

OPERATIONS SECTION CHIEF CHECKLIST

OPERATIONS SECTION CHIEF – During an Incident, complete this form as you implement assigned tasks.

Your name _____ Date _____ Time _____

Check-in to IC: complete _____ delayed _____ unable _____

Strategy: Evacuate Building _____ Evacuate and close campus _____

Shelter in place _____ Lockdown _____ Other _____

Divisions or Buildings Affected: All _____

List

| Division | Areas | Supervisor Activated / Informed | First Report | Second Report | Other |
|-----------------------|--|---------------------------------|--------------|---------------|-------|
| West | Angst Hall Lewis Hall Reeves Hall Hodson Hall Tarro Theater Rutledge Hse Parker Hse Davidson Hse Int'l Modular | | | | |
| North | Nelson Diesel Building Diesel / T-D Mod Roberts Hall Maintenance Fieldhouse Duvall Pavilion D Modular Fire Tower Campus View | | | | |
| East | Library Campus Ctr Ford Hall Offc Modulars Annex | | | | |
| Other Facility | McIntyre Hall Playfields Fam Learn Ctr Church Bldg Chinook Skills Center BRC | | | | |