

Emergency Action Plan Checklist

Safety Activity Checkpoints requires all volunteers to develop an Emergency Action Plan (EAP) before taking girls out on a trip or to an activity. Volunteers can review their troop's Emergency Action Plan with girls as a learning experience for them, to the extent it makes sense according to their age and maturity. This checklist can help volunteers, troop leaders and staff develop an EAP which can be adjusted based on the location of the activity. For more information, see Safety Activity Checkpoints, page 8.

	Important Phone Numbers: 911	
	Name of location:	
	Address:	
	Location Point of Contact and Phone Number:	
	Police/Sheriff Dispatch:	911
	Fire Department:	
	Facility Security:	
	Hospital/Emergency Transport:	
	Facility Management Contact in case of issues with power or other utilities	
	Ranger/Reserve Ranger at GSSJC Camps:	
	Name and Phone Number First Aider	
	Troop/Group Communication Volunteer & Phone	
	GSSJC Emergency Number in the event of serious accident, emergency, or fatality:	713-292-0300 or 1-800-392-4340
	Important Locations:	
	Meet Up Place after evacuation, separated or lost:	
	Severe Weather Shelters:	
	Location of Exits:	
	Location of Fire Pull:	
	Location Fire Extinguishers:	
	Location of First Aid Kit and AED:	
	Location of closest Medical Care:	
	Scenario Review: Severe Weather, Fire, Illness/Injury, Lost, Active Shooter, Other	