



US&R REGIONAL TASK FORCE 4

Rally Point Briefing Checklist

May be conducted by TFL and/or designated managers

-Advance Team Responding??

****Advance team makeup should be based on incident priorities and objectives of advance team.***

- ☐ IMT in place for established incident?
- ☐ No IMT? AHJ requests/objectives?

-If Advance team utilized

- ☐ TFL to give clear *leaders intent* prior to departure of advance team.

Rally Point:

- ☐ Roll Call from roster and specialty assignment verifications (TSS, HERS, HAZ-Mat, Logs, med spec).
- ☐ Confirm apparatus/equipment roster accuracy.
- ☐ Introduction of managers (ASO, PTM, RM, SM, Logs).
- ☐ Provide latest intelligence of event / Incident information & expected objectives.
- ☐ Review RTF-4 organizational structure / Chain of command.
- ☐ Travel Plan Review – PTM or TFL if PTM is on advance team.
- ☐ Communication plan for travel (radio, telegram, cell).
 - All documents sent through telegram
- ☐ Travel Safety Briefing – ASO or TFL if ASO is on advance team.
- ☐ Look at FOG manuals enroute.
- ☐ Code of conduct / High profile event.