

**SCHOOL BUS EVACUATION ASSISTANCE, ACTIVATION & REPORT QXi D /N2 OR /Z5**

**[INITIAL PRELIMINARY DRAFT - PLEASE ADVISE OF RECOMMENTATOINS]** NOTES PAGE \_\_\_\_ OF \_\_\_\_

<b>/LN 1</b>	[REPORT # IS ASSIGNED BY HAM NET CONTROL STATION for each BUS]:	<b>BUS RPT #</b> _____
<b>/LN 2</b>	<b>AREA REQUESTING SCHOOL BUS EVACUATION ASSISTANCE:</b> DIVISION: 1 2 3 4 5 N S AREA/NEIGHBORHOOD: _____ (CIRCLE ABOVE WHICH APPLIES) [E.G., "VILLAGE"]	
<b>/LN 3</b>	BUS EVAC ASSISTANCE <b>REQUESTED BY:</b> AREA TACTICAL (IF ANY) : _____ OTHER _____	
<b>/LN 4</b>	<b>tone</b> [SEND 5 TONES 🎵🎵🎵🎵🎵 - SHORT (NON EMERGENCY) - LONG (EMERGENCY) ---- BEFORE TX: <b>ANNOUNCE ON SCAN PLAN FREQUENCY: 760 165 AND 505</b> <b>OR TELEPHONE PHONE (IF WORKING) - PHONE NUMBERS ON FMT VICTOR 3R.</b>  <b>SAY " REQUESTING SCHOOL BUS DRIVER ACTIVATION FOR":</b> <b>" EMERG EVACUATION : <input type="checkbox"/> " OR " POSSIBLE EVACUATION : <input type="checkbox"/> "</b>	
<b>/LN 5</b>	<b>IF NO SCHOOL BUS DRIVER RESPONSE ON HAM FREQUENCIES, OR PHONE, THEN MAKE REQUEST FOR SCHOOL BUS DRIVER ON THEIR AREA FREQUENCY (CH 1) (USE RELAY):</b>	
	DRIVER LOCATED IN: VILLAGE CALL ON CH 9 PHONE - SEE FMT V3R	DRIVER LOCATED IN: BATTLE CREEK CALL ON CH 7 PHONE - SEE FMT V3R
<b>/LN 6</b>	<b>IF NO DRIVER AVAILABLE: SAY- "UNABLE TO RESPOND, NO DRIVER AVAILABLE" : <input type="checkbox"/></b> - "BUS REPORT # _____ IS CLOSED OUT / NO ACTION" : <input type="checkbox"/> - ADVISE PERSON / AREA MAKING REQUEST : <input type="checkbox"/>	
<b>/LN 7</b>	<b>IF DRIVER AVAILABLE ASSIGN TACTICALS - AND START OPERATION FOR EACH BUS (if safe):</b> - TACTICAL - CONTROL STATION FOR BUS EVACUATION: <b>"BUS CONTROL"</b> : <input type="checkbox"/> - TACTICAL - FOR EACH SCHOOL BUS DRIVER VOLUNTEER: TACTICAL ASSIGNED: <b>"BUS _____"</b> [EG: "BUS [AREA EVACUATING] _____" "BUS VILLAGE" ]	
<b>/LN 8</b>	<b>FREQUENCY ASSIGNED FOR BUS EVACUATION NET:</b> HAM FREQ PRIMARY: _____ CH # _____ SECOND: _____ CH # _____ - Area / Neighborhood Teams - use <b>Ch 3</b> for teams delivering persons to "collection points".	
<b>/LN 9</b>	<b>INSTRUCTIONS TO BUS DRIVER - FOR PICK UPS:</b> INITIAL CONTACT IN AREA - BUS GO TO (STREET ADDRESS / CROSS STREETS ETC...): _____ <input type="checkbox"/> AND/OR BUS GO TO - AREA/NEIGHORHOOD COLLECTION POINT LOCATION (STREET ADDRESS / CROSS STREETS ETC): _____ <input type="checkbox"/>	
<b>/LN 10</b>	<b>ROVER TEAM (TACTICAL "ROVER _____")</b> (e.g., "Rover 1", "Rover 2") "ROVER 1" CALL SIGN: _____ & "ROVER 2" CALL SIGN: _____	
<b>/LN 11</b>	ESTIMATED TIME AT WHICH BUS EXPECTED AT LOCATION (/LN 9): BUS PICK UPS START AT _____ HRS BUS LEAVES AREA AT _____ HRS	
<b>/LN 12</b>	<b>INSTRUCTIONS TO DRIVER: AFTER PICK GO TO FOLLOWING TO DROP OFF EVACUEES:</b> PER SHERIFF <input type="checkbox"/> CAL FIRE <input type="checkbox"/> OTHER <input type="checkbox"/> : _____	
<b>/LN 13</b>	NUMBER OF PERSONS PICKED UP FROM AREA / NEIGHBORHOOD: _____	
<b>/LN 14</b>	NUMBER OF PERSONS DROPPED OFF AT DESINATION LOCATION: _____	
<b>/LN 15</b>	BUS REPORT # _____ EVACUATION OPERATION CONCLUDED AT: _____ HOURS COMMENTS (IF ANY): _____ BUS WILL BE PARKED AT (LOCATION): _____	
<b>/LN 16</b>	DRIVER REPORTED AS BEING SAFE AT HOME OR OTHER LOCATION AT: _____ HOURS	
<b>/LN 17</b>	IF NO OTHER BUS EVACUATIONS IN PROCESS - SAY - " BUS EVACUATION NET DEACTIVAED QSY TO SCAN PLAN"	
<b>/LN 18</b>	OTHERWISE, ONLY THE SPECIFIC BUS TACTICAL FOR WHICH OPERATION IS CONCLUDED (E.G., "BUS VILLAGE DEACTIVATED - QSY SCAN PLAN")	
<b>/LN 19</b>	ADVISE PERSON / AREA WHO MADE THE REQUEST AS TO CONCLUSION OF BUS EVACUATION REPORT # _____ AND RESULTS.	

