

PREPAREDNESS/DETAIL REQUEST

ATTACHMENT TO RESOURCE ORDER NUMBER: _____ REQ. NO(S): _____

1. POSITION(S): _____ NUMBER OF PERSONS REQUESTED: _

2. MINIMUM "RED CARD" RATING: _____

3. EMPLOYMENT STATUS: []REGULAR FEDERAL AGENCY []AD []OTHER _

4. AGENCY UNIFORM: []YES []NO—FIRE RESISTANT CLOTHING: []YES []NO

5. DRIVERS LICENSE NEEDED: []YES []NO—ENDORSEMENT: ____

6. GOVERNMENT VEHICLE: []YES []NO—TYPE: _

7. PRIVATE VEHICLES AUTHORIZED: []YES []NO—NUMBER: ____

8. RADIOS NEEDED: []YES []NO—TYPE: _____ NUMBER: _____

9. REQUESTING UNIT'S ELECTRONIC TECHNICIAN'S NAME: _____

10. LENGTH OF DETAIL: _____ THROUGH _____ INCLUDING TRAVEL

11. ESTABLISHED WORKWEEK: _____ HOURS OF DUTY: _____

12. PERSONNEL MAY BE ROTATED: []YES []NO—HOW OFTEN: _

ROTATION PAID BY: SENDING UNIT: _____ REQUESTING UNIT: _

13. BASE SALARY PAID BY: _____

TRAVEL PAID BY: _____ PER DIEM PAID BY: _____

14. EQUIPMENT USE MILEAGE/FOR/ETC. PAID BY: _____

15. REQUESTING UNIT'S ELECTRONIC ADDRESS: _____

16. REQUESTING UNIT'S ESTIMATED TOTAL COST: _____

17. REQUESTING UNIT'S PERSONNEL OFFICER: _____

TELEPHONE NUMBER: _____

18. REQUESTING UNIT'S B & F OFFICER: _____

TELEPHONE NUMBER: _____

19. TEMPORARY DUTY STATION: _____

ADDRESS/P.O. BOX: _____

TELEPHONE: _____

20. GOVERNMENT LODGING: []YES []NO—MESS HALL: []YES []NO

GOVERNMENT COOKING FACILITIES ONLY: []YES []NO

COMMERCIAL LODGING: []YES []NO—RATE: \$_____ - MEALS []YES []NO

21. NEAREST COMMERCIAL AIRLINE CITY:

22. REMARKS: