

SITE JOURNAL CONTENTS

- Completed Site Journal
- Exhibit A: Site Inspection Photos
- Exhibit B: Site Posting Photos
- Exhibit C: Outreach Report
- Exhibit D: Clean Up & Storage Photos
- Exhibit E: Storage Detail

A. SITE INSPECTION

To be filled out by the Field Coordinator prior to any Full Encampment Clean Up and as part of any Obstruction or Hazard Removal. Site Journals and photos should be saved in the appropriate location.

Encampment:	S Lane St to S Dearborn St from 12th Ave S to 10th Ave S		
Site Address:		Date of Inspection:	9/1/2023
		Date of Clean-Up:	9/7/2023
Final Inspector:	Kareem Jenkins	CSR #:	
Referred By:		Photos to HSD?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

CPT/Bike SPD Response? ☐ Yes ☒ No

Date of Call to Duty Officer :		Time of Call to Duty Officer:	
Date of Call to FC :		Time of Call to FC:	
Date of FC Response :		Time FC arrived on site:	
Time of FC departure from site:		Action:	

System Navigator Called?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Name of SN:	
Date of Call to SN :		Time of Call to SN:	
Time SN arrived on site:		Offer of Shelter Made?:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

SITE OCCUPANCY DATA

Date of Inspection	Tents	Structures	Bed Rolls	Vehicles	TOTAL COUNT
9/1/2023	20	9	2	7	38

VULNERABLE POPULATIONS

Perceived Elderly (60+ years old)	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Perceived Infants/Children (≤ 14 years old)	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Perceived Youth (15-24 years old)	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Perceived Not Ambulatory	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Perceived Wounds	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Near Facilities for Children (e.g., school, daycare)	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Near Facilities for the Elderly (e.g., nursing home)	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Perceived Women	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Perceived Couples	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
LGBTQIA (DATA ONLY COLLECTED IF ASKED-- otherwise leave blank)	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
POC (DATA ONLY COLLECTED IF ASKED-- otherwise leave blank)	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Presence of Alcohol	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Presence of Contained Sharps	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No

TOTAL COUNT:	3
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PUBLIC HEALTH/BIOWASTE

Rats/Mice	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Hazardous Materials	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Bio Waste	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Chemical Waste	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Food Waste	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Within 50ft of a water body or wetland	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Loose Sharps	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

TOTAL COUNT:	6
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SOLID WASTE

Disorganized Garbage	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Bagged Garbage	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Loose Garbage	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Bulky Items Garbage	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Metal	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

TOTAL COUNT:	4
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PUBLIC SAFETY/STRUCTURAL CONCERNS

Weapons ☐ Yes ☒ No

STRUCTURAL CONCERNS/ENVIRONMENTAL RISKS/EMERGENCY RISKS

Near Industrial Zone-blocking vehicle site ☒ Yes ☐ No

Park	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	lines			
Sidewalk	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Falling Trees/Limbs	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Proximity to Bridge	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Forested Area	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Impeding Roadway	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Rented Area	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Within 50ft of a Guardrail	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Property Damage	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Heavy Traffic	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<table border="1"> <tr> <td>TOTAL COUNT:</td> <td>5</td> </tr> </table>		TOTAL COUNT:	5
TOTAL COUNT:	5					
Slope more than 27 degrees	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No				
Slide Zone	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No				
Fires	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No				
Exposed Electrical Wiring	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No				
Other	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No				
<table border="1"> <tr> <td>TOTAL COUNT:</td> <td>8</td> </tr> </table>			TOTAL COUNT:	8		
TOTAL COUNT:	8					

TOTAL SCORE	76
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PRIORITY CONDITION DATA

EXHIBIT A: SITE INSPECTION PHOTOS

During a site inspection, Field Coordinators should take photos of the following and store the photos in the appropriate G: Drive folder:

- Cross Street Signs
- Photos of Individual Tents
- Vehicle/RVs/License Plates
- General Photos of the Encampment
- Debris Fields

NAVIGATION TEAM ASSESSMENT

- ☒ Full encampment cleanup
- ☐ Litter pick
- ☐ Reported to SPU as illegal dump
- ☐ Obstruction or hazard cleanup

