



Troop Mobilization Plan



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The United States Department of Homeland Security (DHS) is pleased to partner with the Boy Scouts of America to increase the level of citizen preparedness across the country. DHS has asked the Boy Scouts of America to build upon the foundation of the Ready campaign and to help citizens across the country prepare for emergencies of all kinds.

Introduction

Emergency management, emergency preparedness, and disaster services are common throughout the United States—we take care of each other. By whatever name, these activities encompass mitigation, preparedness, response, and recovery related to any kind of disaster, whether natural, technological, or national security. Emergency preparedness means being prepared for all kinds of emergencies, able to respond in time of crisis to save lives and property, and to help a community—or even a nation—return to normal life after a disaster occurs.

It is a challenge to be prepared for emergencies in our world of man-made and natural phenomena. The Emergency Preparedness BSA program is planned to inspire the desire and foster the skills to meet this challenge in our youth and adult members so that they can participate effectively in this crucial service to their families, communities, and nation.

The emergencies of today's world demand more than ever that our young people and adults be trained as individuals and as units to meet emergency situations. The importance of this training is not new to the Boy Scouts of America, as Scouting has always taught youth to be prepared for all types of emergencies. Since Scouting began in the United States, Scouts have responded to the needs of their communities and nation in time of crisis.

From its beginning, the Scouting movement has taught youth to do their best, to do their duty to God and country, to help others, and to prepare themselves physically, mentally, and morally to meet these goals. The basic aims of Scouting include teaching youth to take care of themselves, to be helpful to others, and to develop courage, self-reliance, and the will to be ready to serve in an emergency.

In addition to the millions of youth and adults who are active members of the Boy Scouts of America, millions of former members were trained in Scouting skills that prepare them for meeting emergencies. They are a built-in source of help to meet the challenge of readiness for any emergency situation. As Scouting units across the country begin planning an emphasis on emergency preparedness, this foundation of former members can be a resource for support—a trained group to help assure a response that will benefit the homes and communities of our nation.

When an emergency occurs, it affects every youth and adult member of BSA in the immediate area, creating the responsibility to respond first, as an individual; second, as a member of a family; and third, as a member of a Scouting unit serving the neighborhood and community. Because of these multiple levels of responsibility, the Emergency



Preparedness BSA plan includes training for individual, family, and unit preparedness. Special training in all three areas is a prerequisite for BSA members conducting any type of emergency service in their communities.

Individual Preparedness

The primary emphasis of this initial step in the program is to train members to be mentally and emotionally prepared to act promptly and to develop in them the ability to take care of themselves. Teaching young people to know and be able to use practical survival skills when needed is an important part of individual preparedness.

Family Preparedness

Since family groups will be involved in most emergency situations, this part of the plan includes basic instructions to help every Scouting family prepare for emergencies. Families will work together to learn basic emergency skills and how to react when faced with fires, floods, hurricanes, tornadoes, explosions, warning signals, fallout protection, terrorism attacks, and other emergency situations.

Community Preparedness

The program fosters the desire to help others and teaches members how to serve their communities in age-appropriate ways. Through all Scouting ranks and for adult members, the responsibilities and skills for community service increase with the members' maturity.

More information on Emergency Preparedness BSA may be found on the BSA National web site at: <http://www.scouting.org>. Our Troop Mobilization plan will cover all three areas of the Emergency Preparedness BSA plan.

The Scout Oath contains the promise "to help other people at all times" and the Scout Motto is "Be Prepared." With this in mind, the Troop may be called upon on a moments notice to provide service to the community in the event of a natural disaster, emergency or search and rescue. This plan provides information on how the Troop can be mobilized quickly to provide these services.

A mobilization will be started when a public agency calls the Scoutmaster or Committee Chairman with a request for assistance. The Troop Call Down will be then be initiated by the Scoutmaster or Troop Committee Chairman and the Troop will then mobilize as needed per the following guidelines set forth in this document.



Request Levels

Simplicity is the key to success in any type of emergency situation. With this in mind, we have only two types of requests: A Drill and a Disaster/Emergency Request.

Level 1 Request - Event Notification or Drill

Typically this level of notification will be initiated for a Troop meeting or activity change in time, location, etc. and is not considered an emergency. Mobilization exercises (MOBEX) and drills will also fall into this category. This will simply involve calling patrol members and notifying them of the change or information. Messages can be left with parents or siblings if necessary. This will be the request used for Scouts working on their Emergency Preparedness merit badge.

