

FORM A. SERT Assignments

Instructions

In general, School Emergency Response Team (or ICS) roles should be logical, reasonable parallels to day-to-day work assignments. Complete the form below to reflect your team assignments; remember that no individual can be assigned to more than one role within the plan. The Incident Commander, Public Safety Liaison, Occupant Accounting Coordinator, Facility Access Coordinator, and the Triage Coordinator are required position in every plan. The remaining positions should be filled if determined necessary by the SERT team during plan development.

Title	Name Position 1. Primary 2. First Alternate 3. Second Alternate	Location Person Is Found: Room #—Phone #/Ext.—Intercom #
<u>*Incident Commander:</u>	1. 2. 3.	
<u>*Public Safety Liaison:</u>	1. 2. 3.	
<u>*Occupant Accounting Coordinator:</u>	1. 2. 3.	
<u>*Facility Access Coordinator:</u>	1. 2. 3.	
<u>*Triage Coordinator:</u>	1. 2. 3.	
<u>Media Liaison:</u>	1. 2. 3.	
<u>Community Liaison:</u>	1. 2. 3.	
<u>Counseling Coordinator:</u>	1. 2. 3.	
<u>Supplies Coordinator:</u>	1. 2. 3.	
<u>Transportation Coordinator:</u>	1. 2. 3.	
<u>Floor Wardens:</u>	1. 2. 3.	

*Required Members at all levels.