**SCHOOL BUS EVACUATION ASSISTANCE PROTOCOL****APRIL, 2020 - INTIAL DRAFT ONLY**

**IMPORTANT NOTE: IN THE EVENT OF A TOTAL SHINGLETOWN EVACUATION, THIS MAY NOT BE A VIABLE OPTION AS ALL LOCAL SCHOOL BUS DRIVERS WILL BE EVACUATING THEMSELVES. EACH AREA MUST ESTABLISH ITS OWN SYSTEM AND PROCEDURE FOR ELDERLY, DISABLED ... ETC., EVACUATIONS AND ASSUME THAT NO BUSES AND/OR DRIVERS WILL BE AVAILABLE.**

**THIS POTENTIAL RESOURCE MAY BE MORE VIABLE WERE A SMALLER AREA IS BEING EVACUATED – EG., MCCUMBER BEING EVACUATION AND A SCHOOL BUS DRIVER FROM VILLAGE ASSISTS.**

**WARNING: ALL NEIGHBORS MUST BE SITUATIONLLY AWARE AND HAVE RADIOS ON 24/7. EARLY DETECTION MAY ASSIST IN HAVING ADEQUATE TIME TO ARRANGE FOR BUSES. WITHOUT SUFFICIENT TIME (E.G., NO ADANCE WARNING), THEN USE OF BUSES MAY NOT EVEN BE VIABLE! THUS, INTER – AREA COMMUNICATIONS BETWEEN NEIGHBORHOODS AND ASSISTANCE IS CRITICAL.**

**Bus Drivers need to bring with them a Ham Radio (preferably a 50 watt radio in go box); and Mag Mount antenna (to be mounted on the Bus).**

**NOTE: EACH AREA / NEIGHBORHOOD IS RESPONSIBLE FOR ORGANIZING ITS RESIDENTS THAT MAY BE ELDERLY, DISABLED ETC... AND PROVIDE ITS OWN MEANS AND PLAN TO EVACUATE. ALSO AREAS MAY WANT TO SET UP A PLAN FOR THE PICK UP AND DEPOSIT OF SUCH PERSONS AT COLLECTION POINTS WHICH ARE ACCESSIBLE TO A BUS (IF BUS OPTION VIABLE UNDER CIRCUMSTANCES!). THESE COLLECTION POINTS WILL MOST LIKELY BE DEPENDENT ON FACTS AND CIRCUMSTANCES. SO MULTIPLE ALTERNATIVES SHOULD BE PLANNED OUT. **WARNING: BUSES MAY NOT BE AVAILABLE AND/OR USE MAY NOT BE POSSIBLE – SO EACH AREA MUST HAVE ITS OWN PLAN TO EVACUATE INDEPENDENTLY OF ANY BUSES!****

