



North Valley Animal Disaster Group Standard Operating Guidelines

Title: EVACUATION TEAM LEADER

Objective: Provide guidelines for the responsibility of the Evacuation Leader during non-deployment periods

Description:

There will be an Evacuation Team Leader who is appointed by the Executive Director. They will have responsibilities ONLY during non-deployment periods. This is not to be confused with the ICS Position of Evacuation Team Leader during a deployment. The Evacuation Team Leader appointed by the Executive Director may, or may not, be the Evacuation Team Leader during a deployment.

Responsibilities of the Evacuation Team Leader during non-deployment periods:

- Organize and schedule specific evacuation training classes and exercises
- Working with Better Impact personnel, assure that Evacuation Team personnel certifications are accurate.
- Keep the Executive Director updated on any issues.

Responsibilities of the Evacuation Team Leader during deployment periods:

- At the beginning of an incident, the Evacuation Team Leader will organize teams.
- Team assignments will be given through Dispatch – not the Evacuation Leader.
- Once things are up and running, the Evacuation Team Leader position may be dissolved, and they may be reassigned to the field.

Related Documents Attached: n/a

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