



# Tropical Storm Helene PinCo ACS Incident Action Plan (IAP)

Operational Period 2  
0700 September 26<sup>th</sup>, 2024 – 0700 September 27<sup>th</sup>, 2024  
Rev -



# INCIDENT OBJECTIVES (ICS 202)

## 1. Incident Name:

2024 - TS Helene

## 2. Operational Period: Date From: 09/26/2024 Date To: 09/27/2024

Time From: 0700

Time To: 0700

## 3. Objective(s):

### PinCo ACS Leadership Team

- Within 30-minutes of Pinellas County (PinCo) Emergency Management requesting ACS Activation:
  - Activate Pinellas ACS to Level 1 and notify ACS membership of activation.
  - Prioritize and assign available ACS resources to the EOC Radio Room, evacuation shelter, and critical infrastructure sites identified by PinCo Emergency Management.
  - Order assigned resources deployed.

### PinCo EOC Radio Room Team

- When notified that the ACS EOC Radio Room team has been activated:
  - Assemble personal Go-kit, deploy to the EOC, and arrive 15-minutes prior to the start of the assigned operational period.
  - Within 30-minutes of arrival at the EOC:
    - Establish and maintain communications with Pinellas County municipalities, partner agencies, and the state of Florida EOC as required to meet mission requirements.
    - Distribute communications equipment to ACS Comm Teams, as required, to support mission requirements. Maintain an accurate record of all issued equipment.
    - Establish amateur radio communications with each deployed ACS Comm Team. Maintain communications throughout duration of incident.

### PinCo ACS Evacuation Shelter Comm Teams

- When notified that ACS Evacuation Shelter Comm teams have been activated:
  - Assemble personal Go-kit, deploy to the EOC to obtain communications equipment, and arrive at the assigned shelter location 15-minutes prior to the start of the assigned operational period.
  - Within 30-minutes of arrival at the assigned shelter location, establish VHF amateur radio communications with the PinCo EOC. Maintain communications throughout duration of incident.
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## 4. Operational Period Command Emphasis:

- Safely deploy ACS Comm Teams.
  - Deployed ACS members will notify the EOC via the **ACS Tactical-Resource net** when transiting between locations. Each resource will notify the EOC upon departure and arrival.
  - No ACS member is permitted to transit between locations if the measured wind speed exceeds 40 mph.
  - Roadway flooding is possible. Use extreme caution when approaching a flooded roadway. Under no circumstances are ACS members to transit through a flooded area.
  - Downed powerlines and debris may block or obstruct roadways. Use extreme caution when approaching downed power lines as they may still be energized.
- Establish communications between the Pinellas County EOC and all deployed ACS Comm Teams.

## General Situational Awareness

- Hurricane Helene is forecast to intensify and become a Category 4 hurricane Thursday afternoon.
- Hurricane Helene is scheduled to make landfall on the big bend area of Florida early Friday Morning as category 4 hurricane. a **Hurricane Watch, Tropical Storm Warning, and Storm Surge Warning** is in effect for Pinellas County.
- The most likely onset of tropical force winds within Pinellas County is forecast for early Thursday morning.
- The Pinellas County EOC is currently operating at LEVEL 1– FULL ACTIVATION.

5. Site Safety Plan Required? Yes  No

Approved Site Safety Plan(s) Located at:

6. Incident Action Plan (the items checked below are included in this Incident Action Plan):

- ICS 203
- ICS 204
- ICS 205
- ICS 205A
- ICS 206
- ICS 207
- ICS 208

- Map/Chart
  - WD4SCD Receiver Site Locations
  
- Weather Forecast /Tides /Currents

Other Attachments:

