



## TX-TERT Activation Request Form

Please ensure to notify your 9-1-1 telecommunicators that TERT assistance is being requested and a TERT team may be deployed to assist your agency

### Requesting Agency Information

Agency Name: \_\_\_\_\_

Address: \_\_\_\_\_

Primary Point of Contact: \_\_\_\_\_

**Note** – preferably this person is associated the 9-1-1 communications center

24/7 Telephone Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

Secondary Point of Contact: \_\_\_\_\_

**Note** – preferably this person is associated the 9-1-1 communications center

24/7 Telephone Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

Nature of emergency and impact to the requesting agency:

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## TX-TERT Activation Request Form

Number and type of TERT members needed:

Call taker - \_\_\_\_\_

Radio Dispatcher - \_\_\_\_\_

Fire/EMS Specific - \_\_\_\_\_

Special Requests:

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Length of Shift currently working: \_\_\_\_\_

**Note** – TERT members work the entire time during a deployment without days off.

Anticipated length of time needed: \_\_\_\_\_

**Note** - TERT deployments cannot exceed 14 days. If TERT assistance is required for more than 14 days, a second deployment request will need to be submitted.

Reporting location and Point of Contact 24/7 telephone number:

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Can housing accommodation be met? \_\_\_\_\_

**Note** - It is not required of the requested agency to provide housing accommodation, but it is appreciated.



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Roadblocks, flooded roadways, checkpoints, enforced curfew, etc. that would prevent the TERT team from reaching your agency?

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Will Critical Incident Stress Management or Peer to Peer support be needed?

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**Note** – This is a free service and TX-TERT supports requesting agencies to consider these services.

Additional instructions or special requests:

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## TX-TERT Activation Request Form

Requesting Agency Survey

9-1-1 Call Handling Equipment: \_\_\_\_\_

9-1-1 Mapping Solution: \_\_\_\_\_

Computer Aided Dispatch (CAD) Manufacturer: \_\_\_\_\_

Radio System Manufacturer: \_\_\_\_\_

Will TERT members need to bring a headset? \_\_\_\_\_

Disciplines your agency dispatches for? Please indicate all.

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Additional equipment TERT members will utilize:

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**Note** – The requesting agency will need to provide an overview of the equipment and provide basic training for TERT members before they transition into their role. Please ensure the training and transition plan is ready before arrival.