

CERT VOLUNTEER CHECKLIST

All information submitted will be kept confidential and only used for its intended purpose.

- ☐ Read through the program overview
- ☐ Complete & return the following forms:
 - CERT Volunteer Application & Waiver
 - Hold Harmless & Waiver
 - Background Check
- ☐ Submit an electronic photo of yourself to ethomas@southwebercity.com OR arrange for a time to have your photo taken (Photo used for ID badge)
- ☐ Pay \$35 to South Weber City



On December 13, 2011, the City Council approved a Community Emergency Response Team (CERT) for South Weber. CERT is a network of volunteers who are trained to respond during the first 72 hours following a disaster at a "neighborhood level." They help control the disaster when damaged roads, disrupted communications, downed power lines, etc., may prevent access by professionals.

The purpose of the CERT course is to provide citizens with the basic skills needed to handle virtually all of their own needs, the needs of their families, and then to respond to the needs of their community in the event of a disaster.

Classes are taught by trained professionals and include hands on training.

Topics Include:

- Disaster Preparedness
- Disaster Fire Suppression
- Disaster Medical Operations
- Light Search and Rescue
- Team Organization

When you have completed the course, you will...

- ☐ Know the types of hazards most likely to affect your community.
- ☐ Understand your role as a CERT member.
- ☐ Reduce risks in your home and workplace.
- ☐ Understand the types of fires and proper equipment to extinguish them.
- ☐ Use proper techniques for opening airway, controlling bleeding and treating for shock. Conduct triage of patients, perform head-to-toe assessments, apply basic treatments for various wounds, and apply splints to suspected fractures and sprains.
- ☐ Select, set up, and operate treatment areas.
- ☐ Use safe techniques for searching a structure, debris removal and victim extrication.

The cost to participate is \$35 per person and anyone can participate. Once you have completed the training, you will receive a certificate and a bag of necessary supplies (valued at \$35). **If you are interested in participating, please contact Emily ethomas@southwebercity.com or 801-479-3177,**

South Weber City Citizen Emergency Response Team (CERT) Program Overview

Mission Statement. It is the mission of the South Weber City CERT program to provide training to individuals to work as part of a team in order to effectively assist the City during disaster situations.

Goals. It is the goal of the South Weber City CERT program to coordinate, unify, and train CERT teams by:

1. Exercising teams at least once per year. Where practical, should be included in City exercises (table top, functional, full scale);
2. Create and maintain a database of all trained CERT members. These members shall also be included as a call out on CityWatch; and
3. Maintain CERT specific identification, uniforms, supplies – ensuring each trained individual has supplies needed; and
4. Meet quarterly as part of Citizen Corps Council and assist, where applicable with City Emergency Prep Fairs.

Training. Training shall be offered to the general public and/or to particular groups in the community. This CERT Program holds classes for the following groups:

- General public / Open classes
- Specific neighborhood groups
- Businesses
- Critical infrastructure sectors (e.g., utilities, public transportation)
- Government groups
- Faith-based organizations
- Teens / Youth
- People with disabilities

Language(s) in which the program conducts CERT training. English

Supplemental Training. Supplemental training conducted, recommended, and/or required for CERT members:

- CERT Animal Response I
- IS-100.a Introduction to Incident Command System (ICS)
- IS-200.a ICS for Single Resources

South Weber City CERT Program Overview

- IS-700.a National Incident Management System (NIMS), An Introduction
- Amateur radio operation
- Basic first aid

Basic Training Time Frame. In coordination with other Davis County cities and instructors, training will be held at minimum once a year. In order to complete the practical portion, each session will be held on two Saturdays and one week night for nine weeks.

Certification & Supplies. Once certification is complete and proof presented to the CERT Program Manager, the individual shall be reimbursed for the cost of training and shall be provided with the necessary supplies. If the resident moves outside of South Weber City boundaries, the supplies issued shall be returned to the CERT Program Manager.

Hold Harmless & Volunteer Waiver. Each person who participates in the CERT program shall first complete the hold harmless/permission request form. Upon completion of the program, each individual shall complete the City's volunteer waiver form.

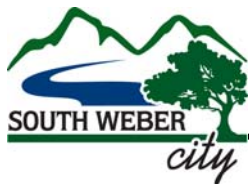
Team Assignment. The City operates off of a grid system. Each team member shall self activate in a disaster, take care of their individual and family's needs before checking in at the Emergency Operations Center. After checking in, each individual shall be assigned to a grid or in some cases grids with a corresponding name (see table below). Grids have been combined as follows:

RED	1A, 1B, 1C, 2C
ORANGE	1D, 2D, 2E, 3E
YELLOW	2F, 3F, 4F, 3G, 4G
GREEN	3H, 4H
BLUE	4I
INDIGO	4J, 5J
VIOLET	3K, 4K
WHITE	5K
PINK	3L, 4L, 5L
BLACK	4M, 5M, 6M
BROWN	6L, 6K

Records. The CERT Program Manager shall be responsible for maintaining all records related to the CERT program including, but not limited to, expenses, certifications, supplies, and databases.

