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Civil Engineer

DISASTER PREPAREDNESS



COMPLIANCE WITH THIS PUBLICATION IS MANDATORY

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AFI 32-4001, 1 May 1998, is supplemented as follows:

This Instruction implements AFD 32-40, *Disaster Preparedness*; AFI 32-4001, *Disaster Preparedness Planning and Operations*; AFI 32-4002, *Hazardous Materials Emergency Planning and Response Program*; AFI 32-4007, *Camouflage, Concealment and Deception*, AFMAN 32-4004, *Emergency Response Operations*; and AFMAN 32-4005, *Personnel Protection and Attack Actions*. It provides guidance and requirements to Vandenberg AFB organizations for the management of unit disaster preparedness programs. This instruction applies to all organizations assigned to Vandenberg AFB. Attachment 1 lists references, abbreviations, and acronyms. The Paperwork Reduction Act of 1974 as amended in 1996 and AFI 37-160, Volume 8, *The Air Force Publications and Forms Management—Developing and Processing Forms*, affects this publication.

SUMMARY OF REVISIONS

This revision reidentifies responsibilities, unit designation changes and reorganization; specifies new shelter management responsibilities and cites current Air Force directives implementing the disaster preparedness program. It establishes and streamlines the self-inspection checklists for evaluating unit programs. Paragraphs in this supplement are aligned with AFI 32-4001 and AFSPCI 32-400101. A (**Added**) indicates a revision or new information from the previous edition. The revision of this publication includes the format standards required by the Air Force. Some required format changes have been made to allow for the conversion process.

- 1.11. The Commander, 30th Space Wing (30 SW/CC) chairs the Installation Readiness Council.
- 1.11.2. The Commander, 30th Support Group (30 SPTG/CC) is the on-scene commander (OSC) for all disaster situations. The OSC appoints deputy on-scene commanders.
- 1.13. Wing staff agencies, groups, squadrons, tenants and detachments commanders manage the disaster preparedness programs according to this instruction and higher headquarters directions. All organizations

assigned to Vandenberg AFB will provide support to the installation disaster preparedness program. Unit commanders will ensure unit disaster preparedness programs are established within their area of responsibility.

1.13.1. All squadrons will designate a primary and alternate unit disaster preparedness representative (DPR) to receive and disseminate disaster information throughout their unit. DPR's should be senior non-commissioned officers (SNCO) or officers. Appointment memorandums will be sent to 30 CES/CEX and updated as changes to personnel occur.

1.13.1.1. (Added) Organizations that are not specifically tasked for contingency response and base recovery operations, or have a small number of personnel assigned, may consolidate two or more squadron programs into a single program (example: 381st Training Group).

Table 1.1. (Added) Disaster Preparedness Programs

UNITS

30 SW	CP, CPTS, HC, HO, CVI, JA, PA, SE, XPO
30 OG	OSS, RANS, WS, 76 HF
2 SLS	2 SLS
30 LG	CONS, SUPF, MXS
30 TRNS	30 TRNS
30 SPTG	MSS
30 CES	30 CES
30 CS	30 CS
30 SVS	30 SVS
30 SFS	30 SFS
30 MDG	30 MDG
14 AF	14 AF
576 FLTS	576 FLTS, AFOTEC
381 TRG	381 TSS, 392 TRS, 532 TRS, 533 TRS, 534 TRS
DET 1, 22 SOPS	DET 1, 22 SOPS (VTS)
DET 9, SMC	DET 9, SMC

1.13.1.2. All 30 SW staff agencies (CP, Public Affairs (PA), Judge Advocate (JA), Plans (XP), etc.) will be consolidated to form a single unit disaster preparedness program under the direction of the 30 SW/CV.

1.13.1.3. Establish procedures to manage the planning, training, and operations of the units disaster control group representative, shelter management team, contamination control team, unit control center, and deployment and contingency equipment as required.

1.13.1.4. Unit commanders must ensure personnel requiring DP training are scheduled and attend. Scheduling functions will be accomplished by unit training monitors or the unit DPR.

