



SUBSCRIPTION AGREEMENT

FOR THE

NERAC, REGION 3 HMCC, & NEEMS

PERSONAL PROTECTIVE EQUIPMENT & MEDICAL SUPPLY CACHES

As the duly authorized contracting authority of the municipality/facility named below as the "Requesting Eligible Party", I hereby enter into this Subscription Agreement to access personal protective equipment (PPE) and other medical supplies available through the caches established by and managed under the jurisdiction of NERAC (the Northeast Massachusetts Homeland Security Regional Advisory Council), the Region 3 HMCC (Health and Medical Coordinating Coalition), and NEEMS (Northeast Emergency Medical Services, Inc.).

These three caches were established as one method of leveraging Federal emergency preparedness and homeland security funds to ensure first responders and health and medical facilities and personnel have a properly maintained stockpile of PPE and other medical supplies readily available on a regional scale to address larger than routine emergency events, as well as PPE and medical supply shortages that may occur.

By signing this Subscription Agreement, I acknowledge that the municipality/facility that I represent will receive access to the items found in the cache or caches from which my municipality/facility is eligible to request resources from, pending availability, and that I must follow all applicable policies for the cache that my municipality/facility is requesting items from.

As a condition of receiving resources from the cache(s), I acknowledge and understand the following rules:

1. Parties eligible to request and use the PPE and medical supplies found in these caches include:
 - a. For the NERAC Cache: All "local units of government", as defined by the U.S. Homeland Security Act of 2003 and any subsequent pertinent laws (i.e., any subdivision of state government), within the Northeast Homeland Security Region that have signed this form;
 - b. For the Region 3 HMCC Cache: All eligible disciplines providing services in one or more of the municipalities located within the Region 3 HMCC area, as defined by the Region 3 PPE and Medical Supply Cache Resource Request Policy, that have signed this form; and
 - c. For the NEEMS Cache: NEEMS members that have signed this form.
2. The PPE and medical supplies subject to these rules are intended for use by municipalities or facilities in response to bona fide emergencies, but these resources can also be requested for non-emergency use on a case-by-case basis, pending availability. All requests will be subject to review by the HMCC Duty Officer and/or Cache Manager. Prioritization of requests will be at the discretion of the HMCC Duty Officer and/or Cache Manager.
3. My municipality/facility accepts the financial liability for promptly resupplying PPE and medical supplies received from the cache(s) in a timely manner. Replacement items must meet the same specifications of the items originally received, unless otherwise allowed by the Cache Manager. Resupplied items must be delivered to the Cache Site from which the items were originally obtained, at no cost to NERAC, the Region 3 HMCC, NEEMS, or the Host site within 30 days after the items were received, or as soon as possible based on availability of those items.
4. My municipality/facility is responsible for returning any unopened PPE or medical supply items to the cache from which it was received, as long as it is in its unopened original packaging.



5. My municipality/facility may not provide PPE or medical supplies that have been received from the cache(s) to another party, but is instead obligated to direct other interested parties to the Cache Manager and/or HMCC Duty Officer.
6. My municipality/facility will not stockpile PPE or medical supply items by requesting more than is needed to address our local need or emergency for a 120 hour period.
7. My municipality/facility is solely responsible to arrange and pay the cost of transport of items to and from the cache(s).
8. These rules are set by NERAC, the Region 3 HMCC, and NEEMS, and are applied by the Cache Manager and/or HMCC Duty Officer, and may be changed at any time by NERAC, the Region 3 HMCC, and NEEMS', with or without written notice.
9. Requests may be refused for non-compliance with these rules, such as a failure to resupply items of the same kind and quality in a timely manner.
10. I acknowledge on behalf of my municipality/facility that my municipality/facility is properly bonded and insured and that staff employed by my municipality/facility will use requested items in accordance with all current Centers for Disease Control and Prevention (CDC) and Occupational Safety and Health Administration (OSHA) guidelines.
11. I accept on behalf of my municipality/facility responsibility for any and all injuries to persons and damage to property from my municipality's/facility's custody and use of received items that is not attributable to neglect on the part of the Cache Manager(s), the Cache Host(s), NERAC, the Region 3 HMCC, NEEMS or its agents.
12. I agree on behalf of my municipality/facility to assume all financial liability incurred as a result of any claim brought against the Cache Manager(s), the Cache Host(s), NERAC, the Region 3 HMCC, NEEMS or its agents, arising out of any action brought against them as a result of the custody and/or use of the received items to the extent permissible under Massachusetts General Laws.
13. My municipality/facility accepts that I, and all of all my agents, are obliged to conform to the above terms as a condition of continued access to the cache(s).

REQUESTING ELIGIBLE PARTY

Municipality/Facility

Discipline (Choose One)

Contracting Authority

Signature

Name

-
- Law Enforcement Fire Municipal EMS Private EMS
 Public Health Department Hospital
 Long Term Care Facility Community Health Center
 Other (Please Specify)
-

Date:

Title:



Address:

Street:

City:

State:

Zip:

Phone

Office:

Cell:

E-mail 1

E-mail 2:

Employees in the following positions are authorized to request items on behalf of my municipality/facility:

1. _____
2. _____
3. _____
4. _____

FOR NERAC, REGION 3 HMCC, NEEMS USE ONLY:

Requesting Eligible Party Identified Above is Approved to Access the Following Cache(s)

____ NEEMS

____ NERAC

____ REGION 3 HMCC