

Hamer, Naomi

From: Rosado, Guillermo
Sent: Friday, July 20, 2007 12:18 PM
To: Hamer, Naomi
Subject: Suggestions for Incident Command

As requested:

1-State of the art mobile office

A- Computer with:

- a- Arc Map program to view sewer as-built, contract drawings, drainages plans
 - b- Outlook Program with generic email profile to the command bus
 - c- Excel to prepare staffing schedules
 - e- Adobe Acrobat to view new Water Maps in a PDF format
 - f- Hanson
 - g- Access to the field cards program and the tap card program
 - h- Internet access (weather report)
 - i- Television for the news or have the computer with TV news access.
- B- Fax machine**
- C- Copying machine with 11x17 paper (plotters too big and cumbersome)**
- D- Scanner**
- E- Wireless connection to the intranet network**
- F- Wireless phone connection**
- G- Tables and chairs (no oven required).**

2- Clerical staff to answer phones and update reports in HANSON in real time as the field work is completed.

3- A clear and specific protocol for the paper work. Does it stay in the field office? Is it returned to the yard?

4- A clear chain of command of the incident command trickled down to the district supervisors.

If I think of anything else I'll email you.

7/24/2007

Guillermo Rosado
Deputy Chief, Maintenance Division
Tel: (718) 595-5264
Fax: (718) 595-5310

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