1.13.1.5. The scheduler will submit an AF Form 2426, **Training Request and Completion Notification**, or an automated product to 30 CES/CEX not later than five duty days prior to class start dates. Cancellations

tions or substitutions may be done by phone (6-4021) or FAX (6-1750) no later than one duty day prior to class date.

1.13.1.6. Submit an appointment letter when changes occur to personnel assigned to disaster preparedness teams and positions. Include name, rank, office symbol, and phone numbers.

1.13.1.7. Conduct an annual self-inspection using the self-inspection checklist (**Attachment 2**). Record open discrepancies on appropriate forms and forward a copy to 30 CES/CEX.

1.13.2. Staff Assistance Visits will be provided to any unit program upon request from the unit commander.

1.13.3. Develop checklists supporting each Annex to 30 SW OPLAN 32-1, Disaster Preparedness Operations. Checklists must be completed within 60 days of a change or revision and coordinated with 30 CES/CEX prior to use.

1.13.6. 30 SPTG, 30 OG, 30 SFS, 30 CES, 30 CS, 2 SLS, 30 MDG, 30 SVS, 30 MSS, 576 FLTS, and 381 TRG are tasked as shelter OPRs for one or more shelters.

1.13.6.1. (Added) Units tasked as shelter management offices of primary responsibility (OPR) will form teams from existing military or essential civilian personnel.

1.13.6.2. (Added) Each tasked shelter OPR will ensure availability of shelter supplies, plans, checklists, stocking procedures, and any other item necessary to activate and operate their shelter when the need arises.

1.13.9.1. 30 CES and 30 TRANS will form contamination control teams (CCT). 30 CES/CEF HAZMAT team will accomplish medical personnel decontamination. These teams are responsible for radiological decontamination and will be manned to provide 24-hour operations. Two non-commissioned officers (NCO) will be appointed as primary and alternate team chiefs. Team chiefs will train additional members and manage the unit CCT program.

1.13.12. (Added) All organizations will appoint two representatives to the EET. Commanders and staff agencies may assign additional members if they feel more are required for their unit. These appointees must have expertise in the unit's functional areas. Forward appointment memorandum through 30 SW/CVI, 747 Nebraska Ave., Suite A200-1, Vandenberg AFB CA 93437-6261 to 30 CES/CEX Readiness Flight.

1.13.12.1. EET members attend pre-exercise meetings to develop the Base exercises. EET's build exercise scenarios by using the general objectives provided by 30 SW/CVI. Additionally, EET's introduce events that either enhance the exercise and/or are required by their unit's annual training requirements.

1.13.13. Organize a unit Information Program with material provided by the 30 CES/CEX Readiness Flight to include the following:

Within 30 days of arrival, brief new personnel on specific contingency programs such as shelter locations, deployment procedures, unit contingency response requirements, recall procedures, local hazards, etc.

Provide annual refresher training on local major accident threats, shelter assignment, warning and notification system, unit and individual disaster response procedures, and responsibility to inform family members on disaster preparedness issues.

2.1.1.1. Use AFMAN 32-4005 and the Vandenberg AFB shelter management guide as guidance to plan for shelter operations.

2.4.1. (Added) The 30th Civil Engineer Squadron Readiness Flight Chief is the Vandenberg AFB HAZMAT Program Manager.

2.4.2. (Added) The Vandenberg HAZMAT Planning Team will establish and maintain an installation HAZMAT program that meets the requirements of AFI 32-4002, as well as Federal and State requirements.

2.4.2.1. The HAZMAT planning team will be comprised of representatives from Civil Engineer Readiness, Environmental, and Fire Protection Flights; Bio-Environmental Engineer, Security Forces, Safety, and Staff Judge Advocate. Additional members may attend meetings as determined by the HAZMAT Program Manager. Planning team members should be department heads and/or have experience in local, state, and federal environmental regulations and procedures.

2.4.2.2. When trained by certified HAZMAT instructors and properly equipped, CCT teams may be used for peacetime HAZMAT cleanup operations.

2.4.2.3. Unit must plan, budget, and equip CCT teams to meet the minimum equipment requirements listed in AFMAN 32-4004.

2.5. Each organization with a deployment UTC will develop a CCD program according to AFI 32-4007.

3.2.4. Develop a shelter management kit per AFMAN 32-4005, attachment 2 to include:

Floor plan identifying preplanned areas.