- Public Safety Complex Antenna Location

7. Prepared by: Name: **Michael H Drake** Position/Title: **PACS Training** Signature: *Michael H Drake*

8. Approved by Incident Commander: Name: \_\_\_\_\_ Signature: \_\_\_\_\_

ICS 202

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Date/Time: \_\_\_\_\_

## ASSIGNMENT LIST (ICS 204), Adapted for PinCo ACS

<b>1. Incident Name:</b> <b>2024 - TS Helene</b>		<b>2. Operational Period:</b> Date From: <b>09/26/2024</b> Date To: <b>09/27/2024</b> Time From: <b>0700</b> Time To: <b>0700</b>		<b>3.</b> <b>Branch: Logistics-Service</b>  <b>Group: PinCo ACS</b>  <b>Unit: EOC Radio Room</b>  <b>Staging Area: Pinellas County EOC</b>
<b>4. Operations Personnel:</b>		<u>Name</u>	<u>Contact Number(s)</u>	
Communications Unit Lead:		Clayton Parrott	Refer to ICS 205A	
PinCo ACS Group Supervisor:		Clayton Parrott	Refer to ICS 205A	
PinCo ACS Unit Leader:		Dave Byrum	Refer to ICS 205A	
<b>5. Resources Assigned:</b>				
Resource Identifier	Leader	# of Persons	Contact (e.g., phone, pager, radio frequency, etc.)	Reporting Location, Special Equipment and Supplies, Remarks, Notes, Information
EOC Radio Rm A	Dave Byrum	3	ACS Tactical-Resource Net	Day: 0700-1900
EOC Radio Rm B	Dave Rockwell	3	ACS Tactical-Resource Net	Night: 1900-0700
<b>6. Work Assignments:</b>				
<ul style="list-style-type: none"> <li>• Establish and maintain the <b>ACS Tactical-Resource net</b> and perform the role of net control.                             <ul style="list-style-type: none"> <li>○ Once every hour, issue a net announcement, perform a rollcall of deployed ACS teams, and request the following resources check into the net.                                     <ul style="list-style-type: none"> <li>▪ ACS resources available for deployment.</li> <li>▪ Pinellas County municipal EOCs and fire stations.</li> <li>▪ Community Emergency Response Team (CERT) units.</li> </ul> </li> <li>○ Once every two hours, request each deployed ACS team to report the status of the critical infrastructure elements listed below.                                     <ul style="list-style-type: none"> <li style="width: 33%;">• Commercial Power</li> <li style="width: 33%;">• Landline Phone</li> <li style="width: 33%;">• Air Conditioning</li> <li style="width: 33%;">• Back-up Power Generator</li> <li style="width: 33%;">• Cell Phone</li> <li style="width: 33%;">• </li> <li style="width: 33%;">• Public Water and Sewer</li> <li style="width: 33%;">• Internet</li> <li style="width: 33%;">• </li> </ul> </li> <li>○ Brief the Incident Action Plan at the beginning of each operational period.</li> <li>○ Notify net participants of significant events as they occur.</li> </ul> </li> <li>• When required, establish and maintain the <b>ACS Traffic net</b> and perform the role of net control.</li> <li>• Establish and maintain the <b>ACS VHF Winlink net</b> and perform the role of net control.                             <ul style="list-style-type: none"> <li>○ Open a Winlink session and download all pending VHF amateur digital traffic at least once every hour and when notified of pending traffic.</li> </ul> </li> <li>• Monitor and participate, as required, in the state of Florida command net (SARnet).</li> <li>• Monitor and participate, as required, in state of Florida HF and SHARES voice and data nets.                             <ul style="list-style-type: none"> <li>○ Open a Winlink session and download all pending HF amateur and SHARES digital traffic at least once every 4 hours and when notified of pending traffic.</li> </ul> </li> <li>• Exchange voice and digital message traffic with deployed ACS Teams, PinCo Municipalities, partner agencies, and the state of Florida EOC as required to meet mission requirements.</li> <li>• Distribute communications equipment to ACS Comm Teams, as required, to support mission requirements. Maintain an accurate record of all issued equipment.</li> <li>• Document all significant events using the WebEOC Activity Log.</li> <li>• Maintain site ICS 214, ICS 309, and net control logs throughout operational period.</li> <li>• Attend all staff meetings, keep EOC Shift Supervisor apprised of significant events, and perform additional tasking as required to support the EOC Shift Supervisor.</li> </ul>				

## 7. Special Instructions:

- At least one hour prior to the onset of tropical storm force winds, dismount and stow the amateur radio antennas located on the roof of the PinCo Public Safety Complex. Reinstall antennas after Tropical Storm force winds have abated.
- Track the status of deployed ACS members that are transiting between locations. If an ACS member does not report their arrival at a specified destination within 30-minutes of departure, the EOC will call the member to find out where they are located or, if necessary, send someone to look for them.
- If mission requirements permit, a radio quiet period will be established on the **ACS Tactical-Resource net** between 2200 and 0700 each day. During this period, the net will only process emergency traffic. All Priority traffic will be routed to the **ACS Traffic net**. This will enable shelter operators to rest, yet still be available for emergency traffic.
- Upon Demobilization:
  - Receive and store the communications equipment that was issued in support of the activation event. Maintain a record of all discrepancies and issues reported by the membership.
  - Deliver station records to PinCo ACS Admin Officer.

