

Farr West Poplar Stake - Block Captains Letter of Instructions

(Current as of July 2025)

Roles & Responsibilities

- Maintain a roster & map of all families that reside within your block (photos of families or family members would be a great addition (This may be useful for locating and identification purposes).
- Set-Up group texts (Get viable phone / text numbers with all residences within your block).
- Ensure that residences in your block have Red/Green Window Placards.
- Encourage **all** (active, inactive, and nonmember) residences in your block to purchase Motorola T-600 (or above) radios. Invite all to participate in our weekly radio net check-in.
- Encourage all families to have current preparedness plans that address their family's needs.
- Encourage all families to have and maintain 72hr kits with portable radio(s). AM/FM FRS GMRS
- Encourage all families to have vehicle kits in each of their vehicles.
- Encourage all families to have a viable storage program, i.e. food, water, supplies, & fuel(s).
- Provide all families with the Weber County "Family Emergency Preparedness" guide book.
- Use ministering brothers & sisters to assist in these measures.

Stake Communications Policy: "To assist our Stake Presidency and each of our Ward Bishoprics during a general area emergency or a major disaster all forms of communications will be used that are available: Voice over phone, text messages, email, and social media where appropriate". If these mediums fail we will activate our ward's Emergency Response Center (ERC) via FRS, GMRS, and Amateur Radio".

Disaster protocols will be implemented **prior** to activating the ERC.

- Refer to specific disaster plan(s). Ensure that your block members have these documents.
- Following an event and at intervals thereafter check on communications protocols:
 - Telephone Operational Yes No
 - Check "Textability" Yes No
 - Check into radio net
- Following an event, check on your home and family members first. Our first priority is to reunite all of our family members. All block captains should work in pairs. Coordinate response efforts (such as helping to locate or reunite separated family members) with civil authorities and community relief organizations.
- Check on special needs or elderly residences within your block and any missionaries that reside in your block .
- Following an event provide "Rapid Damage Assessment" of your assigned block and report it to the ward's Emergency Response Coordinator.

Ward Communications Specialist: _____
Ward FRS / GMRS Channel _____ **Privacy Code** 0
Stake GRMS Net Ch 22 / CTCSS 141.3 (Listen Only on FRS Radios)

The ERC will report:

- Missionaries and members, as well as their locations.
- Member housing
- Church properties
- The community (including roads, public utilities, commerce, facilities, and other infrastructure).

This information will be communicated via priesthood lines to the Area Presidency.