Base grid map with key facilities and phone numbers indicated.

Shelter team identification badges.

Shelter signs.

Shelter plans and operational checklists.

NOTE:

Each shelter OPR will store the above items at the Readiness Flight (30 CES/CEX) Bldg. 11165, 1172 Iceland Ave., Vandenberg AFB CA 93437-6011. The Readiness Flight will maintain shelter management administrative kits for issue during training and upon shelter activation.

3.2.4.1. (Added) Shelter OPRs should plan for, but not maintain in the shelter kit, expendable, cleaning, administrative items, etc. Shelter activation checklists must indicate how and where these items will be obtained.

3.2.4.2. (Added) Supplies maintained at the shelter will be inventoried and inspected for serviceability annually by the shelter management team.

4.2. 30 SW OPLAN 32-1 provides guidance for establishing the Vandenberg AFB Disaster Response Force (DRF). The DRF consists of the Disaster Control Group, the Command Post, specified unit control centers, and specialized teams (contamination control, shelter management, and disaster preparedness support team). DRF elements will be equipped according to AFMAN 32-4004, and AFMAN 32-4005.

4.2.1. (Added) The Disaster Preparedness Support Team (DPST) will be formed from base personnel resources through the Resource Augmentation Duty (READY) Board. Eight team members are required. All team members must meet duty profile outlined in AFMAN 32-4004. This team will be scheduled,

trained, and equipped by 30 CES/CEX. When recalled, DPST members' primary duty will be with the 30 CES Readiness Flight in support of disaster response actions.

4.2.2. (Added) The Disaster Control Group consists of three elements: Initial Response Element (IRE), Follow on Element (FOE), and Stand-by Element. This force consists of representatives listed in **Table 4.1**. Primary DCG representatives should be organization commanders or chiefs; alternates should be functional experts delegated the same authority as the primary representative.

4.2.2.1. The IRE responds immediately and performs life-saving, fire suppression, containment actions, and emergency evacuation of personnel or equipment from the accident site.

4.2.2.2. The FOE advises and assists the OSC in controlling and recovering from the situation.

4.2.2.3. Representatives identified in **Table 4.1** as stand-by organizations should be prepared to respond when requested by the OSC.

4.2.2.4. Each organization with DCG members will maintain a response kit equipped with appropriate items for field, foul weather, and night operations. As a minimum, DCG members will have checklists supporting major accidents and natural disasters, crash/grid map with overlay, flashlight, a reflective vest which identifies their agency and an emergency life support apparatus (ELSA) bottle. DCG members will develop checklists ensuring minimum requirements listed in AFMAN 32-4004, 30 SW OPLAN 32-1, *Disaster Preparedness Operations Plan* and 30 SW OPLAN 32-4002, *Hazardous Materials (HAZMAT) Emergency Response Plan*, are included. Checklists should be expanded to include Vandenberg specific procedures, phone and building numbers as appropriate.

4.2.3. (Added) Unit control centers on Vandenberg AFB are required to support the DCG and launch operations. Specific control centers are listed in 30 SW OPLAN 32-1

4.2.3.1. Each unit control center will maintain and prepare for the following:

All equipment required to adequately operate the UCC to include communications, and area of responsibility maps as well as base grid maps with unit facilities highlighted. List primary and alternate telephone numbers.

Maintain checklists based upon minimum requirements identified in AFMAN 32-4004, **attachment 2**, checklist No. 1.21. and 30 SW OPLAN 32-1. Checklists are required for major accident response, natural disasters, and attack response procedures.

Recall rosters for total unit recall and specialized teams (DCG, contamination control, HAZMAT, shelter management).

Control centers should establish primary and backup communications systems for DCG contact.

Each control center requires an alternate location. A mutually agreed upon location will be coordinated with the owning organization. Relocation procedures must be developed.

Emergency power and lighting plans should be developed.

