

7.0 EOC Notifications

Notification of the EOC management team should be coordinated through a dispatch centre as outlined below.

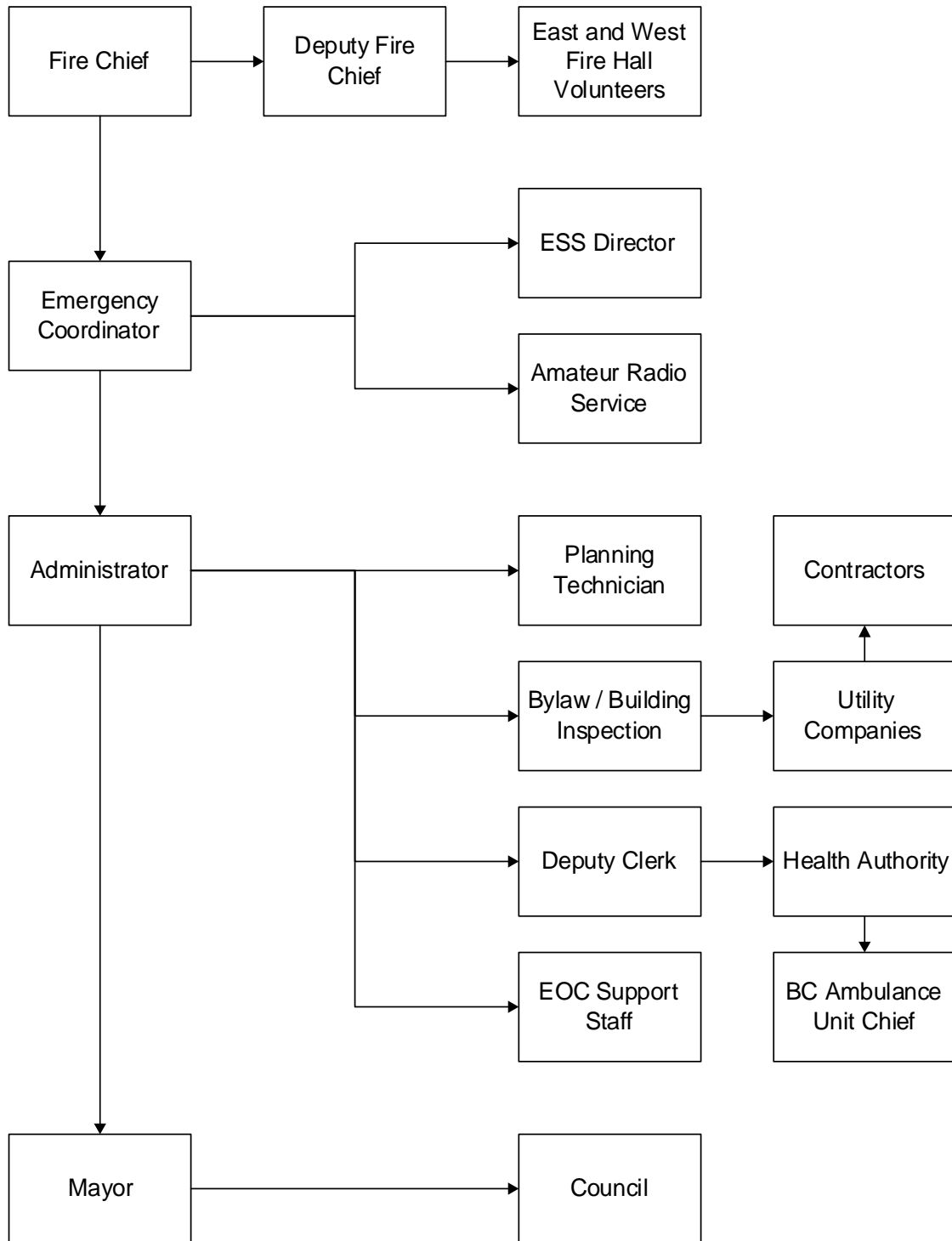
When requested by anyone authorized to activate the EOC, a designee will contact the required EOC team members or alternates and advise that they are required to report to the EOC facility.

Callers shall provide the following information when calling out EOC staff:

- Brief description of event
- Identity of who authorized the EOC activation
- Applicable transportation information (known road closures and/or use of specified routes to take)
- Where and to whom to report
- Reminder to bring any necessary supplies and reference materials required
- Inquiry as to estimated time of arrival at the EOC

Department	Primary	Phone	Alternate	Phone

The callout protocol is illustrated on the following page.



Callout Protocol for the Highlands EOC