

D. INSTRUCTIONS FOR ISSUING LOCAL EMERGENCY ORDERS

Local Emergency Orders can be issued only if there is a State of Emergency in effect pursuant to section 24 of the State Executive Law (see section A. above).

2. Local Emergency Orders can be issued at the County level only by the County Executive or a person acting for the County Executive pursuant to section I.A.(2) of this plan. Each Town Supervisor and City and Village Mayor can also issue emergency orders for their jurisdiction following the declaration of a local state of emergency by that same executive.
3. Local Emergency Orders must be written.
4. Local Emergency Orders should include the time and date they take effect, the reason for the declaration, the area involved, and the duration.
5. A Local Emergency Order expires automatically after five (5) days. It can be rescinded before that by its own terms, or by a rescission by the County Executive. It is also automatically rescinded when the State of Emergency is rescinded.
6. The County Executive may extend Local Emergency Orders for periods not to exceed five (5) days each during the State of Emergency.
7. Local Emergency Orders must be published as soon as practicable in a newspaper of general circulation and provided to radio and television media for broadcast.
8. Local Emergency Orders must be executed in triplicate and filed within 72 hours or as soon as practicable in the Office of the County Clerk, State Office of Emergency Management and the Office of the Secretary of State.
9. Local Emergency Orders must be re-filed if they are extended.

AN EMERGENCY ORDER

Local Emergency Order for: _____:
(name(s) of area(s)/municipality(ies) affected by this order)

I, _____, the Chief Executive
of _____, in accordance with a declaration of a State of
(name of municipality)

Emergency issued on _____, 200_, and pursuant to Section 24 of the
(date SOE was issued)

New York State Executive Law, do hereby order _____

(description of the action ordered and the area(s) affected and the reason for the order)

This order shall effect _____
("IMMEDIATELY" or specify date and time)

and shall remain in effect until removed by order of the Chief Executive. This order may also be renewed in
(5) five-day increments.

Failure to obey this order is a criminal offense, punishable by law under New York State Executive Law,
Article IIB.

Signed this the _____ day of _____, 200_, at _____ o'clock, in ,
(date) (month) (year) (time)

_____, New York.
(municipality)

(Name)

(Signature)

(Witness Name)

(Witness Signature)

(Title)

(Date)