

GREEN: PREP STAGE

Hours of Operation Monday – Friday 12 hour shifts with on call evenings and weekends

- Consult/Review Annual Flood Forecast
- Creation of Flood Committee-Departments Heads and Managers
- Follow/Consult Emergency Plan
- Creation of Area Managers
- Prioritize all flood prone homes
- Inspection of flood prone roads
- Inspection of drainage work
- General hiring's, creation of possible employee list(s)
 - Flood proofing homes
 - Snow clearing, ice removal
 - Steaming of culverts
 - Trench and drainage work
 - Gauge readers
 - Plumbers
 - Security
- Contact MIT
 - Road restriction waiver forms
- Creation of evacuee forms, registration for Emergency Operation Centre and Local Government Officials

The Following are Constant:

- Update/Review/Revise current Emergency Operations Centre Policy/Procedures
- Contact/Consult Finance Team
 - Band and/or Flood
 - Establish/follow budgets
- Contact/Consult Project Manager and/or Emergency Coordinator
- Contact/Consult Security Director and/or RCMP
- Contact/Consult with Health
 - Re: Priority list of evacuees (planning stages)
- Contact/Consult Education
 - Re: Graduates as priority (planning stages)
- Contact/Consult Media Officials
- Contact/Consult with Safety Officer

-Contact/Consult Chief/Council, MANFF, and AANDC

-Contact/Consult RED CROSS/Humane Society