☐ Clean - No Campers

B. 72-HOUR CLEAN RESOURCE PLANNING

SITE CREW ASSESSMENT *of* FIELD CONDITIONS

JOB SITE INSTRUCTIONS

Fall Protection Required	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Waste Hauling to Dump	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Waste Hauling to Other Location	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Vegetation Pruning	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Biohazard Waste	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Chemical Waste	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No

Specifications/Notes

EXTERNAL CONTRACTORS

	Total	Description
Number of Labor Crew	3	Fresh Family
Number of Hazmat Crew	3	
Number of Truck Drivers	3	
Contractors Labor Crew Hours On-Site	18	

INTERNAL CLEAN UP TEAMS

	Total	Description
Number of Heavy Crew	1	SPR Heavy
Heavy Crew Hours On-site	6	
Number of Labor Crew	1	SPR Light Team
Labor Crew Hours On-site	18	



STAGING LOCATION

Date/Time: _____ Location: _____

72-HOUR CLEAN PRE-CLEANUP ACTIVITIES

EXHIBIT B: SITE POSTING PHOTOS

No Regular Encampment Clean-up: 72-hour Notice

- Cross Street Signs
- General Photos of the Encampment
- Close up to read post signage
- At a distance to view entire camp
- After Photos

Field Coordinators should take photos and collect photos from the Navigation Officers and store them photos in the appropriate G: Drive folder:

EXHIBIT C: OUTREACH REPORT

The Outreach Coordinator will provide a consolidated report for both pre-engagement and day-of-activities of the outreach and Navigation team.

Date	Type	Location	Male Outreach	Female Outreach	Non-specific Gender	TOTAL # of People Contacted
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72-HOUR CLEAN DAY OF CLEAN-UP

For **regular encampment clean-ups**, all checklist items must be marked "Yes" at the start time of the event in order proceed with the clean-up. If for any reason the of the following questions are answered "No" – **the Field Coordinator must immediately halt the clean-up activities**. Hazard and Obstruction clean-ups are excluded from this.

FIELD COORDINATOR

Kareem Jenkins



CHECKLIST *for* ENCAMPMENT CLEAN UP

Notice posting is 72 hours in advance of cleanup (Date:)	_____	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Cleanup is occurring on date specified in notice	_____	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Outreach was provided before the cleanup (Date:)	_____	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Outreach team is present at cleanup site		<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Personnel are ready to identify and collect belongings		<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
SPD or WSP officers are present to support cleanup		<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Crew is present and ready to support cleanup		<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

EXHIBIT D: CLEAN-UP PHOTOS

Field Coordinators are responsible for ensuring that photos are taken to document the clean-up event and saved to the appropriate location. This includes pictures of site conditions, tents, storage, and before/after photos.

- Photo of Storage Post
- Photos of Not Storable content
- Photos of Storable tents
- General Photos of the Encampment
- Tent/Structure Contents
- After Photos

SITE OCCUPANCY DATA

Date of Inspection	Tents	Structures	Bed Rolls	Vehicles	TOTAL COUNT
9/7/2023	15	10	3	0	28

STORAGE TOTALS

Number of Bins	Bikes	Large Luggage Items	Large Items
0	0	0	0

EXHIBIT E: STORAGE INFO

Field Coordinators are responsible for completing this form as part of the **Site Journal**. You should log the following –

- Owners who are present and accept storage
- Abandoned property that we are storing
- Abandoned property that we are disposing of and why

Each tent/structure/bedroll/vehicle should occupy one line so we can document if storage was offered, accepted, and/or to explain why items were disposed of.

Tent Naming Convention: T#-Initials-MonthDay **Example:** T1-JH-0428

Owner Name OR Tent/Structure #	Owner Present?	Storage?	Not Storable? <i>Check All That Apply</i>	# of Bins	# of Bikes	# of Luggage	# of Large Items	Short Description
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Inspection Photos