## 8. Communications (radio and/or phone contact numbers needed for this assignment):

- Deployed ACS resources will notify the EOC via the **ACS Tactical-Resource net** when transiting between locations. Each resource will notify the EOC upon departure and arrival.
- Winlink Digital net will use the W4ACS-10 VHF RMS gateway. This gateway is a member of the Winlink EMCOMM group and is configured to support 1200 baud Packet and VARA FM.
- HF Winlink Digital net (Amateur and SHARES) frequencies will be selected by using the HF Channel Selector function of the Winlink Express computer program. Channel selection based on Path Quality and Reliability estimates. All HF Winlink sessions will take place using the **Factor** protocol.
- State of Florida EOC SHARES Call Sign – **NNA4FL**

<u>Name/Function</u>	<u>Primary Contact: indicate cell, pager, or radio (frequency/system/channel)</u>
ACS Tactical-Resource Net / Tactical	FTM-400 Channel 01 – W4ACS Repeater
ACS Tactical-Resource Net / Back-up	FTM-400 Channel 03 – PACS PLAN A – 146.4300MHz Simplex
ACS Traffic Net / Tactical	FTM-400 Channel 09 – WD4SCD Repeater – West County
FL Command Net / Command	FTM-400 Channel 48 – SARnet Repeater – Skyway Bridge
FL Command Net / Back-up	FTM-400 Channel 49 – SARnet Repeater – Tampa
VHF Winlink Data Net / Tactical	145.0900MHz.
FL Statewide HF Net (Night) / Command	IC-7300 Channel 14 – 3.9400MHz LSB – Primary – (2000ET – 0700ET)
FL Statewide HF Net (Night) / Back-up	IC-7300 Channel 15 – 3.9500MHz LSB – Secondary – (2000ET – 0700ET)
FL Statewide HF Net (Day) / Command	IC-7300 Channel xx – 7.1970MHz LSB – Primary – (0700ET – 2000ET)
FL Statewide HF Net (Day) / Backup	IC-7300 Channel 17 – 7.2470MHz LSB – Secondary – (0700ET – 2000ET)
FL Statewide HF Net (Day) / Backup	IC-7300 Channel 16 – 7.2420MHz LSB – Tertiary – (0700ET – 2000ET)
HF Winlink Data Nets / Tactical	HF frequencies as recommended by Winlink Express
NOAA Weather Radio / Support	FTM-400 Channel 85 – WX5 – 162.450MHz

9. Prepared by: Name: Michael H Drake \_\_\_\_\_ Position/Title: PinCo ACS Training\_ Signature: *Michael H Drake* \_\_\_\_\_

ICS 204

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Date/Time: 09/25/2024 2256 \_\_\_\_\_

## ASSIGNMENT LIST (ICS 204), Adapted for PinCo ACS

<b>1. Incident Name:</b> 2024 - TS Helene		<b>2. Operational Period:</b> Date From: 09/26/2024      Date To: 09/27/2024 Time From: 0700                  Time To: 0700			<b>3.</b> Branch: Logistics-Service Group: PinCo ACS Unit: Evacuation Shelter Comms Staging Area: Pinellas County EOC
<b>4. Operations Personnel:</b>		<u>Name</u>	<u>Contact Number(s)</u>		
Communications Unit Lead:		Clayton Parrott	Refer to ICS 205A		
PinCo ACS Group Supervisor:		Clayton Parrott	Refer to ICS 205A		
PinCo ACS Unit Leader:		Robert Burke	Refer to ICS 205A		

