DATE:

SITUATION

|  |  |
| --- | --- |
| Global |  |
| National |  |
| Provincial / Regional |  |
| Local |  |
| Medical |  |
| Weather |  |

GOALS / TASKS

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | Pers #1: | Pers #2: | Pers #3: | Pers #4: |
| Month |  |  |  |  |
| Week |  |  |  |  |
| Day |  |  |  |  |

TIMINGS

|  |  |  |
| --- | --- | --- |
| Description | Time | Remarks |
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COORDINATING INSTRUCTIONS (Amplifying Details)

|  |  |
| --- | --- |
| Description | Details |
| Daily Routine: |  |
| Meal Plan (Day) | Breakfast:Lunch:Supper: |
| Social Distancing Protocols: |  |
| Personal Protective Equipment:  |  |
| Personal Hygiene Practices: |  |
| Actions on COVID-19 Symptoms: |  |
| Actions on contact with a suspected or infected person: |  |
| Actions on entry to the house: |  |
| Actions on Fire: |  |
| Online Homework protocols: |  |
|  |  |
|  |  |

LOGISTICS & ADMINISTRATION

|  |  |  |
| --- | --- | --- |
| Description | Details | Location (purchase) |
| Food: |  |  |
| Water / Beverages: |  |  |
| Sanitary / Hygiene products: |  |  |
| Medical / Medication: |  |  |
| Sanitation: |  |  |
| Cleaning Supplies: |  |  |
| Fuel: |  |  |
| Garbage / Recycling: |  |  |
| School Homework: |  |  |
| Banking: |  |  |
|  |  |  |
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SUPERVISION & COMMUNICATIONS

Emergency Contact List

|  |  |  |
| --- | --- | --- |
| Contact | Phone Number | Email |
|  |  |  |
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Call List (check-in / keep in touch)

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Contact | Mon | Tue | Wed | Thu | Fri | Sat | Sun |
|  |  |  |  |  |  |  |  |
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