Incident:e.g. WA-Log-

EOC New Design Training

Additional Login Information:
The "naming convention" for consistent entries is:

Lastname_Firstname (Agency) e.g. (EMD) (WSP) (WSDOT) (WANG) (RACES-Mason)

90% of the time, the below "Boards" or displays in Bold are used or monitored:

01 WA-EOC Significant Events (Section Chief or Lead)
02 WA-EOC Situation Reports (SitRep - Planning Section)
03 WA-EOC Action Plan (Planning Section)
04 WA-EOC RFA
04 WA-EOC – Mission Tracking
05 WA-EOC Staffing
06 WA-EOC Section Activity Log
07 WA-EOC Internal Coordination
08 WA-EOC News Release
09 WA-EOC After Action Review
10 WA-EOC Local Activation Status
WSDOT Road Conditions & Closures

WebEOC 7.4 Login

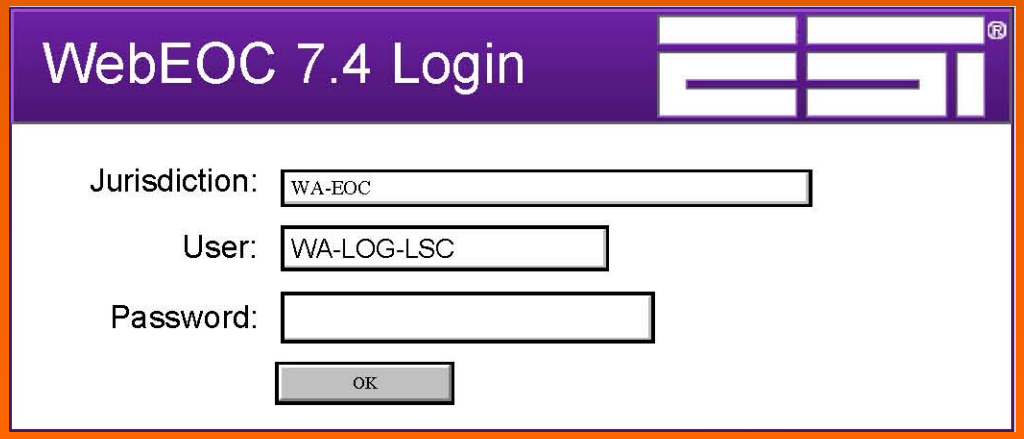
WebEOC 7.4 Login

WebEOC 7.4 Login

WebEOC 7.4
EOC New Design Training
Boards - EOC New Design Traini
01 WA-EOC Significant Events
02 WA-EOC Situation Reports
03 WA-EOC Action Plan
04 WA-EOC Mission Tracker
04 WA-EOC RFA
05 WA-EOC Staffing and Seating Charts
06 WA-EOC Logistics Activity Log
07 WA-EOC Internal Coordination
08 WA-EOC News Release
09 WA-EOC After Action Review
10 SEOC Local EOC Activations
10 WA EOC Resources

WebEOC Login Window Displays

- Select **WA EOC**
- Enter username: Enter Position Name
  - Ex: **WA-LOG-LSC**
- Enter Password: **P@ssw0rd**
- **Note**: *Password* is case sensitive
- Click **OK**

