Road Closure

Radio Operator Only:	Origin Msg #:	Destination. Msg #:

This Section to be Completed by Jurisdiction/Field Personnel: _(Underlined=Required)_

Date: **Time:** (24hr):   **Handling:** ◯**Immediate** (ASAP)   ◯**Priority** (<1 hr)   ◯**Routine** (<2 hr)

T O	**ICS Position:**	**F R O M**	**ICS Position:**
	Location:		**Location:**
	Name:		**Name:**
	Contact Info:		**Contact Info:**

Initial Information

Jurisdiction:

Road/Intersection:

Location:

Details:

Status: ◯ **Planned Closure**   ◯ **Closed**   ◯ **Reopened**

Closure Time

Closure Start Date:	**Closure Start Time:**
Closure End Date:	**Closure End Time:**

Road Closure

Radio Operator Only:			
Relay: **Rcvd:**		**Sent:**	
Name:	**Call Sign:**	**Date:**	**Time** (24hr):

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Instructions: Road Closure

Purpose: This form should be utilized to provide details of each known road closure. It can be a location by address or a range. Any details on the reason for the closure and/or the start and end date/times would be appreciated.

Instructions for Jurisdictions:

Field	Instructions
Date	<u>Required</u>. Enter the date created.
Time	<u>Required</u>. Enter the time created. Use 24-hour time.
Handling	<u>Required</u>. Select one. Messages are sent in priority order and as soon as possible. Indicated times are approximate maximum wait times if radio net is busy.
TO / FROM	If needed, radio operator can suggest most appropriate TO position and location.
ICS Position	<u>Required</u>. Enter the ICS position name.
Location	<u>Required</u>. Enter the location.
Name	Optional. Enter only if the message is to a specific individual.
Contact Info	Optional. Enter a phone number, frequency or other info that may help reach the person or position.
Jurisdiction	<u>Required</u>. Enter the name of the municipality/jurisdiction.
<u>**Road/Intersection**</u>	<u>Required</u>. Enter an address, cross streets, or a roadway segment (Such as: Highway 296 from Bob Hill Rd. to Green Tree Lane).
<u>**Location**</u>	<u>Required</u>. Enter any further identifying information to locate this point on a map. Such as: • Old Santa Clara Rd from ½ mile north of Great Plains Rd. to the County line • Entire area immediately South of Fredrick Community College
<u>**Details**</u>	<u>Required</u>: Please fill the reason for the closure.
Closure Start Date/Time	Enter the date and time of the start of the closure.
Closure End Date/Time	Enter the date and time of the end (or expected end) of the closure.

Instructions for Radio Operators:

Field	Instructions
Origin Msg #	<u>Required</u>. Enter the message number of the original sending station.
Destination Msg #	<u>Required</u>. Enter the message number of the ultimate destination station.
Relay	When relaying: Enter a call sign and/or time, or other useful mark or info, to indicate status.
Name	<u>Required</u>. Enter the first initial and last name of the radio operator that handled the message.
Call Sign	<u>Required</u>. Enter the call sign of the radio operator that handled the message.
Date	<u>Required</u>. Enter the date the message was sent/received.
Time	<u>Required</u>. Enter the time the message was sent/received. Use 24-hour time.

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