

FOR BLOCK CAPTAINS

September 13, 2021


DETACH & KEEP THIS INSTRUCTION SHEET—DO NOT SEND WITH RUNNER

1: HONK YOUR HORN AT EXACTLY 6PM!!!

2: FILL OUT & RETURN THESE FORMS TO YOUR PRE-DESIGNATED NEIGHBORHOOD EMERGENCY OPERATIONS CENTER (EOC)

Be as quick as you can. Your Neighborhood Captain is waiting.

All communications from block to neighborhood to area to city should be FINISHED so that city officials have participant numbers by 7:30PM, within 90 minutes of start.

 Send forms by 2 runners (assign in pairs)

3. TEACHING MOMENT — New!

Use the Everbridge postcards printed by the city to help residents sign-up for Lindon's emergency notification system. Take the time to work with individuals who need help to get signed-up. Encourage residents to check / correct their information if already signed-up.

4. Announce CERT activity at the Lindon Community Center at 7PM!

Residents will get a prize if they...

—Check-in with a CERT bag if already CERT trained.

—Sign-up to take a future CERT class or refresher course.

Community Emergency Response Teams are a GREAT way to be personally prepared!

DRILL FEEDBACK

8:15PM Lindon City Hall - 100 N. State St.

Anyone interested may attend!

Or email: kjohnson@lindoncity.org

RADIO FREQUENCY IF MONITORING THE CITY NET

City net frequencies (Simplex)

146.56 MHz (Voice)

BLOCK TALLY SHEET

Block #:

Date:

Block Captain:

Neighborhood/Ward#:

**This column may be
prepopulated with family
names and numbers.**



Household Write name & the total number in the household.		Attending At the staging area in person—physically there.	Missing but Accounted For Someone knows where they are & that they are safe OR that they need help.		Individuals Unaccounted For No one knows where they are. No one knows if they are safe or if they need help.	
<i>Ex: Smith Family</i>	<i>6</i>	<i>3</i>	<i>Ex: Jim Smith</i>	<i>1</i>	<i>Ex: Charles & Sue Smith</i>	<i>2</i>
TOTALS: HOUSEHOLDS and THOSE ATTENDING			TOTAL MISSING BUT ACCOUNTED FOR		TOTAL MISSING AND UNACCOUNTED FOR	

BLOCK CAPTAIN SPECIAL NEEDS REPORT

Block #:

Date:

Block Captain:

Neighborhood/Ward:



DO NOT FILL THIS FORM OUT FOR TODAY'S DRILL

(In the event of a real emergency, use this form to record/send relevant block needs & requests)

SEND THIS FORM, even if it is blank, to the Neighborhood EOC.

INJURIES (include description of person [age, gender, etc.], address, and nature/seriousness of the injury/injuries):

FIRES (include addresses):

IF you have one of the SPECIAL SCENARIOS in a POLICE ENVELOPE, OPEN it NOW and write the scenario (even though it's nonsense) on this form. Send it to your Neighborhood Captain/EOC/staging area.


GAS LEAKS (include addresses):

OTHER PROBLEMS / NEEDS / CONCERNS (be specific & state what resources are needed):

Block Captain: _____ Block #: _____ Neighborhood/Ward #: _____ DATE: _____

Volunteer Name PRINT NAME	AGE if Under 16	Parental Consent if Under 16 PRINT NAME	Parental Consent if Under 16 SIGNATURE	TIME IN	TIME OUT	TOTAL TIME in minutes	Type of Emergency Work: DEBRIS CLEARING (A) PROTECTIVE MEASURES (B)

For tonight, make up numbers (in MINUTES) for THIS column only and tally them at the bottom of the page.



Block Captain: _____

Block #: _____

Neighborhood/Ward #: _____

DATE: _____

Volunteer Name PRINT NAME	AGE if Under 16	Parental Consent if Under 16 PRINT NAME	Parental Consent if Under 16 SIGNATURE	TIME IN	TIME OUT	TOTAL TIME in minutes	Type of Emergency Work: DEBRIS CLEARING (A) PROTECTIVE MEASURES (B)

VOLUNTEER TRACKING SHEET

Total Volunteer Minutes on This Page _____