Level 2 Request - Disaster/Emergency Response

This level of mobilization will be initiated for: search and rescue, formal requests from local EMS, Law Enforcement, Red Cross, Civil Air Patrol, and/or any emergency management agency.

Valid Reasons for Requests

- Search and Rescue (missing plane, lost child, etc.)
- Courier service (for local Emergency Management agencies)
- Community mobilization for emergency items (i.e. coordinate drop-off centers for victims of flood, fire, severe weather, etc.)
- Community shelter setup assistance

Other reasons may be considered but are subject to the approval of the Scoutmaster and Troop Committee.

Scouts may not be involved in any activity that would jeopardize their safety.



Procedures

1. Contact one of the following with a Mobilization Request.

Scoutmaster Street City, State ZIP Home – (000) 000-0000 Work – (000) 000-0000 Cell – (000) 000-0000	Asst. Scoutmaster Street City, State ZIP Home – (000) 000-0000 Work – (000) 000-0000 Cell – (000) 000-0000
Troop Committee Chairperson Street City, State ZIP Home – (000) 000-0000 Work – (000) 000-0000 Cell – (000) 000-0000	Asst. Scoutmaster Street City, State ZIP Home – (000) 000-0000 Work – (000) 000-0000 Cell – (000) 000-0000

If none of these individuals can be contacted, the Troop will be unavailable for a mobilization. Once a valid request is received, the Mobilization will commence. When the Scoutmaster receives and approves a request for assistance, he will initiate the appropriate Call Down Plan (see Call Down Procedures).

2. The Patrol Leader Council will initiate a Troop Call Down to inform the members of the Troop as to when and where to assemble, and what to bring. The central assembly point will usually be the Troop's weekly meeting place at the Otterbein Ministry Center, (unless otherwise directed). Scouts will be required to dress appropriately for the weather and task at-hand, and to bring a daypack containing their outdoor essentials (snack bars, money, knife, flashlight, first-aid kit, canteen, etc). To aid in quick identification of our participants, the scout uniform will be worn unless otherwise directed.
3. Available members of the Troop will gather at the assembly point at the appointed time.
4. Attendance will be taken so that the leadership is aware of and can account for all participants.
5. The Scoutmaster will designate another youth leader to take charge of the service project if the Senior Patrol Leader is not available.
6. Participants will receive detailed information and instructions from the SPL or designated leader after the Troop is assembled.
7. Safety during Troop mobilization is of the utmost importance. The buddy system will be used at ALL TIMES, and buddies will be determined before departure from the assembly point. Scouts should only render assistance, first aid, etc. as directed by the



mobilization leader and not above the training for which they have received.

- a. *Search and Rescue*
Minimum search teams for a Level 2 Request that involves a search and rescue will include a First Class Scout (or higher) to make sure the searches are completed to the fullest extent possible while protecting the safety of the younger scout(s).
 - b. *Check In*
On a Level 2 Request scouts must check in to the designated check in location as directed.
 - c. *Communications*
The troop walkie-talkie frequency for mobilization is channel 8 (using “Walk About” radios). If you have portable radios you are welcome to bring them to assist in the search.
 - d. *Parents*
Parents of scouts are encouraged to participate in the Troop Mobilization.
8. The Troop Mobilization Plan will be exercised at least annually to provide training to troop leaders and members. It is encouraged to conduct a joint operation with other local Scout Troops, local EMS, Fire, Police and Emergency Management agencies.



Call Down Procedures

A call down should be done quickly. During a call down make sure you give all the details. This is not a social call so stay on the subject regarding the matter at hand. Patrol Leaders will inform the Senior Patrol Leader of the Scouts that could not be contacted.

Plan A

There may be times when normal communications systems are **UNAVAILABLE**. This plan involves planning and making contacts on the basis of proximity, or nearness. Leaders and Scouts make personal contact with Troop members living near them. A Scoutmaster may first learn of the need for the Troop's services when a police car or other emergency vehicle drives to the Scoutmaster's home with an authorized and approved request for the Troop's services. Under this plan, the Scoutmaster goes to the home of a member in one direction from the Scoutmaster's home, and then to the home of a member in another direction. In a similar manner, each Scout personally contacts two members of the Troop. This process continues until all have been notified of the mobilization call and the group is en route to the assembly point.

