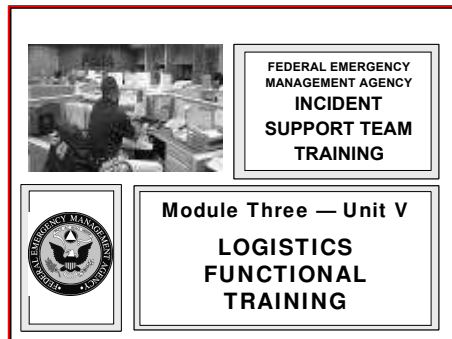


MODULE 3: UNIT V — LOGISTICS FUNCTIONAL TRAINING



Introduction

■ Objectives

- Identify specific functions of the Log Section and other sections of the IST.
 - Communications Unit Leader
 - Medical Unit Leader
 - POA/Mob Center Specialist
 - Transportation Unit Leader
- Identify the resource procurement process while on an IST mission.
- Chart the flow of information and forms through the Logistics Section.

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Introduction

■ Objectives

- Identify the specific items in the IST equipment cache and use
- Identify the requirements for setup of the IST Base of Operations
- Identify facilities / food requirements
- Identify Log Section responsibilities for input into the Action Plan:
 - Communications
 - Transportation
 - Medical

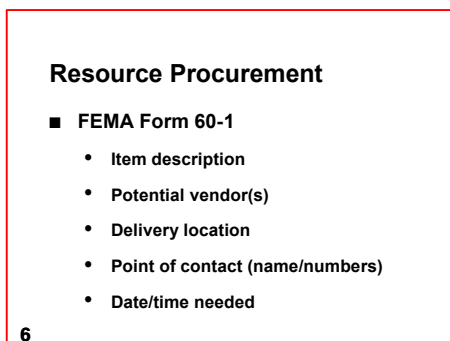
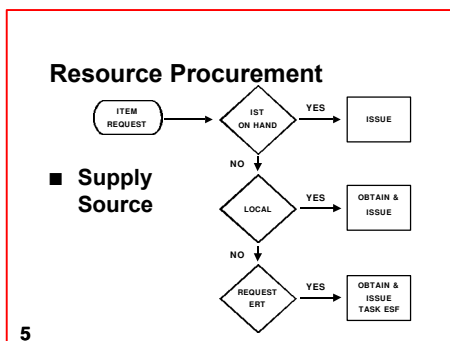
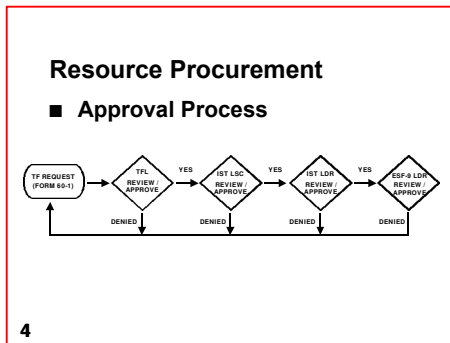
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A. RESOURCE PROCUREMENT

- The process for ordering supplies, equipment, and personnel may vary depending on the size and complexity of a particular disaster; however, basic ordering principles and procedures should be followed regardless of the situation.
- The IST Logistics Section provides ESF-9 resources with support and services. All IST Logistics Section Unit Leaders report to the IST Logistics Section Chief.

MODULE 3: UNIT V — LOGISTICS FUNCTIONAL TRAINING

A. RESOURCE PROCUREMENT (continued)



- Request for supplies and services by/for members of the IST shall be documented on FEMA Form 60-1, Request for Supplies and/or Services or an ICS-213, General Message Form, and forwarded to the Logistics Section Chief.

- The request should include all available information pertaining to the item(s) requested.
- Item description (nomenclature, part/stock number, unit of issue, cost, performance criteria)
- Potential vendor(s)
- Delivery location
- Point of contact (name/numbers)
- Date/time needed

- The Logistics Section Chief will review the request and obtain approval from the IST Leader and the IST ESF9 Leader. Once approval to purchase/ obtain is granted, the Logistics Section Chief determines the best source of supply.

