

## DECONTAMINATION GROUP SUPERVISOR JOB AID

**Position:** Decontamination Group Supervisor

**Section:** Operations Section

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**Mission:**

To implement branch's portions of the Incident Action Plan pertaining to decontamination of personnel and equipment.

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**Duties:**

- ❑ Report to the Protection and Recovery Branch Director to assist in identifying equipment, services, and personnel requirements for decontamination needs in accordance with the Incident Action Plan.
  - ❑ Identify leaders for field crews and inform them of their responsibilities.
  - ❑ Review assignment lists (ICS 204).
  - ❑ Coordinate activities with other operation groups.
  - ❑ Assign specific work tasks to strike team/task force leaders.
  - ❑ Inform all leaders of reporting relationships, communication procedures, and safety requirements.
  - ❑ Prepare equipment acquisition forms for additional equipment and/or manpower.
  - ❑ Prepare shift-rotation schedules, de-briefing meetings, and crew logs for team/task force leaders.
  - ❑ Participate in developing branch plans for next operational period.
  - ❑ Submit situation and resource status information to branch director.
  - ❑ Report special occurrences or events such as accidents or sickness.
  - ❑ Address logistics issues for the transportation, feeding, and care of field workers undertaking decontamination duties.
  - ❑ Maintain unit/activity log (ICS form 214).
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