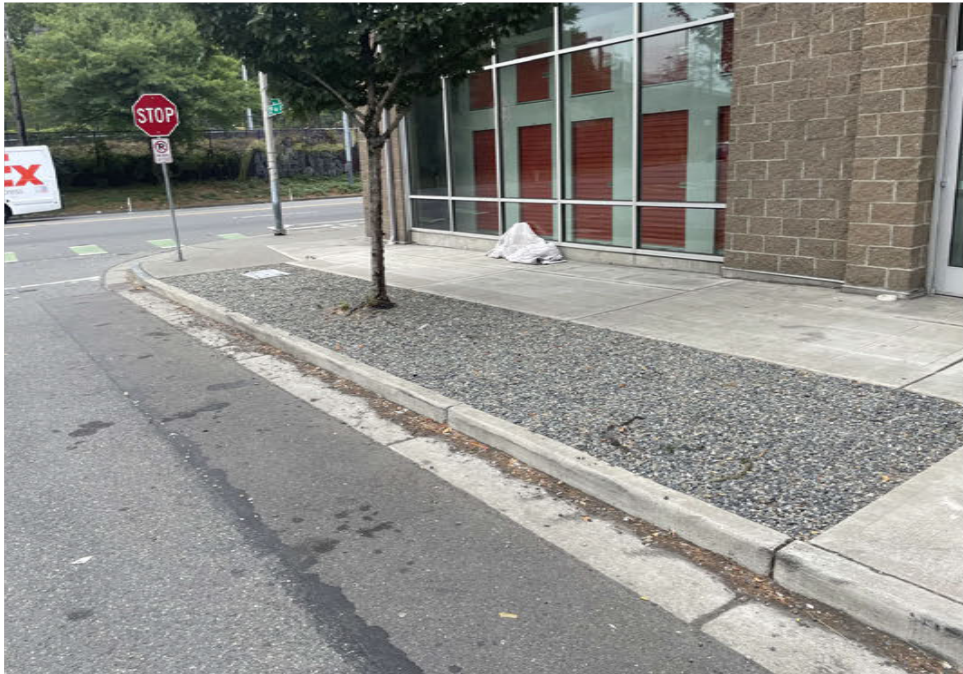




















Clean Up Photos









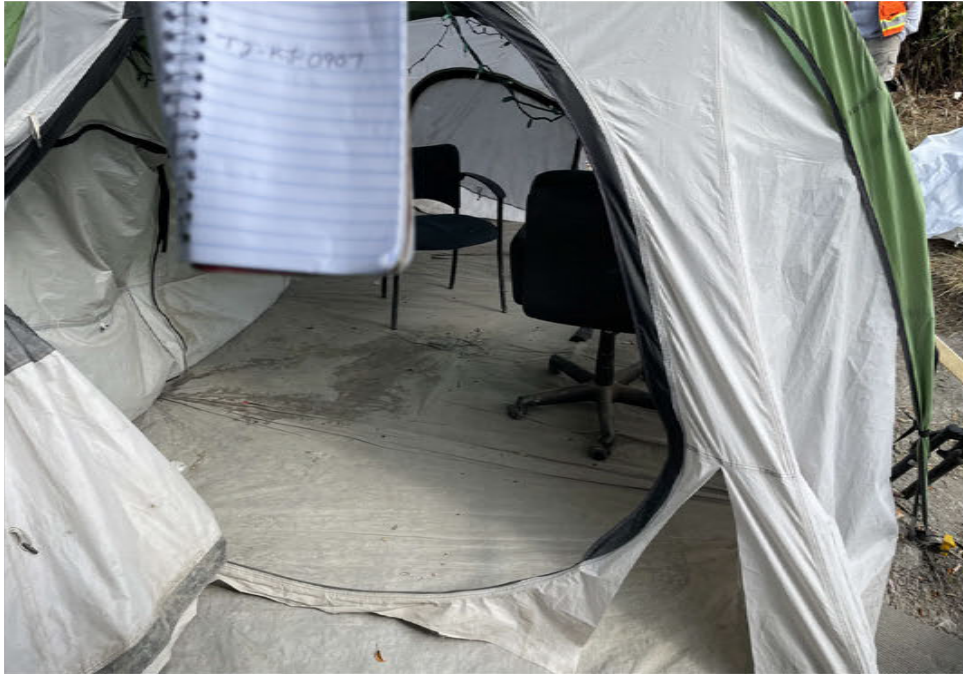


















