

PERSONAL PROTECTIVE EQUIPMENT ORGANIZATION/ AGENCY REGISTRATION PROCESS

Effective January 1, 2021

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PPE REGISTRATION OVERVIEW

- Effective January 1, 2021 all agencies/ facilities requesting Personal Protective Equipment (PPE) from TEMA must be pre-registered and approved prior to receiving PPE
- Pre-registration process will open December 8, 2020
- The purpose of the PPE support by TEMA is to provide necessary equipment that cannot otherwise be procured by the receiving facility due to lack of availability in the supply chain
 - At times, PPE will be limited due to lack of availability by TEMA and/ or the nature of use by the receiving agency
- Qualifying agencies/ facilities must provide direct medical care, critical governmental services, or critical infrastructure support in order to receive PPE
- It is critical to complete the process accurately for the registration to be processed in a timely manner. Incomplete or inaccurate information will require follow up prior to approval that will cause delays in the approval process
- Each agency/ organization will receive a **unique** pass code in order to log-in to the system
- Approved agencies will receive login instructions for requesting PPE

REGISTRATION LINK

The following link will direct users to the PPE Agency Registration website

https://arcg.is/9PqPX

The end user of the equipment will need to be registered. If local Emergency Management officials are placing orders for multiple agencies or types of agencies, each agency will need to be entered in the registration survey separately.

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SELECT REGISTRATION TYPE

Registration Type

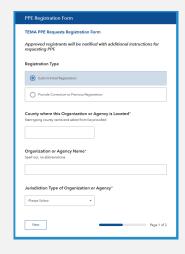
- $^{\circ}$ Submit Initial Registration This is a new PPE registration effective January I, 2021
 - $^{\circ}$ Must be completed by all agencies requesting PPE even if they received PPE in 2020
- Provide Correction to Previous Registration- Applies to update(s) to agency already registered

County where this Agency is Located

- Select from list provided
- Organization or Agency Name:
 - Spell out the name of the agency receiving PPE. Do Not use acronyms or abbreviations

Jurisdiction Type of Organization or Agency

• Select from the list provided (more information in the following slides)



JURISDICTIONAL TYPE

All agencies/ organizations will be categorized Jurisdiction type and sub-types (please review all categories before selecting the typing)

Jurisdictional typing:

- State Government
- County Government
- Municipal Government
- Health
- Regional Other Government
- Non-Profit
- Private
- The agency/ organization sub-type will then be selected

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STATE GOVERNMENT

State Government is only to be selected for state agencies:

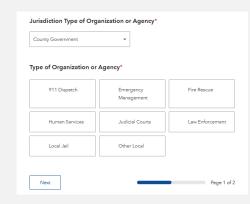
- College University
- DCS (Department of Children's Services)
- Human Services
- Judicial Courts
- · Law Enforcement
- Library (Secretary of State's Office Regional Library System)
- National Guard
- Other State
- State Agency
- State Corrections
- TEMA
- THP

State Government	•	
Type of Organization or A	gency*	
College University	DCS (Department of Children's Services)	Elections
Human Services	Judicial Courts	Law Enforcement
Library (Secretary of State's Office Regional Library System)	National Guard	State Agency
State Corrections	TEMA	THP
Other State		

COUNTY GOVERNMENT

County Government operated agencies:

- 911 Dispatch
- Emergency Management
- Fire Rescue (County operated only. Independent fire/ rescue departments will be classified as non-profit or private)
- Human Services
- Judicial Courts
- Law Enforcement
- Local Jail
- Other Local

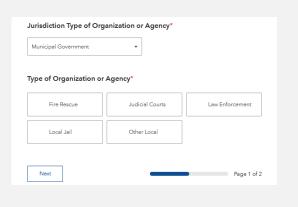


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MUNICIPAL GOVERNMENT

Municipal Government operated agencies:

- Fire Rescue (Municipal operated only. Independent firel rescue departments will be classified as non-profit or private)
- Judicial Courts
- Law Enforcement
- Local Jail
- Other Local



HEALTH Health category is for agencies that provide direct medical Jurisdiction Type of Organization or Agency* Assisted Living College University (Health clinics) Type of Organization or Agency* • Doctor's Office/ Clinic (Doctor offices, medical clinics, etc.) Emergency Medical Doctor's Office_Clinic Home Health Hospice Emergency Medical Hospital Nursing Home Public Health · Other Healthcare Specialty Care (DIDD) • Public Health Specialty Care (DIDD) TDMH Next

Non-Profit agencies/ organizations are private not for profit organizations:

Price Rescue (Volunteer fire departments and rescue squads that are not government owned/ operated)

Human Services

Other Non-Profit

Non-Profit

Type of Organization or Agency*

Type of Organization or Agency*

Fee Rescue

Human Services

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Private agencies or organizations options: College University Fire Rescue (Corporate based departments) Other Private Private Jurisdiction Type of Organization or Agency* Type of Organization or Agency* College College College Nest Price Rescue College Trivate

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Regional-Other Government are government-based agencies that do not directly fit into the state, county or municipal categories: Fire Rescue (Includes airport authorities) Law Enforcement (Includes joint task force) Other Local Other Local Jurisdiction Type of Organization or Agency* Regional-Other Government Type of Organization or Agency* Five Rescue Law Enforcement Other Local

ORGANIZATION INFORMATION

- POC Name- Name of the point of contact (person that can be reached for delivery or follow-up on request) for the agency receiving the PPE
- Primary Phone Number- Number to contact the POC
- Secondary Phone Number-Additional number to contact the POC
- Email- Email address for the POC
- Delivery Site Address: Physical address where the PPE will be delivered.
 - · Do not enter a PO Box
 - Use proper addressing and check spelling. Do not enter suite, floor, room, building, etc. in this block
 - Addresses must be a verified business or governmental agency.
 No residential addresses allowed

Point of	Contact Information for Receiving Organization
POC Nar	ne*
	Phone Number* s have the following formet including the (). This can include an extension:
Valid inpu	ry Phone Number a have the following formet including the (). This can include an extension:
Valid inpu (###)###-## Email	s have the following format including the (). This can include an extension:

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ORGANIZATION INFORMATION

- Address Line 2: Additional addressing information-Suite, floor, room, building, etc.
- City: Delivery address city
- **Zip:** Zip code for delivery address
- Additional information: Any additional information that would be helpful for completion/ validation of the registration process

City*					
State					
TN					
ZIP*					
Any addition	al information	you woul	d like to pro	vide with th	s
Any addition registration?	al information	you woul	d like to pro	vide with th	8
Any addition egistration?	al information	you woul	d like to pro	vide with th	1000 .d