South Weber City CERT Program Overview

Annual Report. Each year, the CERT Program Manager shall present an annual report to the South Weber City Council.



CERT Volunteer Application & Waiver

Last Name _____ First Name _____ Middle Name _____

Complete Current Address _____

Phone # _____ Email _____

Date of Birth ____/____/____ Gender M / F

Emergency Contact: _____ Phone: _____

Relationship to You: _____

Volunteer Acknowledgement and Agreement

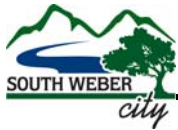
1. I acknowledge that I am volunteering solely for personal purposes or benefit without promise or expectation of compensation, benefits, or future employment from South Weber City beyond any specified reimbursement agreements.
2. I agree to familiarize myself with, and abide by, South Weber City's policies and procedures regarding conduct, confidentiality, safety, and related policies and procedures. I understand that I may be subject to the same pre-employment screening and background checks as paid employees performing similar duties.
3. I agree to follow the supervision and direction of any personnel, employee, or the volunteer to whom I have been assigned to perform services. I also agree to participate in any training required by South Weber City in order to perform volunteer service.
4. If my duties include driving for City business, I acknowledge that I must possess a valid driver's license and that I may be subject to a Department of Motor Vehicle driver's license background investigation.
5. I acknowledge that the City provides limited accidental liability coverage to volunteers, but that no other City-sponsored medical, retirement, or insurance apply to me as a South Weber City as a volunteer.
6. I acknowledge that South Weber City may end my volunteer services with the City at any time and for any reason

By signing below, I attest that I am freely volunteering my time and services to South Weber City. I also attest that I have read and agree to abide by the acknowledgements and agreements listed above.

Volunteer Signature: _____ Date: _____

If you are under 18, a parent or guardian must also sign this form.

Parent/Guardian Signature: _____ Date: _____



Community Emergency Response Team Program Hold Harmless/Permission Request

I, _____, hereby request permission to participate in the South Weber City Community Emergency Response Team (CERT) program. I understand that this training will involve active physical participation, which includes potential risk of personal injury and/or personal property damage. I make this request with full knowledge of the possibility of personal injury and/or personal property damage. Further, I have read and understand the program outline that describes all class sections and the associated activities.

I agree to hold The American Red Cross, the Instructor, the Instructor's associated organization, South Weber City, and any of the associated agents or personnel involved in the training program, harmless from any and all claims, actions, suits, and/or injury that I may suffer and which may arise as a result of my participation in the above mentioned class.

I agree to follow the rules established by the instructors, and to exercise reasonable care while participating in the CERT program. I understand that if I fail to follow the instructor's rules and regulations or if I fail to exercise reasonable care, I can be administratively removed from the program.

By executing this release, I certify that I have read this release in its entirety, understand all of its terms and have had any questions regarding the release or its effect satisfactory answered. I sign the release freely and voluntarily.

Signature

Date

Emergency Contact Name

Emergency Contact Number

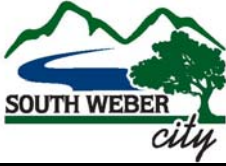
Comments:

Signature of Instructor

Date

Signature of SWC
CERT Program Manager

Date



Background Investigation Waiver

Last Name _____ First _____ Middle _____

Maiden or Alias _____

Current Address _____, _____, UT _____

Phone # _____ Address _____ City _____ Zip _____
Email _____

Date of Birth ____/____/____ SSN# ____-____-____ Gender M / F

Driver's License# _____

Have you ever been convicted of a felony? ☐ YES ☐ NO

Have you ever been convicted of a misdemeanor? ☐ YES ☐ NO

Do you have any known pending felony or misdemeanor charges? ☐ YES ☐ NO

Waiver

I hereby request and authorize South Weber City to conduct a criminal background investigation and agree to a full and complete disclosure of records of arrest, trial and/or convictions for alleged or actual violations of law.

I understand that this authorization will provide full access to my criminal history, and I further understand that the information obtained will be used by South Weber City to determine by suitability for a position working with vulnerable individuals as defined in current City policy.

I hereby affirm that my answers to the foregoing questions are true and correct and that I have not knowingly withheld any fact or circumstance that would, if disclosed, affect my application unfavorably.

I, the undersigned, have read the above statements and understand that my signature below affirms that I am agreeing to these terms, knowingly, freely, and voluntarily.

Signature

Date

For Office Use Only

Results

☐ No History

☐ Approved

☐ Not Approved See Attached History _____ Date _____