

USAGE REQUEST GUIDELINE – Emergency Response Unit  
Piney Woods Regional Advisory Council TSA G and  
City of Tyler Fire Department Emergency Operations Center  
August 7, 2013

- The purpose of this guideline is to ensure the smooth deployment of Piney Woods Regional Advisory Council Trauma Service Area G (RAC-G) Emergency Response Unit Trailer (hereafter called the Unit). These guidelines are established to help accomplish this goal in an orderly manner.
- Ownership of this Unit has been transferred to the City of Tyler Emergency Management at the Tyler Fire Department (EOC) which has agreed to maintain the Unit for rapid deployment throughout Trauma Service Area G (TSA G). The Unit is stored in Tyler at the Warehouse at 2001 Patridge Drive (corner of DC Drive and Patridge).
- The Unit has been designated for the following:
  - to transport the RAC-G Water Filtration System throughout TSA G
  - to act as a DMORT (Mass Fatality) Trailer for both RAC-G and the State of Texas
  - a refrigeration Trailer as needed
  - any usage as deemed necessary by the Tyler EOC.

Unit Usage:

1. For regional and/or local usage of the Unit a request can be made by a RAC-G member facility or the appropriate authority of a City, County or State of Texas government., i.e., County Judge, EMC, etc.
2. The requesting authority shall contact RAC-G at 903-593-4722 or the Tyler Fire Department EOC at 903-535-0005 or 903-531-1007 (non-emergency Police and Fire dispatch). Once availability is determined, the request will then be made in writing to the Tyler EOC for the Unit to be dispatched to the requested jurisdiction and for what purpose. An authorized signature is required for liability purposes and replacement cost purposes.
3. The Unit shall be delivered to the requesting jurisdiction by the Tyler Fire Department or their designee which will help with the initial setup.
4. Operation and control of the Unit will be the responsibility of the requesting authority until the incident is completed.
5. All normal/reasonable travel expenses and used supplies will be replaced at the expense of the requesting facility/jurisdiction.

6. The return of the Unit to the storage location after the incident will be the responsibility of the jurisdiction that requested the resource for use. The Unit will be returned in the same condition as it was received with the addition of an inventory of supplies and materials utilized. RAC-G will assist in the replenishment of the supplies but the cost will be the responsibility of the requesting agency.

This agreement may be amended upon agreement of both parties.

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Piney Woods Regional  
Advisory Council TSA G

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Date

\_\_\_\_\_  
City of Tyler Fire Department

\_\_\_\_\_  
Date

Emergency Response Unit  
Guideline Revisions:  
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