**Gaston County Emergency Operation Center (EOC)**

Checklist for: **Fire – Rescue Coordinator Seat**

In support of an incident or event at either Catawba or McGuire Nuclear Stations, the following items are listed to ensure that items are review to be acted on if needed. This list is not solely the only actions that may need to be taken and any other additional items not listed may be added to the appropriate section in this checklist.

On each line item, write in the 3 initials of the person reporting action and the time in the appropriate slot for that item.

# Unusual Event Status Notification

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| --- | --- | --- | --- |
| Item | Yes | No | Time |
| EOC not activated at this level |  |  |  |
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| *NOTES or Additional Listed Items:* |  |  |  |
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Fire main role is to provide support back-up route notification, working with the Sheriff Office. Other possible functions will be to assist in clearing of roads and moving of personnel and equipment.

# Alert Status Notification

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| Item | Yes | No | Time |
| Have radio monitoring of fire channel available |  |  |  |
| Review Guidelines section for County Fire duties and assignments |  |  |  |
| Place fire departments assigned duties in plan on Stand-By status:  Catawba:  New Hope VFD  Southpoint VFD  Union Road VFD  McGuire:  Alexis VFD  East Gaston VFD  Lucia Riverbend VFD  Mt. Holly Fire  Stanley Fire |  |  |  |
| Item | Yes | No | Time |
| Advise all fire departments of Staging Area location |  |  |  |
| Coordinate activities with Warning Coordinator in the EOC |  |  |  |
| Make arrangement for movement of radiation equipment trailers. There are 2 trailers and set up to go to sites:  Reception Center – RAD # 1  Emergency Worker Decon – RAD # 3 |  |  |  |
| Ensure that TLDs and KI supplies are moved from the storage closet and taken with trailers as needed to sites. |  |  |  |
| Have fire departments to review protective actions for personnel and also use of dosimeters and KI |  |  |  |
| Advise all departments of message to be read on back up alerting and directions to follows. Procedures are in guidance. |  |  |  |
| Advise all departments that work in field to go to Emergency Worker Decon once finished: |  |  |  |
| Advise fire departments of Action Levels to monitor for and report back to EOC if found:  Report Value – 1 Rem  Turn Back Value – 5 Rem  Life Saving Value – 25 Rem |  |  |  |
| Advise the Warning Coordinator if any departments unable to cover assignment |  |  |  |
| *NOTES or Additional Listed Items:* |  |  |  |
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# Site Area Status Notification

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| --- | --- | --- | --- |
| Item | Yes | No | Time |
| Sirens required to be sounded by 911 Warning Point at this level – Check with Warning Coordinator for status of all sirens |  |  |  |
| If any sirens fails, coordinate with Warning Coordinator of area that needs to have department to cover |  |  |  |
| If needed to assist, advise fire department of assigned area of area and or routes to be covered and remind of message and procedures to be followed. |  |  |  |
| Have each fire unit to check in when enroute, beginning route and update status broad with times |  |  |  |
| Have each fire unit to check in when route completed and update status board. |  |  |  |
| Have all units to go to Emergency Worker Decon site once assignment completed |  |  |  |
| Monitor status of units in field and report any issues or problems to the Warning Coordinator |  |  |  |
| Advise Warning Coordinator when all routes completed |  |  |  |
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| *NOTES or Additional Listed Items:* |  |  |  |
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## General Emergency Status Notification

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| Item | Yes | No | Time |
| Sirens required to be sounded by 911 Warning Point at this level – Check with Warning Coordinator for status of all sirens |  |  |  |
| If any sirens fails, coordinate with Warning Coordinator of area that needs to have department to cover |  |  |  |
| If needed to assist, advise fire department of assigned area of area and or routes to be covered and remind of message and procedures to be followed. |  |  |  |
| Have each fire unit to check in when enroute, beginning route and update status broad with times |  |  |  |
| Have each fire unit to check in when route completed and update status board. |  |  |  |
| Have all units to go to Emergency Worker Decon site once assignment completed |  |  |  |
| Monitor status of units in field and report any issues or problems to the Warning Coordinator |  |  |  |
| Advise Warning Coordinator when all routes completed |  |  |  |
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| *NOTES or Additional Listed Items:* |  |  |  |
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