

## Category 1 Personnel

1. Purpose. This enclosure identifies each person in a position recognized under paragraph 7 of the EM Basic Plan as either Critical-Essential (CE) or Emergency Essential (EE) to NAVSTA Pearl's support of the National Military Strategy. These individuals perform vital functions at the Critical Mission Facilities (CMFs) listed in enclosure (2) and are all designated as Category 1 Personnel.

### 2. Situation and Assumptions.

- a. All personnel on this list have the current security clearances necessary to perform their duties as well as a CAC ID card.
- b. If a worker is designated as CE, he/she is not identified as the alternate for any other CE position.
- c. All CE-alternates are designated as EE.
- d. NO EE is listed as the alternate for more than one CE position.
- e. Every CE worker must have at least one alternate.
- f. A CE worker and all of his/her alternates will not all be unavailable at the same time (i.e. o leave, TDY hospitalized prior to disaster, etc.)
- g. Each command has verified that no family with young children has both parents listed as either Cat 1 (CE/EE) or Cat 5 personnel.

3. Concept of Operations. Personnel on this list must be able to be contacted and reach their worksite rapidly. Additionally, each person on this list shall be:

- a. Informed of their status as either CE or EE personnel within Category 1.
- b. Trained by the Installation EMO to the standards of ref (b).

- c. Given highest priority in base access, sheltering, equipment and other support by NAVSTA Pearl and its tenant commands.
- d. Input into <the Security Force's Base Access CAC-card ID system>.

4. Organization and Assignment of Responsibilities.

Requirements for identification of CE and EE positions are addressed in paragraph 7a. of the EM Basic Plan, NAVSTAPEARLINST 3440.17. Nothing in this instruction changes the administrative hierarchy of any person on this list, and each person shall perform their duties at the direction of the commander of their respective CMF.

5. Administration and Logistics.

6. Actions. The Admin Officer shall incorporate the information detailed on the lists below into the Installation Personnel Database (IPD), ideally in coordination with the CNRH CE/EE base access database. The forms below are supplementary to the databases and should not be the primary roster.

- a. Critical-Essential Personnel list.
- b. Emergency-Essential Personnel list.