



2023 Emergency Preparedness Re-entry Credentialing Requirements by Parish

All parishes use the State Police Credentialing Requirements

(<http://www.lsp.org/lscap.html>). The State Police Credentialing Requirements consists of a letter on company letterhead stating the following information:

- **Name of banker seeking re-entry**
- **Driver's license number (you must have your driver's license available for viewing)**
- **Description of vehicle being driven**
- **Company identification number (you must have your company identification available for viewing, this could be a company ID card)**

** There is a suggested template to follow on page 5*

Some Parishes require additional requirements. Below you will find which parishes require additional requirements and how to go about obtaining those requirements.

Region 1: All require additional Placard

Orleans Parish, Saint Bernard Parish, Plaquemines Parish, Jefferson Parish

- You can apply for placards in each individual parish. Renewal stickers are good for four years.
 - Orleans: <https://ready.nola.gov/plan/hurricane/#return>
 - St Bernard: <https://sbpg.net/165/Homeland-Security-Emergency-Preparedness>
Require a request on company letterhead stating the number of placards required and level of each person. The letter should be faxed to 504-271-7343, Attn: Lorrie. The company will be called for pick up when placards are ready.
 - Plaquemines: 504 934 6462 or email oepp@gov.net; bring in old placards for renewal stickers
 - Jefferson: <http://placards.jumpstartjefferson.com/Account/Application>

** If your organization has multiple branches, you should apply in the parish where your main office is located but request a regional placard.*

Region 2: All require additional placard

East Baton Rouge, West Baton Rouge, Ascension, Iberville, Pointe Coupee, East Feliciana, West Feliciana

- All parishes can apply for a placard at www.capitalareaready.com.

Region 3

St John: No additional requirements

St Charles: No additional requirements

St James: No additional requirements

Assumption: No additional requirements

***Please Note: Only the banker should be in the vehicle and any other person/s will not be allowed through the check point until complete re-entry is allowed. This permission only allows for travel to and from the banking facility and does not allow for travel to home or any other location within the restricted area.**

Terrebonne: Requires additional badge - The system will be activated when an emergency event begins; emails will be sent to the contacts to print placards at that time. Financial institutions can go onto the website now to sign up to get notified when it's time to print placards.

Parish Contact – Mary LaJaunie, 985-873-6357

- You can find re-entry badge application information here:
<http://www.parishreentry.com/terrebonne/>

Lafourche: Requires additional placard

Parish Contact – Eric Benoit, ericb@lafourchegov.org (985) 532-8174

- You can apply for the re-entry program here: <http://parishreentry.com/Lafourche/index.php>
- This help document is on the website at the bottom of the page at all times. Please refer to for any assistance or contact Eric Benoit:
<http://parishreentry.com/Lafourche/images/Parish%20Reentry%20Project2.pdf>

Region 4

Lafayette: No additional requirements

Evangeline: No additional requirements

St Landry: No additional requirements

Acadia: No additional requirements

St. Martin: No additional requirements

Iberia: Requires that company vehicles have standardized markings. All non-marked cars must display an Iberia Parish PASS card. This card must be obtained from the Parish OHSEP, 1111 Ember Dr., New Iberia LA 70560.

Parish Contact – Debra Conner, 337-369-4427, dconner@iberiagov.net

St Mary: Has additional permit

Parish Contact – David Naquin: (337) 828-4100, ext. 135 or dnaquin@stmaryparishla.gov or fax (337) 828-4092. St. Mary website: www.stmaryohsep.org.

*Contact David Naquin to be issued a TIER II permit. This permit will be assigned a unique number and will hang on the vehicle's rear view mirror. Please contact David Naquin with any questions. Once permits are received, they do not need to be renewed annually.

Vermilion: Requires Picture ID Card

Parish Contact – Homer Stelly, (337) 898-4308

You must send your request in writing on company letterhead asking for re-entry for only essential people. Then all the people listed must call the office to set up an appointment to get their picture taken for their ID card at the office location:

Vermillion Parish Emergency Preparedness Court House
100 N. State Street, Suite 211
Abbeville, LA 70510

* There is a \$5 fee (check or money order) for the ID card. If you are already in the system, you need to renew the cards every 2 years. Renewal of the same information only requires the names on letterhead and the \$5.00 per card charge. ID cards will be reprinted with new expiration dates.

Region 5: No additional requirements

Beauregard, Allen, Calcasieu, Jefferson Davis, Cameron

Region 6: No additional requirements

Vernon, Sabine, Natchitoches, Winn, Grant, Rapides, LaSalle, Catahoula, Concordia and Avoyelles Parishes

Region 7: No additional requirements

Caddo, Bossier, Webster, Claiborne, Bienville, Red River and DeSoto Parishes

Region 8: No additional requirements

Ouachita, Union, Lincoln, Jackson, Caldwell, Richland, Morehouse, Franklin, East Carroll, West Carroll, Madison and Tensas Parishes

Region 9:

Washington: No additional requirements

St Tammany: a valid regional placard allows you to enter, work or pass through the five parishes included on the placard (Orleans, Jefferson, St. Bernard, Plaquemines and St. Tammany). Parish Contact: Amanda Luckado, (985) 898-2359 or aluckado@stpgov.org and OEP@stpgov.org

Each placard has a name assigned to it.

<http://www.stpgov.org/departments/hsep>

St Helena: No additional requirements

Tangipahoa Parishes: No additional requirements

Livingston Parish: No Additional requirements

(Suggested Template for the State Police
Re-entry Credentialing Requirements)

[Bank Letterhead]

2023

Re: Statewide Credentialing
Re-entry Request

To: Whom it May Concern

[Bank Name] respectfully requests re-entry for the following Tier 2 employee:

- [Name of banker]
- [Driver's License number] Driver's License available for viewing
- [Description of vehicle being driven]
- [Company identification number] Company identification available for viewing

We appreciate your support and assistance.

Sincerely,

[Bank President's or Manager's Name]

[Bank Name]

[Bank President's or Manager's Cell Number]