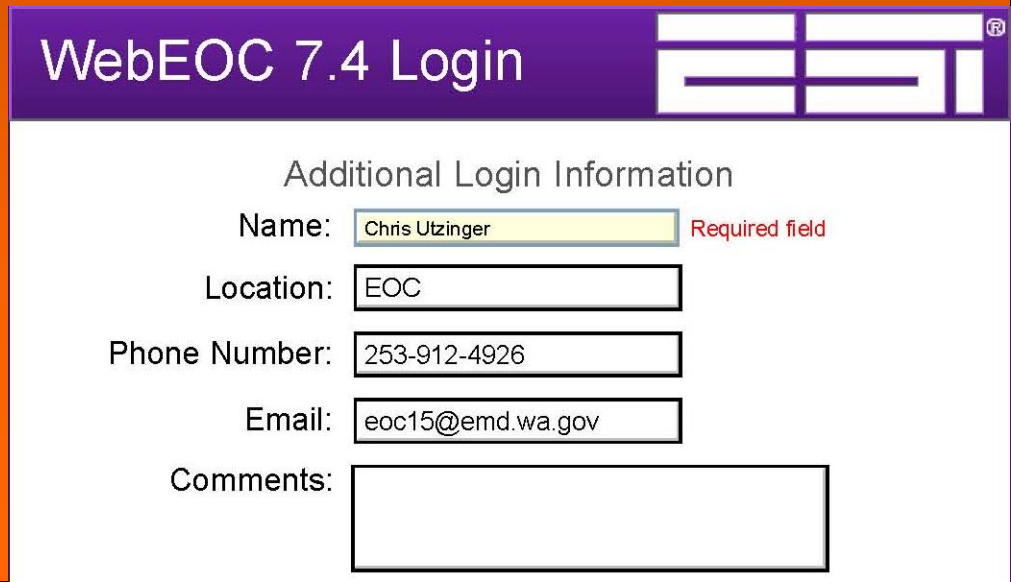


Select Position and Incident

- Use position drop down menu to select position
- Current incident will populate
  - Use drop down menu for desired incident (EOC New Design Training)
- Click OK

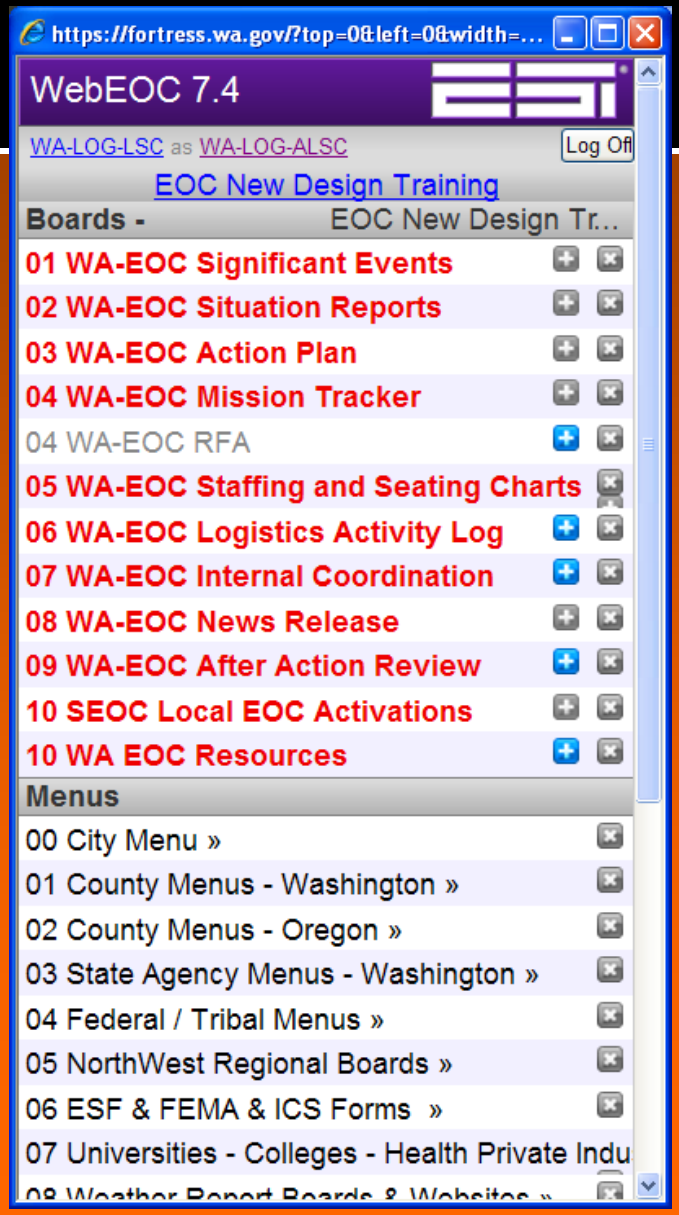
Additional Login Information

- Enter the following information:
- **Name:** (This is a required field.) distinct from your WebEOC username, the format is: Last Name_First Name (Agency)
- **Location:** Your current workstation location
- **Phone Number:** primary workstation phone number
- **e-mail:** your workstation e-mail address
- **Comments:** used for additional information
- Click **OK**



