

## Task Force/Strike Team Leader Mobilization Checklist #3

### FOR **DEMOBILIZING** THE TASK FORCE/STRIKE TEAM

- Ensure all damage claims have been reported to Division/Group Supervisor (DIVS) and documented appropriately.
- Each apparatus operator must complete Incident Demobilization Vehicle Safety Inspection Form. Any failed items must be reported to DIVS.
- Ensure all ICS-214s (Unit Logs) have been given to DIVS.
- Ensure the return of all borrowed equipment and resources to the appropriate party.
- Complete evaluations for all resources assigned to you.
- Receive evaluation from DIVS.
- Complete Task Force After Action Review.
- Ensure all personnel have sufficient rest prior to demobilization.
- Make sure all apparatus are fully fueled.
- Brief all personnel on travel route, communications en route, pre-determined fuel or rest stops, safety issues, and second-in-command.
- Check out with the Resource Unit Leader (RESL). Provide RESL with Demobilization Vehicle Safety Inspection Forms, evaluations, Task Force After Action Review Form, and any other documentation you have. **RESL must sign all Manifests and return hard cards.**
- Advise the AOC of departure time and ETA. (503-373-0001)
- Advise the AOC and your Fire Defense Board Chief of arrival. (503-373-0001)
- Each apparatus must record their in-station time on their Manifest.

**“How can we accomplish this task while minimizing human contact or contact where humans have recently been?”**

