

Shadow "First 5 Minutes" Checklist

Name, FCC Call Sign:	Tactical Call Sign:	Date and Time:
Event/Incident Name:		Activation Number:

1. Introduce yourself.
2. Principal (Name, Title, Tactical, etc.): _____

3. Explain role of shadow, capabilities provided:
 - a. To ensure you can always be reached.
 - b. I am able to get information for you while you attend to other matters.
 - c. I can take messages for you at times you don't want to be interrupted.
 - d. My services are limited to providing communications.
 - e. Any questions?
4. In addition to using my personal ham equipment, I can use principal/event supplied equipment, too
 - a. Mobile Phone Commercial Radio FRS/GMRS Other: _____
5. Roles and Responsibilities of principal: _____

6. Is there any specific message traffic, or particular events, that you would like to be kept informed about? ___

7. Reconnect plan if separated: _____

8. Principal's mobile phone number: _____

----- Fill out -- Tear Here -- Give to Principal -----

Name: _____

Agency: _____

Phone: _____

Notes: _____