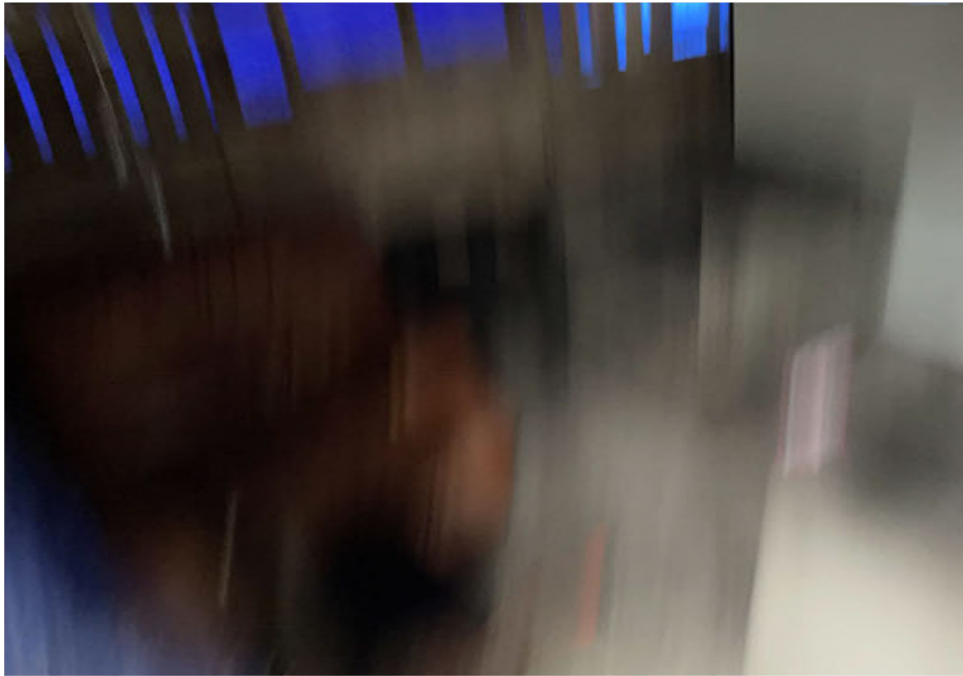
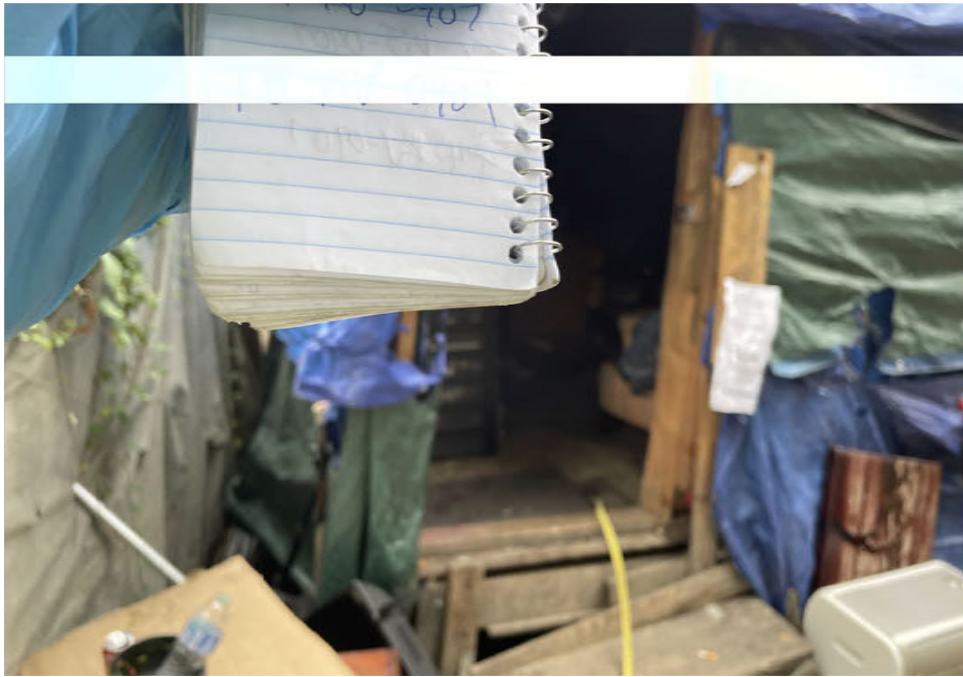








