

EMERGENCY PREPAREDNESS COMMITTEE

Sector Chief Instructions **For** **End of Drill or Real Emergency**

Do NOT 'stand down' (release your team and leave the aid station) until you have finished all your responsibilities and have contacted the EPC Villages Emergency Operations Center (VEOC).

Before 'standing down'. Please complete the following documents and put them in the designated envelope and deliver them to the VEOC:

1. Sector Sign In/Out Form (Make are all your Area Rep's and volunteers are accounted for)
2. Area Damage Assessment Forms (One form for each Area in your Sector) Complete the TOTALS at the bottom of each page
3. Sector Damage Assessment Form. (One Form with all the Totals from the Area Damage Assessment Forms)

All forms are available at www.villagesepc.com/sector-chiefs-forms