



**DUPAGE
COUNTY**

HOMELAND SECURITY AND EMERGENCY MANAGEMENT

630-682-7925
Emergency: 630-682-7207

www.dupageco.org/oem

MUNICIPAL/ESDA EXERCISE APPROVAL CHECKLIST

DATE: Click or tap here to enter text.

EXERCISE DATE: Click or tap here to enter text.

EXERCISE NAME: Click or tap here to enter text.

EXERCISE TYPE: Click or tap here to enter text.

HOST MUNICIPALITY/ESDA: Click or tap here to enter text.

PARTICIPATING MUNICIPALITIES/ESDAS: Click or tap here to enter text.

The following requirements must be met for any Municipality/ESDA to receive exercise credit approval.

- The Municipality/ESDA selected an exercise design team and exercise design team leader.
- The Municipality/ESDA submitted the Request for Exercise Design Approval form to DuPage County OHSEM at least 45 days in advance of the exercise.
- The Municipality/ESDA participated in the exercise planning activities, documenting attendance with sign-in sheets.
- The Municipality/ESDA participated in the exercise, documenting attendance with sign-in sheets.
- The Municipality/ESDA participated in the post-exercise activities, e.g. hot wash, documenting attendance with sign-in sheets.
- Each Municipality/ESDA provided an HSEEP compliant AAR/IP and all exercise sign-in sheets to DuPage County OHSEM no later than 45 days after exercise.
- The Municipality/ESDA received a letter of acceptance or non-acceptance, and a DuPage County exercise number from DuPage County OHSEM.