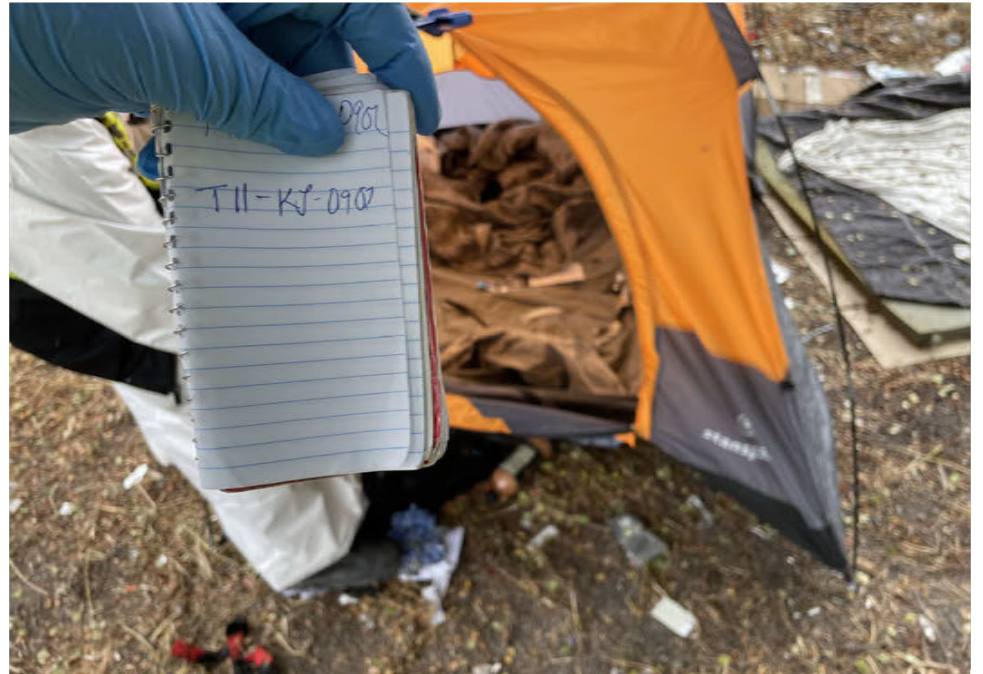




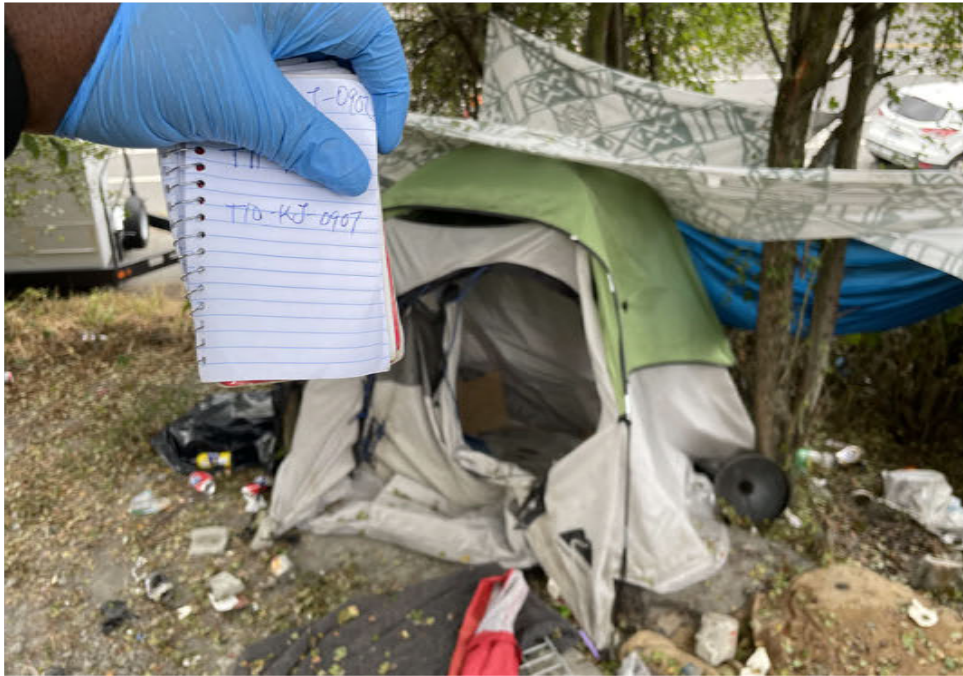
















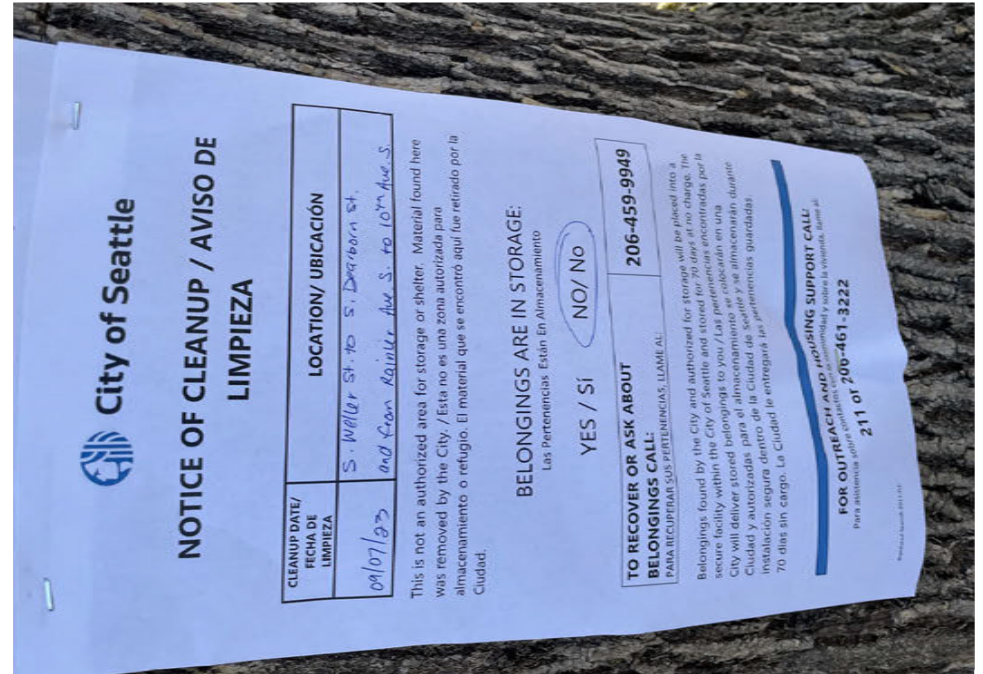








After Clean Photos











Posting Photos

City of Seattle
NOTICE/ THÔNG BÁO
ORDER TO REMOVE ALL PERSONAL PROPERTY
LỆNH MANG ĐI KHỎI TẤT CẢ TÀI SẢN CÁ NHÂN

LOCATION/ ĐỊA ĐIỂM
S. Weller St. to S. Dearborn St. and from Rainier Ave. S. to 10th Ave. S.

This is not an authorized area for storage or shelter. Any material here will be removed by the City at the following date and time. / Đây không phải là khu vực được phép lưu trữ hoặc trú ẩn. Bất kỳ tài liệu nào ở đây sẽ được thành phố gỡ bỏ vào ngày và giờ sau. Area cleanup is scheduled for / Don dẹp khu vực được lên lịch cho

DAY(S)/ NGÀY	DATE(S)/ NGÀY	START TIME (RANGE)/ HORA DE INICIO (RANGO)
Thursday/ Thứ năm Tuesday/ Thứ ba	09/07/23-09/12/23	9:00 a.m.

