

LOGISTICS

Providing support for control of the incident through the organisation and provision of:

- **Human and physical resources**
- **Facilities**
- **Services**
- **Materials**

Checklist

- ✓ Develop a Logistics Plan for inclusion in the Incident Action Plan (IAP)
- ✓ Provide strategic advice to the Incident Management Team (IMT) based on the provision of services and resources
- ✓ Liaise with the other members of the IMT
- ✓ Liaise with suppliers and local businesses, and maintain an awareness of the impact of the incident on the local community and business within it
- ✓ Arrange for the provision of food and drink to incident support
- ✓ Acquire, store and distribute equipment and materials for incident support

- ✓ Provide technical advice, service and equipment placement for incident communications, i.e. radio, telephones and information technology
- ✓ Select and manage the locations where personnel work, sleep, cook, maintain and repair equipment
- ✓ Arrange for the provision of transport for personnel, equipment, supplies and food
- ✓ Arrange for the provision of fuelling, mechanical maintenance and security of all equipment and vehicles at the incident
- ✓ Develop a Traffic Management Plan for the organisation of traffic in and around the incident
- ✓ Maintain records of purchases of supplies and hire of equipment
- ✓ Maintain information on insurance arrangements and facilitate compensation claims for personnel, property and vehicles
- ✓ Collect cost data, perform analysis of cost effectiveness and provide cost estimates for the incident as required
- ✓ Arrange for the provision of medical support such as first aid and medical transport to personnel involved in managing the incident
- ✓ Reclaim reusable resources, equipment and materials at the conclusion of the incident
- ✓ Log activities and key decisions