5. Resources Assigned:		# of Persons	Contact (e.g., phone, pager, radio frequency, etc.)	Reporting Location, Special Equipment and Supplies, Remarks, Notes, Information
Resource Identifier	Leader			
Dunedin Middle	Tom Shea	1	ACS Tactical-Resource Net	70 Patricia Ave, Dunedin • ACS Radio Kit <b>YES</b>
Gibbs High	Steve Oliphant	1	ACS Tactical-Resource Net	850 34th St S, St Petersburg • ACS Radio Kit <b>YES</b>
Johns Hopkins Middle	Gary/Pam Lamunion	2	ACS Tactical-Resource Net	701 16th St S, St Petersburg • ACS Radio Kit <b>YES</b>
Largo High School	Tom Powers / Carol De La Torre	2	ACS Tactical-Resource Net	401 Missouri Ave N, Largo • ACS Radio Kit <b>NO</b>
Lealman Innovation	Bob Burke	1	ACS Tactical-Resource Net	4900 28 <sup>th</sup> St N, St Petersburg • ACS Radio Kit <b>NO</b>
Palm Harbor University	Ryan Rager / Garry Potts	1	ACS Tactical-Resource Net	1900 Omaha St, Palm Harbor • ACS Radio Kit <b>YES</b>

**6. Work Assignments:**

- Establish and maintain VHF amateur communications with the Pinellas County (PinCo) EOC.
- Exchange tactical and formal analog voice and digital message traffic with the PinCo EOC as required to meet mission requirements.
  - Maintain status of the critical infrastructure elements listed below. Immediately report a change in status to the PinCo EOC.
 

• Commercial Power	• Landline Phone	• Shelter Air Conditioning
• Back-up Power Generator	• Cell Phone	•
• Public Water and Sewer	• Internet	•
- Maintain site ICS 214 and ICS 309 throughout operational period.
- Attend all shelter staff meetings, keep shelter manager apprised of significant events, and perform additional tasking as required to support the shelter manager.

**7. Special Instructions:**

- Deployed ACS members will notify the EOC via the **ACS Tactical-Resource net** when transiting between locations. Each member will notify the EOC upon departure and arrival.
- Upon Demobilization, return communications equipment to the EOC and deliver station records to the PinCo ACS Admin Officer.
- If mission requirements permit, a radio quiet period will be established on the **ACS Tactical-Resource** net between 2200 and 0700 each day. During this period, the net will only process emergency traffic. All Priority traffic will be routed to the **ACS Traffic net**. This will enable shelter operators to rest, yet still be available for emergency traffic.

**8. Communications** (radio and/or phone contact numbers needed for this assignment):

- Between 2200 and 0700 each day, shelter operators will monitor the **ACS Tactical-Resource net**.
- Winlink Digital net will use the W4ACS-10 VHF RMS gateway. This gateway is a member of the Winlink EMCOMM group and is configured to support 1200 baud Packet and VARA FM.

<u>Name/Function</u>		<u>Primary Contact: indicate cell, pager, or radio (frequency/system/channel)</u>
ACS Tactical-Resource Net	/ Tactical	ACS Radio Kit Channel 01 – (W4ACS Repeater)
ACS Tactical-Resource Net	/ Back-up	ACS Radio Kit Channel 03 – (PACS PLAN A – 146.4300MHz Simplex)
ACS Tactical Resource Net	/ Back-up	ACS Radio Kit Channel 04 – (PACS PLAN B – 146.4700MHz Simplex)
ACS Traffic Net	/ Tactical	ACS Radio Kit Channel 05 – (WD4SCD Repeater – St Pete)
ACS Traffic Net	/ Tactical	ACS Radio Kit Channel 06 – (WD4SCD Repeater – North County)
ACS Traffic Net	/ Tactical	ACS Radio Kit Channel 07 – (WD4SCD Repeater – Mid County)
ACS Traffic Net	/ Back-up	ACS Radio Kit Channel 08 – (WD4SCD Repeater – East County)
ACS Traffic Net	/ Back-up	ACS Radio Kit Channel 09 – (WD4SCD Repeater – West County)
ACS Traffic Net	/ Back-up	ACS Radio Kit Channel 10 – (WD4SCD Repeater – S Pasadena)
VHF Winlink Data Net	/ Tactical	ACS Radio Kit Channel 34 – (W4ACS-10 VHF RMS gateway 145.0900MHz.)

