

California State University
NORTHRIDGE
Department of Police Services
University Police Division



LESSON PLAN

SUBJECT: Mobile Command Trailer EOC

LENGTH: 1 hour

PREPARED BY: Steven Kai

DATE PREPARED: May 15, 2019

APPROVED BY: *Jerry L. Murphy*

DATE APPROVED: 6/3/19

I. Performance Objectives/Job-Related Objectives:

The purpose of this training is to enable the participant to activate the mobile command trailer's emergency operations dispatch functions.

II. Type of Instruction:

The instructor will explain and demonstrate the tasks listed in the course outline. The participant will demonstrate competency in each area.

III. Course Outline:

A. EOC Set Up

1. Main door and stairs
2. Main batteries
3. Scene lighting and emergency lighting
4. Windows
5. Slide out rooms

6. Restroom and stairs
7. Interior lights
8. Exterior lights
9. Awnings
10. Generator
11. Electrical shore line
12. Heat and air conditioning
13. CO and smoke alarms
14. Interior tables

B. Dispatch and Communications Equipment

1. Computers
2. Radios
3. Radio microphone
4. Telephones
5. Television
6. Rooftop antennae
7. Rooftop satellite dish

C. Miscellaneous

1. Storage cupboards and supplies
2. Dry-erase boards
3. Kitchen appliances

D. Questions & Comments

Mobile Command Trailer EOC

Training Completion Record

Trainee	Instructor	Date	
FAMILIARIZATION AREAS	PERFORMANCE OBJECTIVE	Competency Demonstrated by Trainee	
		Trainee's Initials & ID No.	Instructor's Initials & ID No.
Main door and stairs	Unlock door and deploy stairs.		
Main batteries	Activate and disconnect main batteries. Switches are located inside battery disconnect panel.		
Scene lighting and emergency lighting	Check for proper functioning.		
Windows	Open windows and check for proper functioning.		
Slide out rooms	Slide rooms out. Perform visual inspection of interior and exterior.		
Restroom and stairs	Unlock door and deploy stairs. Perform visual inspection.		
Interior lights	Check for proper functioning.		
Exterior lights	Check for proper functioning.		
Awnings	Perform visual inspection. Deploy awnings. Check for proper functioning.		
Generator	Install vent pipe and check for proper functioning.		
Electrical shore line	Perform visual inspection. Connect and check for proper functioning.		
Heating and air conditioning	Check for proper functioning of heating and air conditioning units.		
Carbon monoxide and smoke alarms	Check for proper functioning.		
Interior tables	Perform visual inspection. Tables and chairs must be properly secured when not in use.		
Computers	Power up computers and log on. Check for proper functioning.		
Radio and microphone	Attach microphone to radio. Check for proper functioning.		
Telephones	Check for proper functioning.		
Television	Check for proper functioning.		
Rooftop antennae	Check for proper functioning.		
Rooftop satellite dish	Check for proper functioning.		
Storage cupboards and supplies	Perform visual inspection.		
Dry-erase boards	Perform visual inspection.		