Table 4.1. DISASTER CONTROL GROUP

INITIAL RESPONSE ELEMENT	ORGANIZATION
On-Scene Commander (OSC)	30 SPTG/CC*
Medical	30 MDG/SG*
Fire Department	30 CES/CEF*
Readiness/Mobile Command Post	30 CES/CEX*
Security Forces	30 SFS*
Bio-Environmental Engineer	30 AMDS/SGPB*
VAFB FOLLOW-ON ELEMENT	ORGANIZATION
Civil Engineer	30 CES*
Civil Engineer Environmental Flight	30 CES/CEV
Explosive Ordnance Disposal	30 CES/CED*
Public Affairs	30 SW/PA
Chaplain	30 SW/HC
Safety	30 SW/SE*
Mortuary Affairs	30 SVS
Legal	30 SW/JA
Communications	30 CS
Conventional Fuels	30 SUPF/LGSF
Unconventional Fuels	Contracted
Transportation	30 TRNS*
Alert Photographer and/or Audio Visual Documentation Team	30 CS/SC
VAFB STAND-BY ELEMENT	ORGANIZATION
Contracting	30 CONS
576th FLTS	576th FLTS
Base Operations	30 OSS/OSA
Weather	30 WS
Frontier Control	30 RANS
Finance	30 CPTS

* Identifies those agencies that are Launch Disaster Control Group (LDCG) members.

5.1.2. Safety is everybody's responsibility. EET members must be aware of recognizing hazards and unsafe acts. Action to stop an unsafe act, or the exercise, will be taken immediately when necessary.

5.4. The Chief, Exercise Evaluation Team (30 SW/CV) evaluates disaster response capabilities and is the program facilitator/manager.

- 5.4.1. EET members are required to submit a written report of their observations to 30 SW/CVI after the completion of the exercise.
- 5.4.2. During exercises, EET's will evaluate their own functional areas and record any problems that may occur.
- 5.4.4. EET's will ensure scenarios are realistic, plausible, and feasible.
 - 5.4.4.1. (Added) 30 SW/CVI will coordinate and resolve any conflicting events.
- 5.4.5. All aspects of the exercise will be kept in strict confidence and divulged only when approved by 30 SW/CVI.
- 5.4.8. 30 SW/CVI will compile all exercise data for the exercise report and will sign the report.
 - 5.4.8.1. (Added) 30 SW/CVI will conduct an after exercise "hot-wash" with the EET to determine if the exercise objectives were met and discuss any problem areas.
- 5.4.10. EET members will discuss any problems noted within their functional areas with their unit. EET members should monitor these issues to ensure they are addressed and resolved within their units.
- 6.4.1. The Civil Engineer Readiness Flight provides initial and refresher training for all courses listed in table 6.1.
- 6.4.2. The Readiness Flight will publish an annual training calendar. Schedule training based on frequency requirements listed in **Table 6.1**. Training should be evenly scheduled throughout the year.
 - 6.4.2.1. (Added) DPR, DCG, and EET training can be scheduled on a one-on-one basis.
- 6.8. 30 CES/CEX will provide train-the-trainer training to all unit CCD program representatives.

Table 6.1. 30 CES Readiness Flight Training

Course	Audience	Course Duration	Remarks
Disaster Preparedness Support Team	Personnel assigned by READY Board	12 Hrs	
Shelter Management	Each shelter OPR will appoint four personnel, two will be SNCO's	7 Hrs	Personnel will receive familiarization training upon appointment. Radiological training will be conducted upon an increase in the alert posture.
Contamination Control Team	Commander Appointed Team Chiefs must be at least SSgt	4 Hrs	Team Chiefs only. Semi-annual refresher training conducted during in-house training with entire team.
Chemical Warfare Defense Training	Personnel assigned to mobility and their alternates	Initial 6 Hrs Ref 4 Hrs	Initial training within 90 days of assignment to a mobility position. Three-hour refresher training is annually.
Disaster Control Group	DCG positions are job specific and identified in 30 SW OPLAN 32-1	4 Hrs	Initial classroom training. Annual refresher credit given for exercise participation. HAZMAT awareness training required for DCG members.
DP Unit Reps	Commander Appointed	2 Hrs	Initial training may be one-on-one. No refresher training requirements.
Exercise Evaluation Team	EET members	2 Hrs	Team members receive general disaster response training for use in evaluating their functional area.
Base Populace	All military and civilian assigned	30 Min	Video format. Shown at Newcomers Orientation and periodically on the commanders' channel.
Explosive Ordnance Recon	Personnel assigned to mobility and their alternates	30 Min	Conducted as part of Chemical Warfare Defense Training.
HAZMAT	IAW AFI 32-4002	Based on Level	See Table 4.1. HAZMAT Emergency Response Training Requirements in AFI 32-4002.
Camouflage, Concealment and Deception	Commander Appointed		Train-the-Trainer course for unit CCD instructors.