**9. Prepared by:** Name: Michael H Drake \_\_\_\_\_ Position/Title: PinCo ACS Training\_ Signature: *Michael H Drake* \_\_\_\_\_

ICS 204

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Date/Time: 09/25/2024 2305 \_\_\_\_\_

Updated by PinCo ACS September 2023



## INCIDENT RADIO COMMUNICATIONS PLAN (ICS 205)

<b>1. Incident Name:</b> <p style="text-align: center;"><i>2024 - TS Helene</i></p>	<b>2. Date/Time Prepared:</b> Date: <b>09/25/2024</b> Time: <b>2307</b>	<b>3. Operational Period:</b> Date From: <b>09/26/2024</b> Date To: <b>09/27/2024</b> Time From: <b>0700</b> Time To: <b>0700</b>
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### 4. Basic Radio Channel Use:

Zone Grp.	Ch #	Function	Channel Name/Trunked Radio System Talk group	Assignment	RX Freq N or W	RX Tone/NAC	TX Freq N or W	TX Tone/NAC	Mode A, D, M	Remarks
		Command	SARnet – AG4UU	FL Command	442.2500W	CSQ	447.2500W	146.2	A	<i>SARnet – Skyway Bridge</i>
		Cmd / Back-up	SARnet	FL Command	442.8500W	CSQ	447.8500W	146.2	A	<i>SARnet – Tampa</i>
	<b>1</b>	Tactical	W4ACS	Tact-Rsrc	145.1700W	CSQ	144.5700W	156.7	A	<i>PinCo ACS Tactical-Resource Net</i>
	<b>3</b>	Tactical-Bk up	PACS PLAN A	Tact-Rsrc	146.4300W	CSQ	146.4300W	CSQ	A	See Special Instructions Below
	<b>4</b>	Tactical-Bk up	PACS PLAN B	Tact-Rsrc	146.4700W	CSQ	146.4700W	CSQ	A	See Special Instructions Below
	<b>5</b>	Tactical	WD4SCD	ACS Traffic	147.0300W	CSQ	147.6300W	100.0	A	ACS Traffic Net - St Pete
	<b>6</b>	Tactical	WD4SCD	ACS Traffic	147.0300W	CSQ	147.6300W	103.5	A	ACS Traffic Net - North County
	<b>7</b>	Tactical	WD4SCD	ACS Traffic	147.0300W	CSQ	147.6300W	156.7	A	ACS Traffic Net - Mid County
	<b>8</b>	Tactical	WD4SCD	ACS Traffic	147.0300W	CSQ	147.6300W	82.5	A	ACS Traffic Net – East County
	<b>9</b>	Tactical	WD4SCD	ACS Traffic	147.0300W	CSQ	147.6300W	146.2	A	ACS Traffic Net – West County
	<b>10</b>	Tactical	WD4SCD	ACS Traffic	147.0300W	CSQ	147.6300W	192.8	A	ACS Traffic Net – S Pasadena
	<b>34</b>	Tactical Data	W4ACS-10	Local Winlink	145.0900W	CSQ	145.0900W	CSQ	D	VARA FM Wide / 1200 Packet EMCOMM Group
	<b>12*</b>	Tactical	FRS Ch 8	Sltr-Facilities	462.5625W	CSQ	467.5625W	CSQ	A	Shelter: Command & Facilities
		Tactical	EOC A	Coord A	800MHz N				D	See Special Instructions Below
		Command	AUXCOMM HF Net	AUXCOMM State Wide	3.9400	CSQ	3.9400	CSQ	A	LSB; Statewide Emergency Net; Primary: 2000EDT – 0700EDT
		Command Back-up	AUXCOMM HF Net	AUXCOMM State Wide	3.9500	CSQ	3.9500	CSQ	A	LSB; Statewide Emergency Net; Secondary: 2000EDT – 0700EDT
		Command	AUXCOMM HF Net	AUXCOMM State Wide	7.1970	CSQ	7.1970	CSQ	A	LSB; Statewide Emergency Net; Primary: 0700EDT – 2000EDT
		Command Back-up	AUXCOMM HF Net	AUXCOMM State Wide	7.2470	CSQ	7.2470	CSQ	A	LSB; Statewide Emergency Net; Secondary: 0700EDT – 2000EDT
		Command Back-up	AUXCOMM HF Net	AUXCOMM State Wide	7.2420	CSQ	7.2420	CSQ	A	LSB; Statewide Emergency Net; Tertiary: 0700EDT – 2000EDT