Plan B

This plan is to be used when normal phone communications are **AVAILABLE**. The Troop will mobilize by Patrol. Members are contacted by phone. To begin the mobilization, the Scoutmaster calls the Assistant Scoutmasters and Senior Patrol Leader. The SPL calls all Patrol Leaders and each Patrol Leader phones each patrol member. Troop phone lists may be obtained from the Scoutmaster or Troop Committee Chairman.



Points of Contact

Local Police Department

Street

City, State ZIP

☎ Phone: (000) 000-0000 (non-emergency)

☎ Fax: (000) 000-0000

🌐 Web site:

✉ eMail:

Local Fire Department

Street

City, State ZIP

☎ Phone: (000) 000-0000 (non-emergency)

☎ Fax: (000) 000-0000

🌐 Web site:

✉ eMail:

Local Ambulance

Street

City, State ZIP

☎ Phone: (000) 000-0000 (non-emergency)

☎ Fax: (000) 000-0000

🌐 Web site:

✉ eMail:

Local Hospital

Street

City, State ZIP

☎ Phone: (000) 000-0000

☎ Fax: (000) 000-0000

🌐 Web site:

✉ eMail:

Local Chapter American Red Cross

Street

City, State ZIP

✉ eMail:

☎ Phone: (000) 000-0000

☎ Fax: (000) 000-0000

🌐 Web site:

✉ eMail:



Local Boy Scout Council, Boy Scouts of America

Street

City, State ZIP

eMail:

Phone: (000) 000-0000

Fax: (000) 000-0000

Web site:

eMail:

Local Department of Emergency Services

Street

City, State ZIP

eMail:

Phone: (000) 000-0000

Fax: (000) 000-0000

Web site:

eMail:

Civil Air Patrol

Local Wing – Civil Air Patrol

Street

City, State ZIP

eMail:

Phone: (000) 000-0000

Fax: (000) 000-0000

Web site:

eMail:



Address/Phone Number Change

If you have an address and/or phone number change you should notify the Senior Patrol Leader, Scoutmaster or Troop Committee Chairman as soon as possible.

Review and Update

This plan will be reviewed and updated annually (as needed) by the Troop Committee and all Scouts working on the Emergency Preparedness Merit Badge.

The Troop will also send letters referencing this mobilization plan to all appropriate agencies. (See Sample Letter)



SAMPLE LETTER

**Boy Scout Troop 88
Your Town, Your State 0000**

March 1, 2004

Local County Department of Emergency Services
Address
City, State ZIP

Dear Sir or Madam:

The United States Department of Homeland Security (DHS) is pleased to partner with the Boy Scouts of America to increase the level of citizen preparedness across the country. DHS has asked the Boy Scouts of America to build upon the foundation of the Ready campaign and to help citizens across the country prepare for emergencies of all kinds. In support of this initiative, our troop has instituted an Emergency Mobilization Plan.

This plan allows for the Troop to be called upon to assist local, state and federal emergency management agencies as well as fire, EMS and law enforcement agencies. Valid requests for assistance include:

- Search and Rescue (missing plane, lost child, etc.)
- Courier service (for local Emergency Management agencies)
- Community mobilization for emergency items (i.e. coordinate drop-off centers for victims of flood, fire, severe weather, etc.)
- Community shelter setup assistance

Valid requests may be initiated by contacting one of the following personnel:

Jeff Jones, Scoutmaster
H: (000) 000-0000 Cell: (000) 000-0000 W: (000) 000-0000

Mike Smith, Asst. Scoutmaster
H: (000) 000-0000 Cell: (000) 000-0000 W: (000) 000-0000

George Johnson, Committee Chair
H: (000) 000-0000 Cell: (000) 000-0000 W: (000) 000-0000

Once a request has been received, the Troop begins its mobilization effort. We will attempt to contact you within one (1) hour after the request has been received to inform you if the Troop will be able to fulfill the request for assistance. Our Boy Scouts have been trained in basic first aid, emergency preparedness, safety and CPR. Our Scout troop is also available to assist with mock disaster training and drills.

If you have questions as to our capabilities and/or resources, please feel free to contact us. We will renew this letter annually with your office to ensure accurate information.

Yours in Service,

Jeff Jones, Scoutmaster

George Johnson, Committee Chair