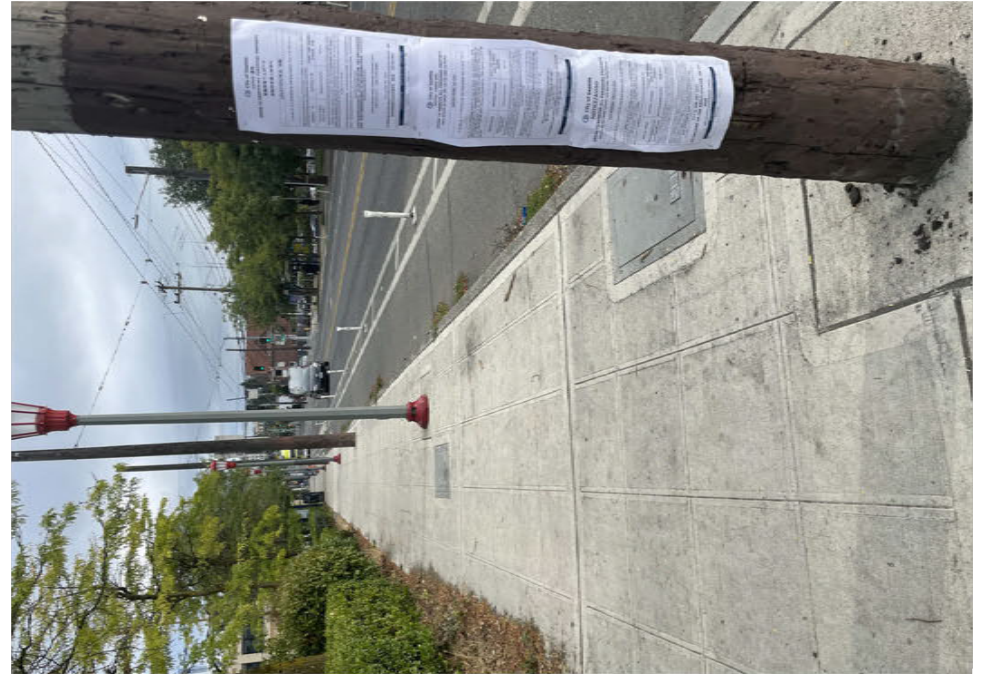
Materials in this area are an obstruction of the intended use of this property, are in a hazardous location or present a hazard. This is not an authorized area for storage or shelter. Any materials left here will be removed by the City on or after the date and time posted above, and belongings found by the City and authorized for storage will be kept for 70 days at no charge.

Vật dụng trong khu vực này cản trở mục đích sử dụng của tài sản này, ở trong chỗ nguy hiểm hoặc có thể tạo rủi ro. Đây không phải là khu vực được phép chứa hàng hoặc trú ẩn. Tất cả vật dụng nào còn để tại đây sẽ được thành phố mang đi chỗ khác vào ngày hoặc sau ngày và giờ nêu trên, và những đồ đạc được thành phố tìm thấy và được phép cất lại sẽ được lưu giữ miễn phí trong 70 ngày.

FOR OUTREACH AND HOUSING SUPPORT CALL:
ĐỂ TIẾP CÁN VÀ HỖ TRỢ NHÀ Ở, HAY GỌI:
211 or 206-461-3222

TO RECOVER OR ASK ABOUT STORAGE DE KHOI PHUC HOAC HOI VE DUNG
LƯƠNG LƯU TRU; 206-459-9949

Created	POST DATE/ NGÀY ĐĂNG BÀI	Post Time/ Thời gian	Verified/ Xác minh
KJ	09/01/23	9:00 a.m.	KR



City of Seattle
NOTICE/ 通知
ORDER TO REMOVE ALL PERSONAL PROPERTY
移除所有个人财产令
移除所有个人财产令

LOCATION/ 地点/ 地點
S. Weller St. to S. Dearborn St. and from Rainier Ave. S. to 10th Ave. S.

This is not an authorized area for storage or shelter. Any material here will be removed by the City at the following date and time. / 这不是被准许存放物品或庇护的区域。任何留在此处的物品将由市政府在以上公布的日期和时间之后移除。由市政府发现的并获准存放的物品将免费保存70天。

DAY(S)/ 天	DATE(S)/ 日期	START TIME (RANGE)/ 开始时间 (范围)
Thursday/ 星期四 Tuesday/ 星期二	09/07/23-09/12/23	9:00 a.m.

Materials in this area are an obstruction of the intended use of this property, are in a hazardous location or present a hazard. This is not an authorized area for storage or shelter. Any materials left here will be removed by the City on or after the date and time posted above, and belongings found by the City and authorized for storage will be kept for 70 days at no charge.

该区域内的物品会阻碍本物业的预期用途，处于危险位置或存在危险。此处不是被准许存放物品或庇护的区域。任何留在此处的物品将由市政府在以上公布的日期和时间之后移除。由市政府发现的并获准存放的物品将免费保存70天。

FOR OUTREACH AND HOUSING SUPPORT CALL:
外展及住房支持电话：/ 附展及住房支援電話：
211 or 206-461-3222

TO RECOVER OR ASK ABOUT STORAGE/ 要取回或詢問物品存放的相關資訊，請致電：
206-459-9949

Created	POST DATE/ 发布日期	Post Time/ 发布时间	Verified/ 验证
KJ	09/01/23	9:00 a.m.	KR