NOTES:

1. Personnel attending chemical warfare defense training classes will bring their complete training ensemble and operational protective mask with eye glass inserts if needed.

2. Shelter management teams will be briefed by CES Readiness on response procedures and shelter kit composition upon team appointment. Formal training will be conducted when directed by the wing commander in response to an increase in alert posture.

Attachment 1**GLOSSARY OF REFERENCES, ABBREVIATIONS, AND ACRONYMS*****Reference***

AFPD 32-40, *Disaster Preparedness*

AFI 32-4001, *Disaster Preparedness Planning and Operations*

AFI 32-4002, *Hazardous Materials Emergency Planning and Response Program*

AFI 32-4007, *Camouflage, Concealment and Deception*

AFMAN 32-4004, *Emergency Response Operations*

AFMAN 32-4005, *Personnel Protection and Attack Actions*

Abbreviations and Acronyms

CCD—Camouflage Concealment and Deception

CCT—Contamination Control Team

CP—Command Post

DCG—Disaster Control Group

DPR—Disaster Preparedness Representative

DPST—Disaster Preparedness Support Team

DRF—Disaster Response Force

EET—Exercise Evaluation Team

FOE—Follow-on Element

HAZMAT—Hazardous Materials

IAW—In accordance with

IRE—Initial Response Force

LDCG—Launch Disaster Control Group

OPR—Office of Primary Responsibility

OSC—On-Scene-Commander

PA—Public Affairs

SNCO—Senior Non-Commissioned Officer

UTC—Unit Type Code

XP—30 SW Plans

Attachment 2

SELF-INSPECTION CHECKLIST

ALL PURPOSE CHECKLIST		PAGE 1 OF 5 PAGES		
TITLE/SUBJECT/ACTIVITY/FUNCTIONAL AREA		OPR	DATE	
UNIT DISASTER PREPAREDNESS PROGRAM AFI 32-4001/30 SW/1		CEX		
NO.	ITEM <i>(Assign a paragraph number to each item. Draw a horizontal line between each major paragraph)</i>	YES	NO	N/A
	<p>SECTION I: Unit Program Requirement</p> <p><u>Exercise Evaluation Team Support Procedures</u></p> <p>1.1. Are at least two people appointed to fulfill EET duties?</p> <p>1.2. Have appointed personnel received required training?</p> <p>1.3. Have Contamination Control Team Evaluators received specialized team training?</p> <p>1.4. Have current evaluation checklists been provided to 30 SW/CVI?</p> <p>1.5. Are Exercise Evaluation Team report replies sent to 30 SW/CVI within 10 days of the report date and a courtesy copy sent to 30 CES/CEX?</p> <p><u>Disaster Control Group Support Procedures</u></p> <p>1.6. The following unit programs must complete SECTION II: 30 SW 30 MDG 30 LG 30 SVS 30 CES 30 SFS 30 CS 576 FLTS 30 SPTG 30 OG 30 CONS 30 CPTS</p> <p><u>Specialized Team Procedures</u>, DP ST, Contamination Control, Shelter Management</p> <p>1.7. Are taskings established by the Resource Augmentation Duty (READY) met?</p> <p>1.8. Are Disaster Preparedness Support Team: Tasked ____ Assigned ____ 30 MXS, 30 CONS, 2 SLS, 576 FLTS</p> <p>1.9. Are taskings established by 30 SW OPLAN 32-1 met? Contamination Control Team Tasked ____ Assigned ____ 30 CES, 30 TRNS, 30 CES/CEF Shelter Management Team: Tasked ____ Assigned ____ 30 OG, 30 LG, 30 SFS, 30 CS, 30 MDG, 381 TRG, 30 CES, 30 SPTG, 576 FLTS, 2 SLS, 30 SVS, 30 MSS</p> <p>1.10. Do specialized team members have conflicting emergency or deployment duties?</p> <p>1.11. Are team recall rosters available in the unit control center?</p> <p>1.12. When a team member is removed, is the CES Readiness Flight notified immediately and a replacement scheduled for training?</p> <p><u>Status of Previously Identified Discrepancies</u></p> <p>1.13. Is corrective action initiated on all discrepancies noted during Staff Assistance Visits, Exercise Evaluation Team reports, Air Force Audit Agency reports, and Higher Headquarters Inspections?</p>			

