



## Student Demob Exercise

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The current date is 5/27 and the incident is winding down. Several of the Section Chiefs have determined that there are excess resources. They have given you their ICS 213s with available for release information for those resources.

### TASK 1

Enter each resource's **Tentative Release** information.

Examples of ICS 213s can be found on: Demob-01-e-ISUITE-HO, Demob-02-e-ISUITE-HO, Demob-03-e-ISUITE-HO

### TASK 2

Create an **Available for Release Report** that lists those resources to be sent to Dispatch.

**Note:** Before creating the report, check the **Resources Selected in Grid** checkbox. In the **Resources** grid, select each of the resources you want to include in the report.

**Note:** In order for any **Quals** to show on the report, the **Available for Reassignment** checkbox must be checked in the **Tentative Release** area on the Demob window.

Examples of Available for Release Reports can be found on: Demob-04-e-ISUITE-HO, Demob-05-e-ISUITE-HO, Demob-06-e-ISUITE-HO

### TASK 3

Create a **Tentative Poster** listing those resources to be released that can be posted on the Demob bulletin board.

**Note:** Use the Date Range 5/28 – 5/31.

An example Tentative Poster can be found on: Demob-07-e-ISUITE-HO

### TASK 4

Create **Air Commercial Air Travel Requests** for those resources whose transportation to the incident was by air.

**Note:** Make sure you check the **Available for Reassignment** checkbox under **Tentative Release** for those resources requesting a reassignment. Quals will then print on the form.

**Note:** Check the checkboxes for those **Travel Questions** with a **Yes** response for each resource traveling by **Air** or **A/R**.

Use the following additional information to fill-out the form:

O-11 Check reassignment Departing Airport: MSO Time to Airport: 120 minutes Special Instructions: ground support will transport to airport Travel questions -- check: Ground Support Has ID Has Credit card	O-100.7 Check reassignment Departing Airport: MSO Time to Airport: 120 minutes Special Instructions: needs to drop rental car at MSO Travel questions -- check: Has rental Has ID Has Credit card
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Examples of Air Commercial Travel Requests can be found on : Demob-08-e-ISUITE-HO, Demob-09-e-ISUITE-HO

### TASK 5

Generate a **Ground Support** transportation request for the air resource that needs a ride.

**Note:** Make sure you check the **Ground Support Transportation** question checkbox for the resource before creating the request.

An example Ground Support Form can be found on: Demob-10-e-ISUITE-HO

### TASK 6

Generate **ICS 221 Checkout Forms** for O-51, C-13, and E-5. Enter each resource's Actual Demob travel information.

**Note:** Before printing the forms, check the **Resources Selected in Grid** checkbox. In the Resources grid, select each of the resources for which you want to print a Checkout Form.

**Note:** Make sure the ICS 221 checkboxes are checked on the Options window. (Tools/Options/Demob/Checkout)

Example Checkout Forms can be found on: Demob-11-e-ISUITE-HO, Demob-12-e-ISUITE-HO, Demob-13-e-ISUITE-HO

### TASK 7

From the ICS 221 Checkout Forms for O-51, C-13, and E-5, enter each resource's Actual Demob travel information. Then generate the **Actual Demob Report** listing these resources, which will be sent to Dispatch.

**Note:** Make sure you save an **Actual Demob Date** and **Time** to the resource records before creating the Actual Demob Report.

ICS 221 Departure Information can be found on: Demob-14-e-ISUITE-HO, Demob-15-e-ISUITE-HO, Demob-16-e-ISUITE-HO

Examples of the Actual Demob Reports you should create can be found on: Demob-17-e-ISUITE-HO, Demob-18-e-ISUITE-HO, Demob-19-e-ISUITE-HO