MODULE 3: UNIT V — LOGISTICS FUNCTIONAL TRAINING

A. RESOURCE PROCUREMENT (continued)

- Urgent Need — If the need is urgent the items may be purchased locally using the purchasing authority of the IST ESF9 Leader.
- Non-Urgent Need — If the request is non-urgent, the items will be obtained from the best source available. This may be from the DFO, a MERS Detachment, a Territory Logistics Center or other Federal agency. These tasking will be made through the ERT.

B. BoO SET-UP

- IST Form US&R-012 *IST Office Requirements* has been developed to assist the Logistics Section personnel in requesting the proper office space from the ERT Administrative/Logistics Sections.
- Refer to Form US&R-012.

BoO Site Requirements

- While selecting a BoO, hard assets (structures, parking lots, etc.) may be considered before field/tent set up.
 - The type of incident occurrence may have a significant impact on this decision (e.g., earthquake response).

BoO Set Up

- IST Form US&R-012
 - IST Office Requirements
- IST Logistics Section fills out
- Submitted to ERT
Admin/Logistics Section

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MODULE 3: UNIT V — LOGISTICS FUNCTIONAL TRAINING

BoO Site Requirements

■ Factors

- Proximity To Area Of Operations
- Travel Routes
- Excessive Noise
- Topography
- Upwind/Hill
- Overhead Hazards
- Natural Security
- Existing Buildings

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BoO Site Requirements

■ Factors (continued)

- Permission To Use
- Aftershock Potential
- Availability Of Showers / Latrines
- Above and Below-Grade Hazards
- Safety/Security
- Existing Natural Barriers
- Need To Establish Perimeter Barriers
- Health
- Energy Sources / Hazards

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BoO Site Requirements

■ Factors (continued)

- Vermin
- Vectors
- Fuel Storage
- Site Drainage
- Sanitation
- Exhaust/Fumes
- Vehicle Parking
- Generators

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Communications

■ Factors

- Highest Location Possible
- Near Elevated Structures
- Existing Services
- Topography
- Antenna Field
- Trip Hazards
- Guy Ropes
- Radiation

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B. BoO SET-UP (continued)

General Selection Factors

Factors to consider when selecting a BoO include:

- Proximity To Area Of Operations
- Travel Routes
- Excessive Noise
- Topography
- Upwind/Hill
- Overhead Hazards
- Natural Security
- Existing Buildings
- Permission To Use
- Aftershock Potential
- Availability Of Showers/Latrines
- Above and Below-Grade Hazards
- Safety/Security
- Existing Natural Barriers
- Need To Establish Perimeter Barriers
- Health
- Energy sources / hazards
 - Hydraulic
 - Mechanical
 - Electrical
- Vermin
- Vectors
- Fuel Storage
- Site Drainage
- Sanitation
- Exhaust/Fumes
- Vehicle Parking
- Generators

Communications

- Highest Location Possible
- Near Elevated Structures
- Existing Services
- Topography
- Antenna Field
- Trip Hazards
- Guy Ropes
- Radiation

MODULE 3: UNIT V — LOGISTICS FUNCTIONAL TRAINING

B. BoO SET-UP (continued)

Facilities and Food

■ Facilities

- As structured, the Facilities Unit Leader is included in the full 40-person IST. As such the initial functions of the Facilities Unit Leader will become the responsibility of the Logistics Section Chief or his/her designee.
- Once the IST BoO facilities have been obtained from either the ERT or via local agreements, the IST Logistics Section must ensure the proper support equipment is requested or obtained to support the IST's operation.
- A natural function that must occur with each and every site or property that the IST uses is through documentation of the properties condition both before arrival and prior to the IST leaving. Naturally, the instinct of leaving the property in better condition than the way it was found holds true here. This may indicate an MOU or rental agreement be established before setting up the IST.

■ Food

- The IST does not have a standalone position for the Food Unit Leader. The roles and responsibilities of this position are critical to the effective operation of the IST and the US&R system. It must be stated clearly that each task force must be aware of their individual food safety issues. The IST has the prerogative to special call a Food Unit Leader or Preventive Medicine Specialist when the need exists. The ability to quickly tap the Forestry Service and/or the Public Health Service is a great resource.