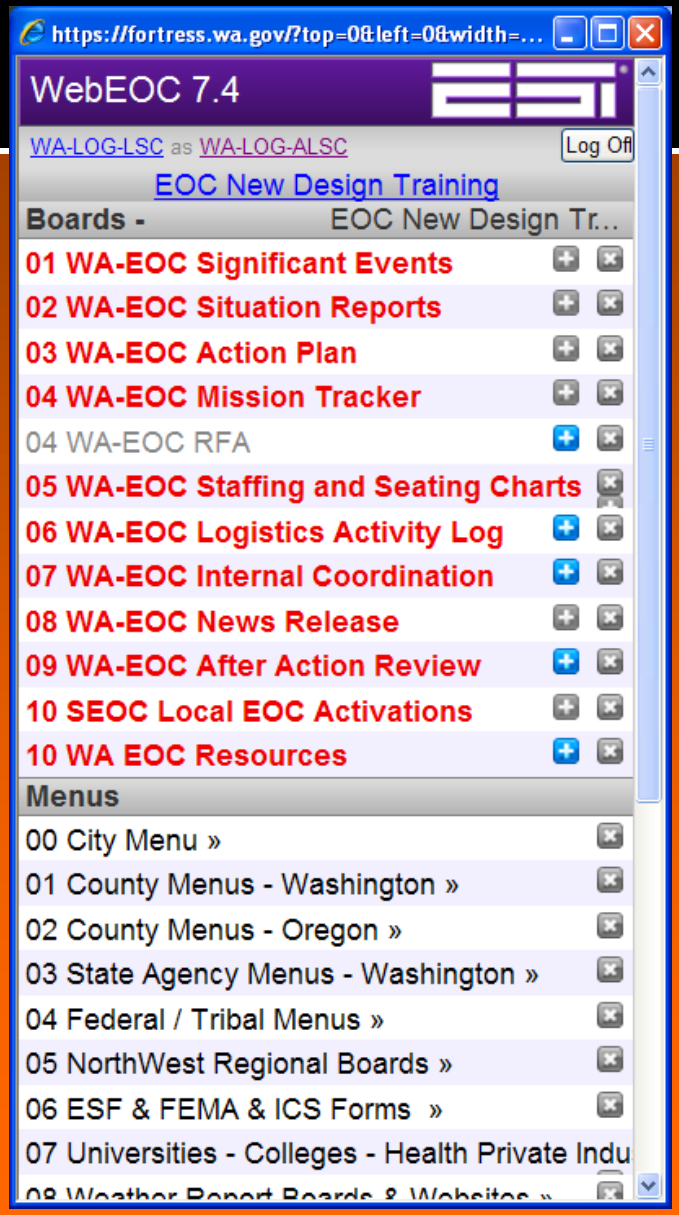
Control Panel

- The control panel appears after successful login
- The control panel contains the items assigned to your group
- Positions can be changed via the hyperlinks on the masthead