<b>1. Incident Name:</b> <i>2024 - TS Helene</i>	<b>2. Date/Time Prepared:</b> Date: <b>09/25/2024</b> Time: <b>2307</b>	<b>3. Operational Period:</b> Date From: <b>09/26/2024</b> Date To: <b>09/27/2024</b> Time From: <b>0700</b> Time To: <b>0700</b>
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**4. Basic Radio Channel Use:**

Zone Grp.	Ch #	Function	Channel Name/Trunked Radio System Talk group	Assignment	RX Freq N or W	RX Tone/NAC	TX Freq N or W	TX Tone/NAC	Mode A, D, M	Remarks
		Tactical Data	SHARES HF Net	HF Winlink	HF Winlink	CSQ	HF Winlink	CSQ	D	See Special Instructions Below
		Support	NOAA WX5	Weather	162.4500W	CSQ			A	

**5. Special Instructions:**

- PACS PLAN A – Used for county wide simplex net during W4ACS outage. Used for North County net during split county net operation. Refer to Comm plan for details.
- PACS PLAN B- Used for South County net during split county net operation. Refer to Comm plan for details.
- ACS Comm Team Radio Kit channel numbers are listed in the **Ch#** column.
- The WD4SCD repeater system has six receiver sites. Select the ACS Traffic Net channel number that corresponds to the receiver site closest to your location.
- EOC A – Used for coordination between PinCo EOC and county municipalities.
- FRS Chan 08 is located at position 12 on the ICOM handheld radios.
- Winlink SHARES Address for sending formal message to the state of Florida EOC: **NNA4FL**
- HF Winlink Digital net (Amateur and SHARES) frequencies will be selected by using the HF Channel Selector function of the Winlink Express computer program. Channel selection based on Path Quality and Reliability estimates. All HF Winlink sessions will take place using the Pactor protocol.

**6. Prepared by** (Communications Unit Leader): Name: **Clayton Parrott** Signature: \_\_\_\_\_

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# SAFETY MESSAGE/PLAN (ICS 208)

<b>1. Incident Name:</b> <i>2024 - TS Helene</i>	<b>2. Operational Period:</b> Date From: <b>09/26/2024</b> Date To: <b>09/27/2024</b> Time From: <b>0700</b> Time To: <b>0700</b>
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**3. Safety Message/Expanded Safety Message, Safety Plan, Site Safety Plan:**

- **Public Safety Complex Antenna Installation – Deinstallation**
  - The antenna installation and deinstallation teams will include a safety observer whose only responsibility is to ensure that the installation team complies with the safety requirements of this section.
  - No member of the antenna installation or deinstallation team is permitted on the roof of the Public Safety Complex if the measured wind speed exceeds 40 mph.
  - No member of the antenna installation or deinstallation team is to approach closer than 10-feet to any roof edge.
  - All installation and deinstallation team members are to remain in the antenna installation area.
  
- **Movement in support of Deployment**
  - Deployed ACS members will notify the EOC via the **ACS Tactical-Resource net** when transiting between locations. Each resource will notify the EOC upon departure and arrival.
  - The EOC will track the status of deployed ACS members that are transiting between locations. If an ACS member does not report their arrival at a specified destination within 30-minutes of departure, the EOC will call the ACS member to find out where they are located or, if necessary, send someone to look for them.
  - No ACS member is permitted to transit between locations if the measured wind speed exceeds 40 mph.
  - Roadway flooding is possible. Use extreme caution when approaching a flooded roadway. Under no circumstances are ACS members to transit through a flooded area.
  - Downed powerlines and debris may block or obstruct roadways. Use extreme caution when approaching downed power lines as they may still be energized.

**4. Site Safety Plan Required?** Yes  No

**Approved Site Safety Plan(s) Located At:**

**5. Prepared by:** Name: Michael H Drake Position/Title: PACS Training Signature: *Michael H Drake*

ICS 208

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Date/Time: **09/25/2024 2310**