**EACH AREA SHOULD HAVE VOLUNTEERS TO MEET THE BUS AT A SPECIFIC LOCATION AND THEN GUIDE THE BUS TO THE COLLECTION POINT(S). THE BUS WOULD REMAIN AT A COLLCTION POINT FOR A SPECIFIED TIME ONLY – SAY 20 MINUTES (OR AS OTHERWISE SPECIFIED) (IF SAFE). THE BUS IS TO LEAVE AT THE END OF THAT PERIOD, OR WHEN IT BECOMES UNSAFE.**

**EACH AREA MUST PROVIDE VOLUNTEERS WHO WILL BE RESPONSIBLE FOR LOADING AND/OR ASSISTING THE EVACUEES ONTO THE BUS. THE BUS DRIVER MUST STAY WITH THE BUS AND MAINTAIN RADIO CONTACT WITH “BUS CONTROL”. BUS CONTROL IS TO PROVIDE PERIODIC REPORTS TO NET CONTROL ON THE NET CONTROL FREQUENCY (OR, AS DIRECTED).**

**Communications: If a Bus fails to respond to BUS CONTROL within 5 minutes of attempted contact by BUS CONTROL, a “ROVER TEAM” is to be dispatched to the last reported location of such BUS. Rover Teams should be set up in advance and be prepared to respond. Such ROVER TEAMS must have: Vehicle with full tank of gas; at least two (2) persons, must have ham radio’s with them; a vehicle 50 watt radio using a mag mount antenna; and maintain contact with Bus Control.**

1. ALL VOLUNTEERS TO USE TWO (2) PERSON TEAMS..
2. MAINTAIN RADIO CONTACT WITH THE BUS CONTROL.
3. IF YOU ARE NOT IN GOOD HEALTH – DO NOT VOLUNTEER FOR THIS TASK.
4. WEAR PROTECTIVE GLOVES (E.G., MEDICAL TYPE).
5. WEAR PROTECTIVE MEDICAL TYPE MASKS (AS APPROPRIATE).
6. DO NOT ENTER THE RESIDENCE – STAY OUTSIDE.
7. MAINTAIN A SIX FOOT DISTANCE BETWEEN OTHER PERSONS, AS MUCH AS POSSIBLE.  
ALL PERSONS BOARDING BUS MUST HAVE MASKS.
8. BUS AND /OR AREA TEAMS SHOULD BRING EXTRA MASKS WITH THEM FOR PERSONS BOARDING THE BUS.
9. DO NOT ENGAGE ANY ONE THAT IS THREATENING. IF SOMEONE IS HOSTILE OR THREATENING IN ANY MANNER, IMMEDIATELY LEAVE THE AREA AND CALL 911 (OR IF NEEDED, REQUEST RADIO RELAY FOR 911).
10. WEAR APPROPRIATE CLOTHING AND HAVE NECESSARY EQUIPMENT (E.G., SNOW SHOES, HEAVY BOOTS, HEAVY CLOTHING, FULL TANK OF GASOLINE IN YOUR VEHICLE, FULLY CHARGED RADIO BATTERY, PREFERABLY A MAG MOUNT TYPE ANTENNA ON ANY AREA VEHICLES FOR CAR IN RADIO (IN ADDITION TO THE RADIO YOU ARE TO HAVE ON YOUR PERSON AT ALL TIMES ...). USE COMMON SENSE.

**WE ARE ALL VOLUNTEERS.**

**IF NO ONE VOLUNTEERS THEN NO ONE WILL BE THERE! SO, PLEASE STEP UP AND HELP EACH OTHER. IT COULD BE OUR OWN FAMILIES THAT NEED HELP.**