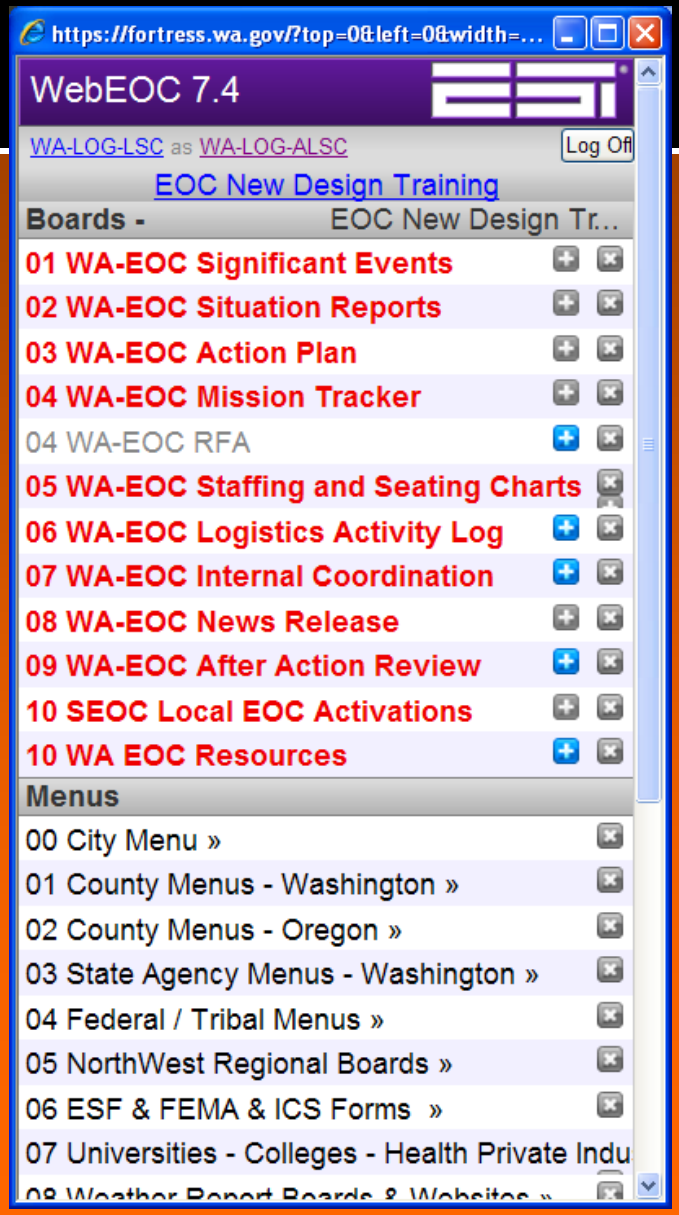
Signing In

- Signing in to WebEOC populates the EOC seating chart
- The link to sign in is “WA-EOC Staffing and Seating Charts”
  - Blue is for adding a record
  - Red indicates new information has been posted



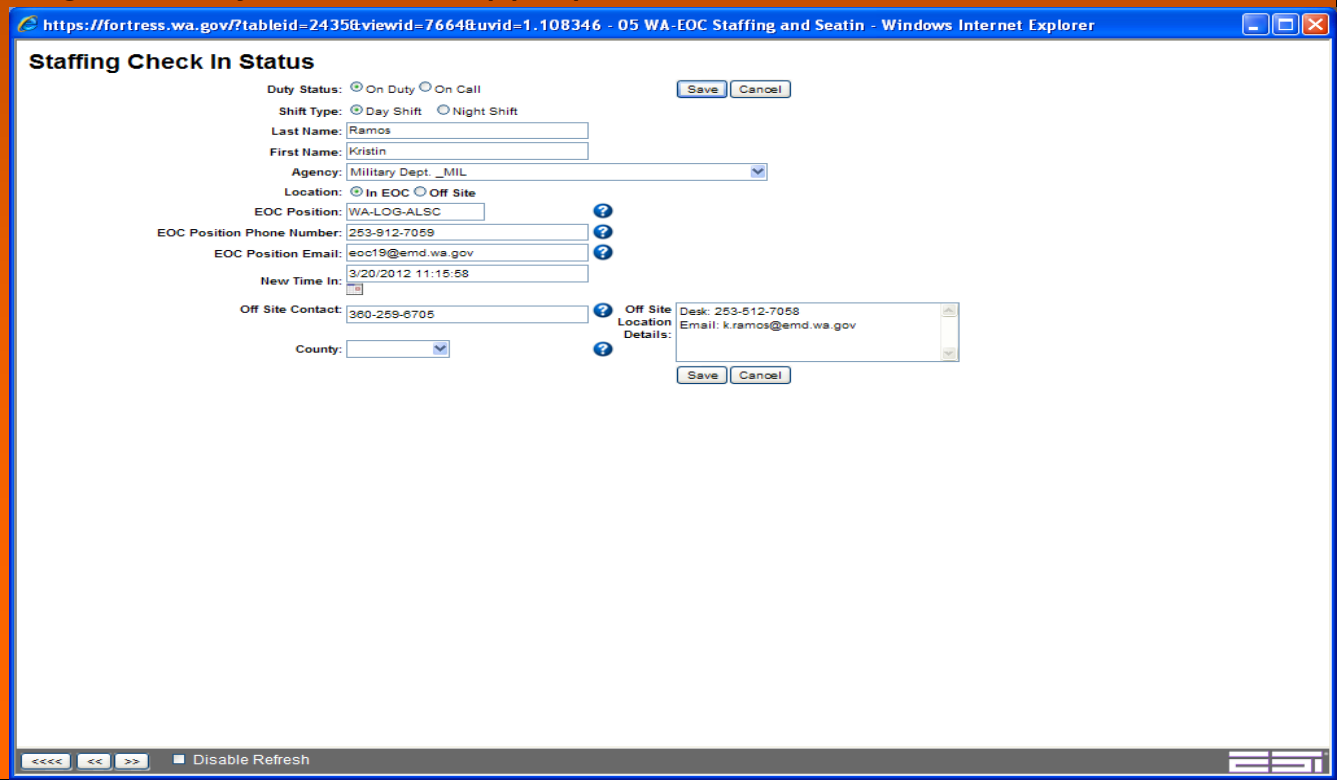
Signing In

- Select the blue "+" sign to the right of the "WA-EOC Staffing and Seating Charts"
  - If the blue "+" sign is not available, click on the Staffing and Seating Charts hyperlink then select "New Record"



