

Disaster Assignments

Employees without specific designated disaster assignment will be asked to perform appropriate duties as assigned when they report to work.

Some typical, but important, disaster duties might be as follows:

- Answer telephones
- Running messages
- Delivering supplies
- Tracking information on EOC status boards
- Helping in a community Red Cross shelter
- Guiding visiting workers around the City of Turlock
- Being an interpreter
- Managing volunteers
- Monitoring news reports on Radio and TV
- Picking up tree limbs
- Staffing barricades
- Filling sandbags
- Operating heavy equipment
- Securing utilities
- Clearing storm drains
- Conducting damage assessment inspections



What You Can Do Now

Prepare yourself and your family so you can fulfill your City of Turlock responsibilities in the next disaster with a minimum of worry.

- Talk with your supervisor or department head about reporting procedures and your specific disaster responsibilities.
- In the event that it is not safe for you to travel back to your normal duty station after a disaster, volunteer your services in the area that you live.
- Learn more about the City of Turlock's disaster plan.
- Know where the disaster kits are located in your work area.



Your Responsibilities as a Disaster Worker

Facts All Turlock City Employees Should Know About Emergency Operations

Referenced:
Stanislaus County Office
of Emergency Services

209-552-3600
www.scoes.info/OES.htm

When Disaster Strikes.....

People Turn to the Government for HELP.

All government employees, including City employees, are disaster service workers by State Law (California Government Code 3100-3109 and Turlock Municipal Code 4-206 & 4-207). This means that in addition to your everyday job, you have the added responsibility of helping throughout any disaster.

Natural and/or man-made disasters in Turlock or the region can happen suddenly and without warning while you are on the job or after work hours. As a City of Turlock employee, your preparation beforehand at work and at home will enable you to perform your disaster service role most effectively.

If you are at work when a disaster strikes, you will be expected to remain on duty for disaster service until you are dismissed or relieved. Please prepare your families in the event you must remain at work for an extended period of time.



If you are home when a disaster strikes, ensure the safety of your family and then report to your normal duty station if it is safe to do so or as advised.



You will be paid your normal salary while performing disaster work. However, in order for the City of Turlock to seek reimbursement from FEMA, you must carefully document:

- what kind of disaster work you did; and
- the hours you spent doing it, and
- exactly where you did it. This written information must be given to your supervisor at the end of each workday.

Before the Next Disaster

Read the following checklist. Find out how prepared you are for disaster service.

Do you have a home and family disaster plan?

One of your first concerns will be your family. Since you don't know where you will be when a disaster occurs, pre-plan with each family member how and where the family will be reunited.

Do you know CPR and first aid?

During a disaster, medical services will be inundated with emergency calls. Your knowledge and skills may make the difference between life and death for your family, neighbors or co-workers.

Have you stored adequate supplies of food and water?

Store a minimum of 3 days of bottled water, high-energy snacks and other preserved food items not requiring heating or cooking, batteries, fuel, flashlights, first aid supplies, cell phone and money (cash). This will ensure your family will be self-sufficient until local services have been restored.

What's my role as a Disaster Service Worker?

During a disaster, some departments will respond in their traditional roles (such as police and fire). Other departments may be required to perform their day-to-day tasks as well as other duties to support the activities of the City's EOC.

