USU Personnel Resources

Date:	Person Reporting:						Page #:	
Print Name and Time In			Skill Specialty Rank From 1-5 or Print "No"					
Name	Time In	Time Assigned	Fire	Medical	Search & Rescue	Transport	Document	Other

FOR USE BY LOGISTICS AND STAGING

Have people sign in and mark their special skills. When you assign someone to a team, circle that team's box next to their name and enter the time assigned. When someone returns from an assignment, draw a line through their name and all boxes and have the person sign in again. Remember to check how long people have been assigned and who hasn't been assigned yet.