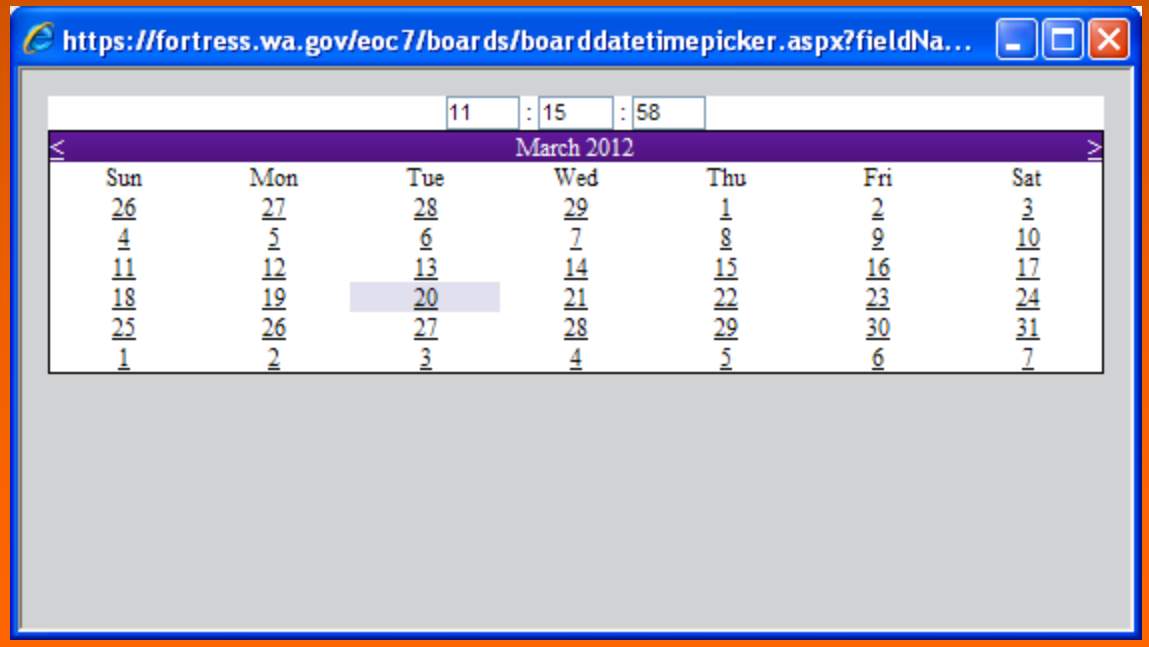
Signing In

- Enter information for the workstation to which assignment is made
  - Desk phone
  - Workstation email (Ex EOC40@emd.wa.gov)
    - If working remotely, enter the appropriate contact information



