



RESOURCE REQUEST PROCESS UPDATE



We have identified several systemic issues that have added time to the resource request process. Therefore, we are revising the process to expedite delivery of personal protective equipment to priority areas identified throughout the state.

To transition to this new process, Georgia will do the following:

- Issue new resource request links.
- Process all requests based on state-established priorities by teams at the state level.
- Provide all districts with information on deliveries to their zones and their district locations.

Beginning Tuesday, March 24 at 12:00 PM, the process will be as follows:

STEP 1 Use the new **ReadyOp** link that will be provided Tuesday, March 24 at 12:00 PM to submit your request for PPE:

- Submit your ReadyOp Form by 12:00 PM on the following days:
 - Saturdays for Tuesday deliveries
 - Mondays for Thursday deliveries
 - Wednesdays for Saturday deliveries

STEP 2 Requests will be reviewed, allocated, and assigned:

- Requests will go through an allocation process based on state priorities and available resources on hand.
- Requests will be considered filled based on the allocation amount.

STEP 3

- Filled Resources will be sent to the 5 zones on Tuesday, Thursday, and Saturdays.
- Districts will be notified of what is moving to the zones for their districts to share with their facilities.
- Items will then be dispersed to the districts for partners.

STEP 4 Step 4: For any resource request follow-up questions please call:
(404-852-0250)

Please remember:

- The state warehousing team will perform allocations based on state-provided priorities.
- Inventory is critically low and not all items will be available at any given time.
- Unfilled items will be cancelled to clear the fields. Resubmit any currently unfulfilled requests through the ReadyOp links that will be provided to you.
- The ReadyOp links previously issued will expire at 12:00 PM, March 24.
- If a requestor is provided with an allocation, it will be considered completed.