Prevention Pre-Deployment Check List

Pre-Deployment call with the Team

- ✓ Are you financially able to deploy?
    - o Credit card for Hotel, Rental Car, Fuel, Food
- ✓ Supervisor's approval/ Rostered?
- ✓ 14-day or 21-day deployment

Pre-Deployment call with Host Agency and Team

1. Who is the Point of Contact?
    a. Name, number and e-mail
2. Is there a Declaration of Authority in place?
    a. Budget
3. What are the main concerns from the host agency?
4. Size of team
    a. Trainees?
    b. Virtual personnel?
5. Internet connections at the host office
    a. Can we get on the system?
    b. Work from hotel?
6. Recommended hotels in area.
7. Special needs
    a. Rental vehicle- car or SUV/Pick up with clearance
    b. Radios
    c. Translator
    d. Uniforms vs. polo shirts/jeans – Nomex
    e. Covid protocols
8. Smokey Materials on hand
    a. Can an order be placed before team deploys?

On-site meeting with Host

1. Keys/Code to office
2. Contact list
   a. PAO
   b. Office personnel
   c. Outlaying offices
   d. Dispatch
   e. Procurement & credit card
3. Reports/ Talking Points
   a. Who authorizes Daily/Comms/Closing Report?
   b. Contact list for reports
4. Partnerships
   a. Local Fire Departments
   b. Military
   c. Native American
5. Media contacts
   a. Local media
   b. Social media
6. Areas of concern
   a. No go zones/off limits
   b. Nomex vs. polo shirts
   c. Political
7. Fire Restrictions
8. Questions to the Team