

**Examples of Message scenarios – for illustration only – be creative make stuff up...that fits your role, post and assignment...**

1. Service request to Seattle EOC – Need carpentry crew with four (4) carpenters and supervisor along with equipment to patch and secure roof of Parks Material Warehouse. Break of skylights and some roof damage from heavy snow. Need to patch roof to protect materials. Warehouse located at building 6B at Magnuson Park. Crew requested to report to Ralph Fisher, Warehouse Supervisor. This is urgent request, expensive materials at risk of damage. Please send confirmation of availability and ETA to Parks Westbridge Dispatch.
2. Logistics request to Seattle EOC – Power out and no heat at three emergency shelters located at Green Lake Community Center, Alki Community Center and Rainier Beach Community Center. Request delivery of nine (9) portable space heaters certified safe for interior use (human occupancy), rated at approximate 85,000 BTU operation and fuel for five days. Deliver to Parks South Shop at 2520 South Holgate. Request deliver to shop foreman Mark James by 1300 today. Please confirm availability and ETA with Westbridge dispatch.
3. Logistics request to Seattle EOC – Inventory of sidewalk de-icing material MSW 220 critically low – can't get from normal supplier due to transportation disruption – need to check with other City sources perhaps schools and Buildings. Need 300 50 lb bags delivered to Carlos Ruiz facility manager at Parks North yard at 620 Sparks Ave NW by Sunday 0600 to prepare for temperature drop and people accessing public buildings.
4. Emergency Service request to Seattle EOC – Water pipe break at the Parks Elliot Avenue Facility, 1825 Elliot Avenue We (behind Brown Bear Car Wash) Request SPU Water crew ASAP to shut off Water and pumps to remove water, equipment and supplies at risk of damage. Charles Sawyer, Shop Supervisor standing by awaiting help. Please confirm availability and ETAs with Westbridge
5. Fleet Service request to Seattle EOC – Tire chains on Parks fleet are breaking, need to service approximately 15 vehicles. Fleet personnel are unavailable apparently assigned to fire and police support. Need to have trucks back on the road to clear fallen trees on several roadways. More snow fall forecasted for this evening– request City or contract service crews and equipment to Westbridge Yard by 1300 today. Report to Ray Thew yard foreman.
6. Communications support request to Seattle EOC – Lost intercom/phone service to Parks North Shops – Need a team of ACS radio operators to establish radio communications between that facility and Westbridge dispatch to handle logistical communications – department radio systems are overloaded. Report to Harvey Breeland, Crew Chief at North Shops 1820 N 82<sup>nd</sup> St.

Need more messages? – you can make them up.... Good luck with the exercise.....