**Checklist for team leaders**

|  |  |  |  |
| --- | --- | --- | --- |
| **BRIEFING** | | | |
| Inquires about safety issues |  | Ensures task is understood |  |
| Takes notes during briefing |  | Secures proper equipment for task |  |
| **SEARCH** | | | |
| Gets to know team members (skills, fitness) |  | Radio (battery) and GPS (battery) check |  |
| Ensures members are dressed appropriately |  | Radios when task is commencing |  |
| Ensures members are equipped appropriately |  | Encourages calling out |  |
| Explains task to team members |  | Takes notes when necessary |  |
| Identifies hazards related to task |  | Ensures team safety |  |
| **DEBRIEFING** | | | |
| Review task with team members |  | Completes task sheet and debrief with cmd |  |
| Provides feedback (+ and -) |  | Adequate assessment of PODs |  |
| Gets feedback regarding PODs |  | Returns radio, GPS, batteries and … |  |

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