

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 these sites.
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 security, lodging, transportation, and meals, prior to deployment 2. This team works 12 hours per shift, is self-sustainable for 72 hours, and is deployable up to 14 days 3. This team supports pre-disaster planning and post-disaster supply distribution to meet survivors' immediate needs 4. The number of Drive-Through POD sites varies depending on the incident type, size, scale, and duration 5. The condition of the transportation infrastructure may obstruct access to a POD site or affect resupply operations 6. A Drive-Through POD may operate for extended hours to give the public maximum access 7. 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
EQUIPMENT PER TEAM ELECTRONICS AND COMMUNICATIONS	Same as Type 2	Same as Type 3	<p>Cellular Phone (one per team member) Laptop computer (one per team member)</p> <p>Handheld two-way radio (one per team member) 1 - GPS unit 1 - Handheld public address horn or system 1 - National Oceanic and Atmospheric Administration (NOAA) weather alert radio 1 - Directional sign</p>	<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.

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COMPONENT	TYPE 1	TYPE 2	TYPE 3	NOTES
EQUIPMENT PER TEAM OPERATIONS	Same as Type 2	Same as Type 3	Equipment includes the following: 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	The DES Team Leader orders equipment to supplement what the requestor provides, based on the FEMA and USACE Guide to Points of Distribution.
PERSONNEL PER TEAM MANAGEMENT AND OVERSIGHT	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
PERSONNEL PER TEAM OPERATIONS AND SUPPORT	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	1. All forklift operators have training and certification in accordance with Occupational Safety and Health Administration (OSHA) requirements. Forklift operators also have Authority Having Jurisdiction (AHJ) authorization to operate assigned equipment. 2. The forklift operator is not a NIMS typed position.
SITE PER TEAM SIZE	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.

Superseded

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COMPONENT	TYPE 1	TYPE 2	TYPE 3	NOTES
TEAM PER TEAM THROUGHPUT	276 to 550	141 to 275	Up to 140	<p>1. Type 1 POD supports up to 12 loading points and four vehicle lanes, and serves up to 20,000 people per day.</p> <p>2. Type 2 POD supports up to six loading points and two vehicle lanes, and serves up to 10,000 people per day.</p> <p>3. Type 3 POD supports up to three loading points and one vehicle lane, and serves up to 5,000 people per day.</p> <p>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.</p> <p>5. Throughput estimates assume that one vehicle represents a household of three people, per the U.S. Army Corps of Engineers (USACE) Local Distribution Point Planning for Commodities document.</p>

Superseded

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 and United States Army Corps of Engineers (USACE), Guide to Points of Distribution, January 2009
11. American Red Cross, Bulk Distribution Handbook, 2013
12. Occupational Safety and Health Administration (OSHA) 29 Code of Federal Regulations (CFR) Part 1910.178(l): Powered Industrial Trucks, latest edition adopted
13. USACE, Local Distribution Point Planning for Commodities, June 2005

Superseded