

FLOAT PLAN- FILE WITH RESPONSIBLE CONTACT

Crew Leader & Crew Member Names	Crew: Radio Channel &/or Cell Contact #'s	Responsible Contact: Radio &/or Phone #'s	Departure		Expected time of Return		Ditch Bag #	GAR Score	Vehicle/Boat Description/ #'s/Plates	Travel Route/Boat Landing(s) used/water body and specific area of ops.
			Date	Time	Date	Time				
									Truck: Boat:	
									Truck: Boat:	
									Truck: Boat:	
									Truck: Boat:	
									Truck: Boat:	

Crew Leader Actions: Disposition of Completed Float Plan-(1 copy to Responsible Contact), (1 copy secured with Crew), (post 1 copy at crew station). Responsible Contact may be a supervisor, co-worker, LE Dispatcher, or other competent person(s). Initiate communication check/verification with responsible contact prior to deployment. Plan a back-up mode of communication with contact if possible (i.e. cell phones to back-up radios). **File completed float plans at station for 1 year min.**

***Crew Leader:** File a completed float plan with a responsible contact. Follow “risk assessment” protocol prior to launch and until completion of mission. Notify responsible contact when the mission is completed. Communicate delays or changes concerning estimated time of return to your contact as soon as possible. In the event of problems or an emergency, notify contact immediately! **Notify responsible contact and supervisor ASAP when a GAR score change impacts mission status.**

***Responsible Contact:** Provide crew leader with your contact information **for the duration of the float plan.** Expect and be prepared to receive crew communication as well as initiate call/welfare check with crew if no contact is received by the expected time of return. (Duration of the float plan may exceed normal office hours, making after-hours phone contact numbers Necessary.)

Updated 03/2014