

# HAMPTON DISASTER REPORTING FORM

GENERAL INFORMATION			
<b>A</b> Alpha	Name:	Street Address:	Neighborhood/Development:
	Date/Time:	Organization: (Ham radio - CERT - SKYWARN - Red Cross - Neighborhood Watch - None - etc.)	Your Phone Number (xxx-xxxx)
	Amateur Radio Call Sign:	Are you a trained SKYWARN spotter? <div style="text-align: right;">Yes/No</div>	Do you have a wind measuring instrument? (Provide measured speeds if so) Yes/No

REPORT THE FOLLOWING ENVIRONMENTAL CONDITIONS EVERY HOUR OR AS CHANGES OCCURS			
<b>B</b> Bravo	Wind Speed Estimate	<i>Report estimated speed in MPH</i>	1. Calm 2. 0-25 3. 26-50 4. 51-75 5. 76-100 6. >100 7. _____ (Measured) <sup>1</sup>
<b>C</b> Charlie	Precipitation Type		1. None 2. Rain 3. Freezing Rain 4. Hail 5. Sleet 6. Snow
<b>D</b> Delta	Precipitation Intensity	<i>Report only if precip is reported in item C</i>	1. Light 2. Moderate 3. Heavy
<b>E</b> Echo	Extreme Weather	<i>See notes on back.</i>	1. Funnel Cloud <sup>2</sup> 2. Tornado <sup>2</sup> 3. Destructive Winds 4. Hail (size) <sup>3</sup>
<b>F</b> Foxtrot	Flooding	<i>Estimate or measure depth at street</i>	1. <6" 2. 6"-12" 3. 12"-24" 4. 24"-36" 5. _____ (Measured) <sup>1</sup>
<b>G</b> Golf	Flooding Trend	<i>Report only if flooding is reported in item F</i>	1. Rising 2. Steady 3. Receding
<b>H</b> Hotel	Streets	<i>Can emergency equipment pass?</i>	1. Open and Passable 2. Blocked By Debris/Trees/Power Lines

REPORT THE FOLLOWING ABNORMAL/EMERGENCY CONDITIONS AS THEY OCCUR			
<b>I</b> India	1. Lost Electrical Power	<i>Time</i>	2. Regained Electrical Power
			<i>Time</i>
<b>J</b> Juliet	1. Lost Telephone Service	<i>Time</i>	2. Regained Telephone Service
			<i>Time</i>
<b>K</b> Kilo	Fire	<i>Address</i>	<i>Amplifying Info:</i>
<b>L</b> Lima	Serious Injury		
<b>M</b> Mike	Trapped Personnel		
<b>N</b> November	Hazardous Materials Spill		
<b>O</b> Oscar	Natural Gas Leaks ( <i>stay clear and upwind</i> )		
<b>P</b> Papa	Other Life-Threatening Condition (Amplify)		

REPORT ITEM	AMPLIFYING INFORMATION

Message Received in EOC By: \_\_\_\_\_

Date/Time: \_\_\_\_\_

**Instructions:**

- Your own safety is paramount. Do not go outside during a storm or other event to gather reporting information. Stay inside and away from windows and clear of other sources of debris. Venture outside only when it is safe to do so.
- Reports are welcome and encouraged from everyone. You do not have to be a member of an organization to provide helpful information.
- The report format is designed such that all information can be provided in the minimum amount of time. Report the item letter and qualifying data by number, for example, "Alpha - Ralph Jones, 3605 Big Bethel Road, Northampton, 11 May 1300, None, 555-1212; Bravo 3; India 2 0825."
- Estimate flooding depth as a depth above street pavement level. Remember that a typical curb is approximately six inches high.
- Report items B-H when requested by net control or when a significant change in conditions occur.
- Report items I-P as they occur. Be aware that Emergency Services personnel will not respond to items K-P unless they can do so without jeopardizing their own safety. Your reports will help prioritize their responses when conditions permit.
- If requested by the Incident Commander, perform a post-incident damage assessment using items Q-Y. Provide as much amplifying information as possible where assistance is required because of injury or other emergency. Include amplifying information below sorted by line item letter designator. Your initial damage assessment report may sound like "Quebec 2 3; Romeo - 2; Tango - 1; Amplifying information: Tango 1 - persons trapped inside collapsed building at <street address>".
- Remember that the Emergency Management organization will be receiving similar reports covering the entire city from several sources, and assessing the information to set response priorities. Try to keep your assessment at an upper level; do not provide extensive detail except where serious injury or loss of life may occur. If a greater level of detail is required, the operator taking the information will request it from you.

<b>POST-EVENT DAMAGE ASSESSMENT</b>			
<i>For your neighborhood evaluate the following conditions:</i>			
<b>Q</b> <small>Quebec</small>	<b>Hazardous Situations</b>	1. Structure Fires 3. Downed Power/Phone Lines	2. Natural Gas Leaks 4. Hazardous Materials Spills
<b>R</b> <small>Romeo</small>	<b>Streets</b>	1. Open and Passable	2. Blocked By Trees/Debris/Power Lines
<b>S</b> <small>Sierra</small>	<b>People</b>	1. Loss of Life	2. Serious Injuries
<b>T</b> <small>Tango</small>	<b>Emergency Services Required</b>	1. Personnel Rescue	2. Emergency Medical Assistance
<b>U</b> <small>Uniform</small>	<b>Infrastructure</b>	1. Electric Power (Off/On)	2. Telephone (In/Out of) Service
<b>V</b> <small>Victor</small>	<b>Structural Damage</b>	1. None      2. Light	3. Moderate      4. Heavy
<b>W</b> <small>Whiskey</small>	<b>Structural Damage includes</b>	1. Collapsed Buildings 3. Significant Roof Damage 5. Significant Water Damage	2. Partially Destroyed Buildings 4. Broken Windows 6. Trees Fallen On Structures
<b>X</b> <small>X-ray</small>	<b>Estimate Percentages of</b>	1. Buildings Uninhabitable _____	2. Buildings Fully Destroyed _____

REPORT ITEM	AMPLIFYING INFORMATION

**Hail Size Estimates**

Pea	0.25"
Penny	0.75"
Quarter	1.00"
Half Dollar	1.25"
Golf ball	1.75"
Tennis Ball	2.50"
Baseball	2.75"
Grapefruit	4.00"

- Notes:**
1. Indicate measured amount in amplifying information blocks.
  2. A funnel cloud is defined as a violently rotating column of air which is not in contact with the ground. It is usually marked by a funnel shaped cloud extending downward from the cloud base (hence its name). If the violently rotating air column reaches the ground, it is called a tornado. An important point to note is that the visible funnel DOES NOT have to extend to the ground for a tornado to be present. Instead, look for a rotating cloud of dust and debris underneath a funnel cloud as evidence that the tornado's circulation has reached the ground.
  3. Use the table to the left to estimate hail size.