NO.	ITEM <i>(Assign a paragraph number to each item. Draw a horizontal line between each major paragraph)</i>	YES	NO	N/A
<u>Disaster Preparedness Planning</u>				
1.14.	Is 30 SW OPLAN 32-1 reviewed annually to ensure specific unit taskings and requirements are current?			
1.15.	Are Emergency planning requirements that require coordination with another base organization coordinated and validated annually (such as using another units building as an alternate control center)?			
1.16.	Have unit checklists supporting 30 SW OPLAN 32-1 been developed?			
Major Peacetime Accidents				
Natural disasters				
Military Support to Civil Defense				
Enemy Attack				
1.17.	Are checklists coordinated through the CES Readiness Flight prior to publication?			
1.18.	Have the checklists been reviewed for currency within the past 12 months?			
<u>Training</u>				
1.19.	Has a unit scheduler been designated and a memorandum of appointment sent to 30 CES/CEX?			
1.20.	Have all personnel with disaster preparedness duties attended training?			
1.21.	Does the unit maintain training documentation for Chemical Warfare Defense; Contamination Control Team; Camouflage, Concealment and Deception; and Shelter Management training class dates?			
<u>Unit Information Program</u>				
1.22.	Has a unit disaster preparedness information training program been established and is training being conducted and documented at least annually?			
1.23.	Are all new personnel briefed on unit disaster response procedures, shelter assignments, specialized team assignments, and exercise procedures within 30 days of their arrival?			
1.24.	Are required annual training topics disseminated to all personnel?			
1.25.	Are unit bulletin boards used to display disaster preparedness information and visual aids: AFVAs 32-4011, Standardized Alarm Signals (NBCC HTA), 32-4010, Standardized Alarm Signals (CONUS), 30 CES/CEX VA, Unit Representative, and 30 CES/CEX VA Shelter Assignment?			
1.26.	Does the unit conduct and document individual Chemical Warfare Defense Task and CCD training for deployable personnel?			
1.27.	If your unit is a shelter OPR complete SECTION IV.			

NO.	ITEM <i>(Assign paragraph number to each item. Draw a horizontal line between each major paragraph)</i>	YES	NO	N/A
	<p><u>Unit Control Center Procedures</u></p> <p>1.28. All units that are tasked in 30 SW OPLAN 32-1, page 3, to maintain a unit control center must complete SECTION VI.</p> <p><u>Specialized Disaster Preparedness and NBC Related Equipment</u></p> <p>1.29. Units with Contamination Control Teams complete SECTION III.</p> <p>1.30. Units with Chemical/Biological Warfare Defense Equipment complete SECTION V.</p> <p><u>Disaster Preparedness Program Self-Inspection</u></p> <p>1.31. Are self-inspections being accomplished and results documented?</p> <p>1.32. Are open discrepancies which need assistance to resolve forwarded to 30 CES/CEX?</p> <p><u>Special Interest Items</u></p> <p>1.33. Is a unit disaster preparedness representative at least a senior NCO?</p> <p>1.34. Do unit recall rosters include communications out procedures?</p> <p>1.35. Is a semi-annual unit disaster preparedness report submitted to 30 CES/CEX in January and July?</p> <p>SECTION II: Disaster Control Group</p> <p>2.1. Is the organization commander or chief appointed as the primary representative and trained?</p> <p>2.2. Has an alternate been appointed and trained?</p> <p>2.3. Has each DCG member participated in at least one exercise annually?</p> <p>2.4. Do DCG checklists cover all assigned tasks as outlined in 30 SW OPLAN 32-1 and the unit's directives?</p> <p>2.5. Were the checklists coordinated through 30 CES/CEX?</p> <p>2.6. Do DCG members have a DCG response kit to include the following items as a minimum?</p> <p> Checklists</p> <p> Flashlights</p> <p> Base Grid Map</p> <p> Reflective Vest, ELSA bottle</p> <p> Administrative Items</p> <p> Communication Equipment</p> <p>2.7. Are the response kit and checklists readily available?</p> <p>2.8. Does member require HAZMAT training, and is training complete?</p>			

