

OVERNIGHT CHECK-IN
LOS PADRES COMMUNICATIONS CENTER

General Operating Hours: 0730 – 1800
PH: 805-938-9142 Ext. (0)
FAX: 805-219-7738
EMAIL: sm.fs.lpcc@usda.gov
FAX or EMAIL this form to LPCC.

Before departing on your overnight trip, you are required to confirm receipt with LPCC

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|---|-------|--|-------|
| District Employed: | | | |
| Method of Check-In: (IE: radio, cellular phone, satellite phone - provide phone number.) (Unit must be able to check-in at designated times – NO EXCEPTIONS , Reference Health & Safety Code Handbook Section 3-2.) | | | |
| Radio Call Sign/Identifier: | | | |
| Project Leader Name: | | | |
| Number in Group: | | USFS SPOT Tracker: Yes <input type="checkbox"/> No <input type="checkbox"/> SPOT ID: | |
| SPOT Contact: (Recommended to be Supervisor/Work Leader) | | | |
| Supervisor/Work Leader Name: (Mandatory Entry) | | Office Phone: | |
| | | Home Phone: | |
| Date In: | Time: | Date Out: | Time: |
| Entry Location: | | | |
| Exit Location: | | | |
| Does your project require work prior to or later than normal operating hours? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, and unable to utilize the phone for check-in or check-out. You are required to coordinate with dispatch prior to your trip, to see if arrangements can be made to receive your radio call earlier or later. | | | |
| REMARKS: (Indicate check-in times for after hours.) | | | |
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*Check-in is **required** twice a day between 0730-0830 and 1630-1730. If a unit fails to check-in at required or designated times, LPCC will contact the field unit's supervisor for help in locating.

[This portion of form is for LPCC use.]

| DAY | AM (Time) | PM (Time) | DISPATCHER | LOCATION OF UNIT |
|-----------|-----------|-----------|------------|------------------|
| Sunday | | | / | / |
| Monday | | | / | / |
| Tuesday | | | / | / |
| Wednesday | | | / | / |
| Thursday | | | / | / |
| Friday | | | / | / |
| Saturday | | | / | / |