

TERT Deployment Checklist

TERT Request Checklist

- Ensure request forwarded to State EMA
- Ensure request forwarded to EMAC
- Retrieve TERT packages
- Assign TERT liaison
- Ensure completion of TERT request form

TERT Arrival Checklist

- TERT Liaison initiates contact with responding TERT
- TERT arrives and checks in
- TERT packages provided to responders
- Responders have assigned duties
- Responders have current chain-of-command
- Responders have comfort facilities

TERT End of Shift Checklist

- TERT Liaison checks out with responding TERT command
- TERT Liaison assures responders questions/concerns are answered
- TERT response form completed for operational period

TERT Deactivation Checklist

- Incident Commander officially deactivates TERT response
TERT is relieved of duties
- TERT Liaison assures responders question/concerns are answered
- Responding TERT completes checks-out
- County/State EMA notified of deactivation
- TERT response form copied and forwarded to Requesting PSAP after all responders arrive at home base
- Operational debriefing/CISM