NO.	ITBI <i>(Assign paragraph number to each item. Draw a horizontal line between each major paragraph)</i>	YES	NO	N/A
	<p>SECTION III: Contamination Control Teams</p> <p>3.1. Are the Team Chief and assistant at least senior NCO's?</p> <p>3.2. Have they been trained?</p> <p>3.3. Are checklists maintained detailing how procedures will be performed and equipment maintained?</p> <p>3.4. Does the team maintain adequate equipment and materials to support operations?</p> <p>3.5. Are technical orders for required equipment available?</p> <p>3.6. Is equipment properly maintained according to appropriate technical orders?</p> <p>3.7. Is training equipment stored separately from operational equipment?</p> <p>3.8. Are Spare parts available for protective masks?</p> <p>SECTION IV: Shelter Management Teams</p> <p>4.1. Is the shelter properly marked?</p> <p>4.2. Are shelter stocking instructions available?</p> <p>4.3. Have shelter checklists been developed?</p> <p>4.4. Does the shelter have adequate communications with the Survival Recovery Center, Contingency Support Staff, their unit control center, and the CES Damage Control Center?</p> <p>4.5. Does the shelter floor plan identify the following areas:</p> <ul style="list-style-type: none"> Utility cutoff points Decontamination area Entrance/Exit Operating locations within the shelter Fire Suppression systems/locations Dosimeter placement plan <p>4.6. Is there a grid map with the base hospital, shelters, unit control centers, and key telephone numbers indicated?</p> <p>4.7. Are the following publications available?</p> <ul style="list-style-type: none"> AFMAN 32-4005, Personnel Protection and Attack Actions 30 SW OPLAN 32-1, Disaster Preparedness Operations 30 SW Shelter Management Guide 			

NO.	ITEM <i>(Assign a paragraph number to each item. Draw a horizontal line between each major)</i>	YES	NO	N/A
	<p>SECTION V: Chemical/Biological Warfare Defense Equipment</p> <p>5.1. Are the minimum equipment requirements in AFI 32-4001 being met?</p> <p>5.2. Is storage and maintenance being accomplished IAW the appropriate Technical Order?</p> <p>5.3. Are deployment bags marked to identify the unit?</p> <p>5.4. Are the following technical orders available/current?</p> <p>11D1-1-111</p> <p>11H2-14-5-1</p> <p>11H2-2-21</p> <p>14P3-1-141</p> <p>14P4-1-151</p> <p>14P4-9-31</p> <p>14P4-15-1</p> <p>SECTION VI: Unit Control Center</p> <p>6.1. Is the control center capable of being operated on a 24 hour basis?</p> <p>6.2. Are the following items available inside the control center?</p> <p>30 SW OPLAN 32-1 and other Contingency response plans as required.</p> <p>Unit checklists for Major Accidents, Natural Disasters, and Enemy Attack.</p> <p>Supporting checklists for other contingencies as required by other plans.</p> <p>Recall rosters for the entire unit, specialized teams, and DCG members.</p> <p>Current base grid map with all unit buildings highlighted and phone numbers listed.</p> <p>Log of Events.</p> <p>Appropriate and sufficient communications</p> <p>6.3. Has an alternate location been identified and its use coordinated with the owning agency?</p> <p>6.4. Is emergency power available?</p>			

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