

DRIVE-THROUGH POINT OF DISTRIBUTION TEAM

DESCRIPTION	A Drive-Through Point of Distribution (POD) Team establishes a location that the public can access by car to obtain critical emergency supplies during and after an emergency. Government agencies, nongovernmental organizations (NGO), private sector organizations and combinations of these groups can establish and operate each site
RESOURCE CATEGORY	Mass Care Services
RESOURCE KIND	Team
OVERALL FUNCTION	<p>A Drive-Through POD Team:</p> <ol style="list-style-type: none"> 1. Establishes drive-through distribution operations at a site, as specified by the Authority Having Jurisdiction (AHJ) 2. Works closely with the Distribution of Emergency Supplies (DES) Task Force to regulate the flow of supplies and to notify the public of locations and hours of operation 3. Distributes supplies in an orderly, efficient and safe manner via defined vehicle lanes and loading points 4. Maintains accurate records of items distributed 5. Restocks supplies at the site
COMPOSITION AND ORDERING SPECIFICATIONS	<ol style="list-style-type: none"> 1. Discuss logistics for deploying this team, such as working conditions, length of deployment, security, lodging, transportation and meals, prior to deployment 2. This team supports pre-disaster planning and post-disaster supply distribution to meet survivors' immediate needs 3. The number of Drive-Through POD sites varies depending on the incident type, size, scale and duration 4. The condition of the transportation infrastructure may obstruct access to a POD site or affect resupply operations 5. A Drive-Through POD may operate for extended hours to give the public maximum access 6. The requestor determines the amount and type of security to prevent theft and provide traffic control

Each type of resource builds on the qualifications of the type below it. For example, Type 1 qualifications include the qualifications in Type 2, plus an increase in capability. Type 1 is the highest qualification level.

COMPONENT	TYPE 1	TYPE 2	TYPE 3	NOTES
MINIMUM PERSONNEL PER TEAM	78	34	19	Not Specified
MANAGEMENT AND OVERSIGHT PERSONNEL PER TEAM	Same as Type 2, PLUS: 1 - NIMS Type 1 DES Team Leader 2 - NIMS Type 2 DES Team Leader	Same as Type 3, PLUS: 1 - NIMS Type 1 DES Team Leader	2 - National Incident Management System (NIMS) Type 2 DES Team Leader	Not Specified
SUPPORT PERSONNEL PER TEAM	Same as Type 2, PLUS: 2 - Forklift Operator 39 - NIMS Type 1 Mass Care Specialist	Same as Type 3, PLUS: 1 - Forklift Operator 13 - NIMS Type 1 Mass Care Specialist	2 - Forklift Operator 15 - NIMS Type 1 Mass Care Specialist	<ol style="list-style-type: none"> 1. All forklift operators have training and certification in accordance with Occupational Safety and Health Administration (OSHA) requirements 2. Forklift operators also have AHJ authorization to operate assigned equipment 3. The forklift operator is not a NIMS typed position

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COMPONENT	TYPE 1	TYPE 2	TYPE 3	NOTES
SITE SIZE PER TEAM	250' x 500' to accommodate four vehicle lanes and 12 loading points	250' x 300' to accommodate two vehicle lanes and six loading points	150' x 300' to accommodate one vehicle lane and three loading points	Type 2 and Type 3 Drive-Through POD sites may include a pedestrian lane if space permits and if there are no safety concerns
THROUGHPUT PER TEAM	276 to 550	141 to 275	Up to 140	<ol style="list-style-type: none"> 1. Type 1 POD supports up to 12 loading points and four vehicle lanes, and serves up to 20,000 people per day 2. Type 2 POD supports up to six loading points and two vehicle lanes, and serves up to 10,000 people per day 3. Type 3 POD supports up to three loading points and one vehicle lane, and serves up to 5,000 people per day 4. Throughput is the estimated number of vehicles the Drive-Through POD Team serves per hour. The number of vehicles served varies based on available personnel, number of load stations, and item packaging 5. Throughput estimates assume that one vehicle represents a household of three people
OPERATIONS EQUIPMENT PER TEAM	Same as Type 2	Same as Type 3	Equipment includes the following: <ol style="list-style-type: none"> 1. Forklifts 2. Pallet jacks 3. Hand trucks 4. Lighting 5. Large trash containers 6. Traffic control devices 7. Portable toilets 8. Tents or canopies 	Not Specified
PERSONAL PROTECTIVE EQUIPMENT (PPE) EQUIPMENT PER TEAM MEMBER	Not Specified	Not Specified	Not Specified	PPE is mission specific and may vary by working environment; it includes protective footwear, protective clothing for skin exposure, eye and ear protection, respirators, gloves and masks

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COMPONENT	TYPE 1	TYPE 2	TYPE 3	NOTES
ELECTRONICS AND COMMUNICATIONS EQUIPMENT PER TEAM	Same as Type 2	Same as Type 3	<ol style="list-style-type: none"> 1. Cellular Phone (one per team member) 2. Laptop computer (one per team member) 3. Handheld two-way radio (one per team member) 4. 1 - GPS unit 5. 1 - Handheld public address horn or system 6. 1 - National Oceanic and Atmospheric Administration (NOAA) weather alert radio 7. 1 - Directional sign 	<ol style="list-style-type: none"> 1. The DES Team Leader communicates depletion rates and operational changes to the Logistics Staging Area (LSA), the Distribution of Emergency Supplies Task Force and the Logistics Chief 2. The AHJ determines the number of directional signs after completing a risk assessment 3. Requestor selects and programs two-way radios based on AHJ requirements 4. Consider alternate forms of communication, such as satellite phones, based on the mission assignment and team needs

NOTES

Nationally typed resources represent the minimum criteria for the associated component and capability.

REFERENCES

1. FEMA, NIMS 508: Distribution of Emergency Supplies Task Force
2. FEMA, NIMS 509: Distribution of Emergency Supplies Team Leader
3. FEMA, NIMS 508: Donated Goods Warehouse Management Team
4. FEMA, NIMS 508: Donations Coordination Task Force
5. FEMA, NIMS 509: Donations Specialist
6. FEMA, NIMS 509: Mass Care Specialist
7. FEMA, NIMS 508: Mobile Distribution Team
8. FEMA, NIMS 509: Pedestrian Point of Distribution Team
9. FEMA, NIMS 509: Volunteer Agency Liaison
10. FEMA, National Incident Management System (NIMS), October 2017
11. Occupational Safety and Health Administration (OSHA) 29 Code of Federal Regulations (CFR) Part 1910.178(l): Powered Industrial Trucks, latest edition adopted