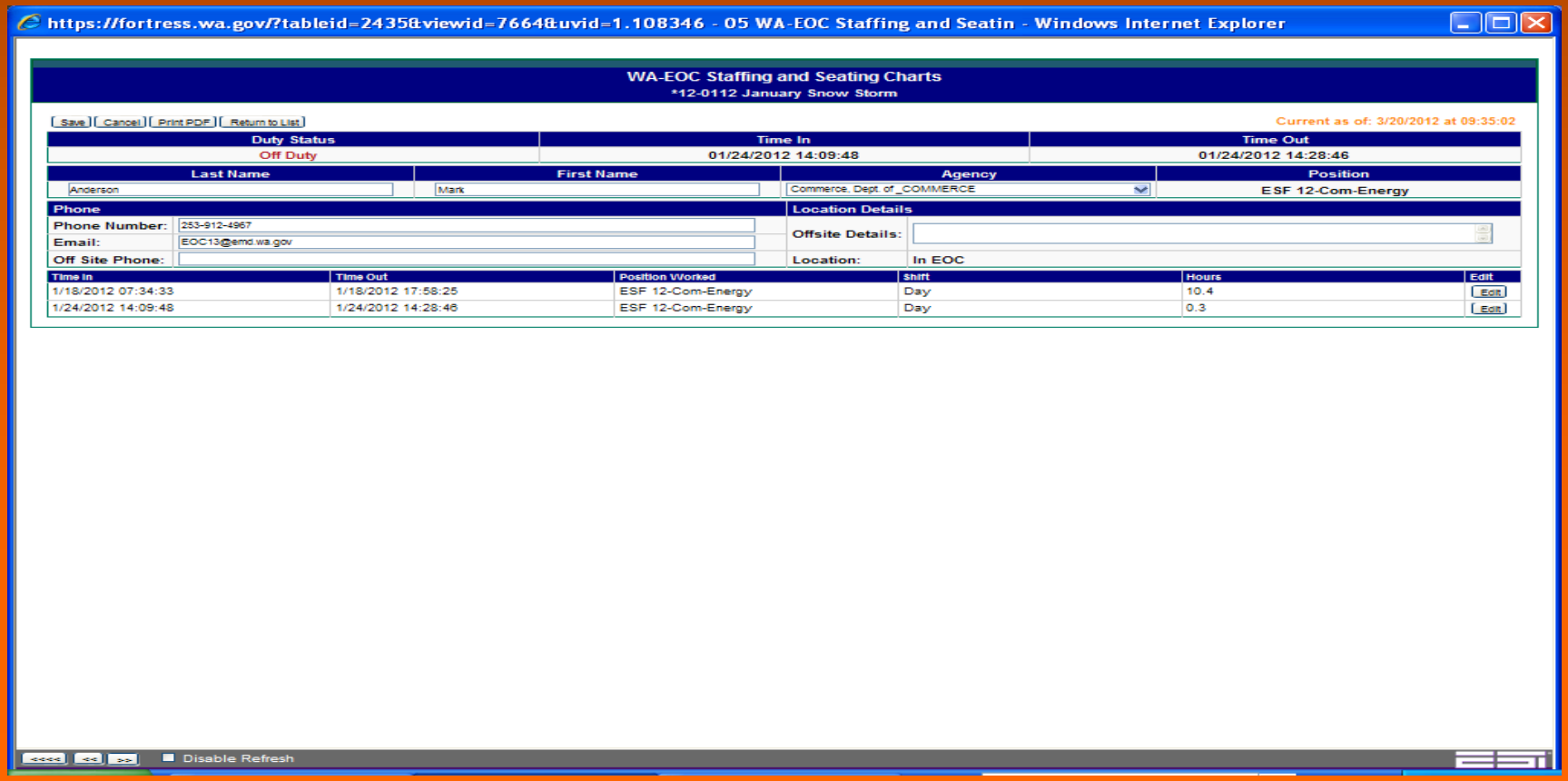
Signing In

- Click on calendar icon to select date and time
  - Edits to previously entered times can be made via this method as well
- Click “Save”



Signing In

- Select the any staff line to obtain additional information on the person selected



https://fortress.wa.gov/?tableid=2435&viewid=7664&uvid=1.108346 - 05 WA-EOC Staffing and Seatin - Windows Internet Explorer

WA-EOC Staffing and Seating Charts
*12-0112 January Snow Storm

[Save] [Cancel] [Print PDF] [Return to List]

Current as of: 3/20/2012 at 09:35:02

Duty Status	Time In	Time Out
Off Duty	01/24/2012 14:09:48	01/24/2012 14:28:46

Last Name	First Name	Agency	Position
Anderson	Mark	Commerce, Dept. of _COMMERCE	ESF 12-Com-Energy

Phone		Location Details	
Phone Number:	253-912-4967	Offsite Details:	
Email:	EOC13@emd.wa.gov		
Off Site Phone:		Location:	In EOC

Time In	Time Out	Position Worked	Shift	Hours	Edit
1/18/2012 07:34:33	1/18/2012 17:58:25	ESF 12-Com-Energy	Day	10.4	[Edit]
1/24/2012 14:09:48	1/24/2012 14:28:46	ESF 12-Com-Energy	Day	0.3	[Edit]

<<<< << >> Disable Refresh

QUESTIONS?

Training presentations will be posted to the Logistics Website Training Page