Food and Facilities

■ Facilities

- Facilities Unit Leader in full IST
- Support for IST operations
- Documentation of property condition
 - Before
 - After

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Food and Facilities

■ Food

- No Food Unit Leader on IST
- Each TF must address food safety issues separately
- Special call
 - Food Unit Leader
 - Preventive Medicine Specialist
- Forest Service / PHS

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MODULE 3: UNIT V — LOGISTICS FUNCTIONAL TRAINING

B. BoO SET-UP

Facilities and Food (continued)

■ Food Resources

- The IST Logistics Section will be responsible to feed/supply food to not only the 20- or 40-person IST but also for the task forces. US&R task forces should be self-sufficient for 72 hours. After such time, they will require re-supply or food service. This can be accomplished by a number of mechanisms.
- The incident can be sole site/building, as Oklahoma City bombing was, were the local infrastructure is not damaged and food service will not be a problem.
- If the incident is wide spread and the local food industry is not operational, the task of finding food resources will be slightly harder. A simple answer, although not preferred for a number of reasons, is the re-supply of MRE's. This can be accomplished via support from the local military Base Support Installation (BSI).
- If both of these options are not available, national food contractors can be called. Each U.S. Forest Service regional office maintains a list of national service contractors in their area. Although not as prevalent east of the Mississippi River, outfits used during major brush/forest fires exist.

Food and Facilities

■ Food Resources

- IST Logistics Section feeds
 - IST
 - Task forces
- TFs are self-sufficient for 72 hrs
- Resupply required afterwards
- MRE resupply
 - TLC
 - BSI
 - Mob Center

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Food and Facilities

■ Food Resources (continued)

- Use of national food contractors
- US Forest Service maintains a list of contractors in each area
- Used in wildland fire operations

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MODULE 3: UNIT V — LOGISTICS FUNCTIONAL TRAINING

C. DOCUMENTATION REQUIREMENTS

As members of the IST, each member has specific responsibilities to document issues and activities occurring in their functional area. These responsibilities range from completing an ICS 214, Unit Log for each Logistics Section member to a wide array of forms for the Medical Unit Leader.

Documentation

- Each IST member has specific responsibilities for Action Plan input
 - Comm Unit Leader
 - ICS-205 — Comm Plan
 - US&R-205T — Telephone Plan
 - Transportation Unit Leader
 - ICS-218 — Vehicle Inventory
 - Facilities Unit Leader
 - US&R-012 — IST Office Requirements

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Documentation

- Action Plan input (continued)
 - Medical Unit Leader
 - ICS-206 — Medical Plan
 - US&R-013 — Fatality Procedure
 - US&R-014 — Patient Referral
 - US&R-015 — Intelligence Data
 - US&R-016 — Injury/Illness Log
 - DOL CA-1 — Injury Claim

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Documentation

- Action Plan input (continued)
 - Medical Unit Leader
 - DOL CA-2 — Occupational Disease Claim
 - DOL CA-7 — Compensation
 - DOL CA-17 — Duty Status
 - DOL CA-20 — Attending Physician's Report

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- Communications Unit Leader
 - Incident Radio Communications Plan — ICS 205
 - US&R Communications Plan — Telephone — US&R205 T
- Transportation Unit Leader
 - Support Vehicle Inventory — ICS218
- Facilities Unit Leader
 - IST Office Requirements Letter — US&R 012
- Medical Unit Leader
 - Medical Plan — ICS206
 - ESF-9 Fatality Procedure — US&R 013
 - Patient Referral — US&R 014
 - Medical Intelligence Data — US&R 015
 - IST/Task Force Injury/Illness Log — US&R 016
 - Federal Employee's Notice of Traumatic Injury and Claim for Continuation of Pay/Compensation — DOL CA-1
 - Notice of Occupational Disease and Claim for Compensation — DOL CA-2
 - Claim for Compensation — DOL CA-7
 - Duty Status Report — DOL CA-17
 - Attending Physician's Report — DOL CA-20