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## Security and Traffic Team

**Purpose:**

- Ensures the security and safety of POD staff, clients, supplies and equipment
- Manage vehicular and pedestrian traffic flow at the POD site.

**Qualifications:** Individuals with safety, security and traffic control experience or trained personnel

**Supervisor:** Security and Traffic Team Leader

**Responsible For:** Self

**Responsibilities upon Arrival:**

- Sign in on Check In/Out Log (ICS-211)
- Receive assignment and Just- in-Time (JIT) training from their Team Leader
- Review Job Aid(s)
- Ensure that signage, traffic/crowd control equipment and designated entry and exit points are secured and ready for operation
- Review and familiarize self with POD site surroundings for work station locations, Command Post, lavatories, first aid and break room
- Understand role at POD site as per JIT training and assignment
- Assist with set-up of secured area and other areas as requested

**Ongoing Responsibilities:**

- Establish and monitor the protective perimeter for the POD
- Perform entry/exit security duty as assigned
- Ensure that evacuation routes are identified
- Participate in set-up of internal and external crowd control systems such as cones, barriers, ropes, etc
- Monitor internal and external POD operation
- Assist with external vehicular and pedestrian traffic control
- Participate in staff briefing(s) as scheduled by the POD Director/Manager
- Admit authorized staff and clients through designated points according to security plans
- Prevent unauthorized access to secure areas
- Use a roving patrol to maintain calm and order outside the POD
- Implement security plan for each center or facility. Determine traffic flow patterns as needed

**Demobilization Responsibilities:**

- Prepare security area for next operational period or closure
- Ensure that all records and reports are turned in to the Security and Traffic Team Leader
- Assist with security issues pertaining to demobilization, asset recovery or medical materiel redistribution
- Arrange to have all equipment/supplies returned to place of origin and state of readiness
- Ensure facility is cleaned and returned to former operating condition
- Identify issues for After Action Report
- Participate in scheduled debriefing sessions
- Check out with the Security and Traffic Team Leader and sign out on Check In/Out Log (ICS-211)