I, the chief executive officer or chief elected official of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, hereby appoint \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (name) as municipal Incident Commander for responding to / recovering from \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (incident) until \_\_\_\_\_\_\_\_\_\_\_\_\_ (date), and have delegated to this individual the authority to perform the following functions:

* Provide overall leadership and accountability for responding organizations
* Ensure incident safety
* Set the incident objectives, strategies, and priorities
* Delegate authority to others
* Coordinate for mutual aid and other external support
* Spend, or commit the municipality to spending, up to \_\_\_\_\_\_\_\_\_\_\_\_\_ (note any processes or restrictions below)

Additionally, the following authorities have also been delegated:

The following restrictions have been set on this authority:

Signed this day of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(Signature of chief executive officer or chief elected official)

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(Printed name of chief executive officer or chief elected official)