



<b>NAVIGATION TEAM ASSESSMENT</b>		
<input checked="" type="checkbox"/> Full Encampment Clean Up	<input type="checkbox"/> Obstruction Removal	<input type="checkbox"/> Hazard Removal
	<input type="checkbox"/> Tent on side walk	<input type="checkbox"/> Safety of Occupant
	<input type="checkbox"/> Blocking intended use of facility	<input type="checkbox"/> Safety of other near and around camp
		<input type="checkbox"/> Cleared by scheduled contractors- FAS
		<input type="checkbox"/> Remand to SPU
<b>PRE-JOB SITE ASSESSMENT &amp; INSTRUCTIONS</b>		<b>Specifications/Notes</b>
Uneven Terrain (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	_____
<b>SPU ASSESSMENT &amp; INSTRUCTIONS</b>	<b>Date</b>	<b>Requirements:</b>
<input type="checkbox"/> Litter removed -area more than 20 feet from active camp		<input type="checkbox"/> Field Coordinator accessed
<input type="checkbox"/> Illegal Dumping -Encampment Related Trash		

## B. 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            |  |

#### Specifications/Notes

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#### EXTERNAL CONTRACTORS

	Total	Description
Number of Labor Crew Involved	2	Cascadia (2) without Trailer
Number of Hazmat Crew Involved	1	
Number of Truck Drivers Approved	1	
Number of Full Time Days On-site Approved	1	
Number of Partial Days On-site Approved	0	
Total Hours Approved	8	

#### INTERNAL CLEAN UP TEAMS

	Total	Description
Number of Heavy Teams	1	SPU and Cedar grove with Truck
Number of Light Teams	0	
Number of Full Time Days On-site Approved	1	
Number of Partial Days On-site Approved	0	
Total Hours Approved	8	

#### STAGING LOCATION

Date: 7-18-2018 Time: 0900 Location: 6<sup>th</sup> and Holgate

## C. PRE-CLEAN UP ACTIVITIES

**EXHIBIT B: SITE POSTING PHOTOS**

- Regular Encampment Clean-up:** 72-hour Notice
- Obstruction or Hazard Clean-up:** Notice of Immediate Removal

- Cross Street Signs
- General Photos of the Encampment
- Postings on Individual Tents
- Postings within the Vicinity
- Documentation of the Actual Obstruction or Hazard

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 Number of People Contacted
7/12/2018	Outreach	Utah & Holgate	6	1	0	7

**D. 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** James Shepard

**CHECKLIST for ENCAMPMENT CLEAN UP**

- |  |                   |   |
|--|-------------------|---|
| Notice posting is 72 hours in advance of cleanup (Date:) | <u>07/13/2018</u> | <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:)         | <u>07/12/2018</u> | <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 G: Drive folder. This includes pictures of site conditions, tents, storage, and before/after photos.

- Cross Street Signs
- General Photos of the Encampment
- Photos of Tent ID Numbers
- Individual Tent Contents
- Photos of Storage Bin Contents
- After Photos

**SITE OCCUPANCY DATA**

Day of Clean-up	Tents	Structures	Bed Rolls	Vehicles	TOTAL COUNT
7-18-2018	3	3	1	5	12

**STORAGE SUMMARY**

Total should equal total in Occupancy Data

TOTAL TENTS/STRUCTURES			
OWNER PRESENT Accepted Storage	1	ABANDONED TENT Content Storable	1
OWNER PRESENT Removed Tent	1	ABANDONED TENT Content Not Storable	0

TOTAL TENTS/STRUCTURES			
OWNER PRESENT Removed tent but stored contents	0	ABANDONED TENT Storable	1
OWNER PRESENT Asked FC to Discard Tent	0	ABANDONED TENT Not Storable	0

**STORAGE TOTALS**

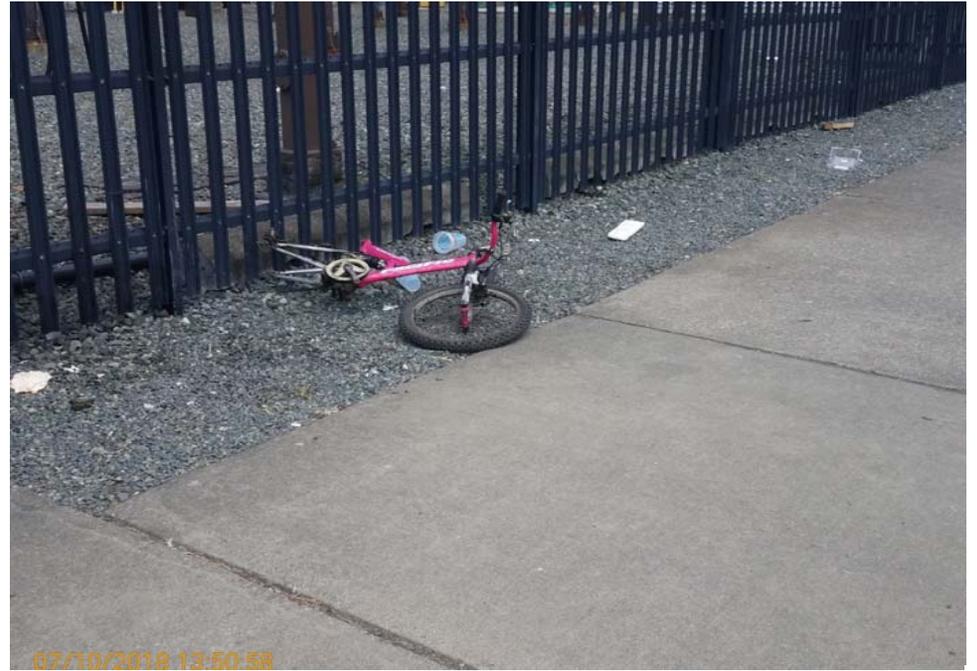
Number of Bins	Bikes	Large Luggage Items	Large Items
2	0	1	0

 **EXHIBIT E: STORAGE INFO**

Field Coordinators are responsible for ensuring that we log information about each tent/structure that is at the clean-up site. This includes regular, obstruction and hazard clean-ups.

# Exh A - Inspection Photos



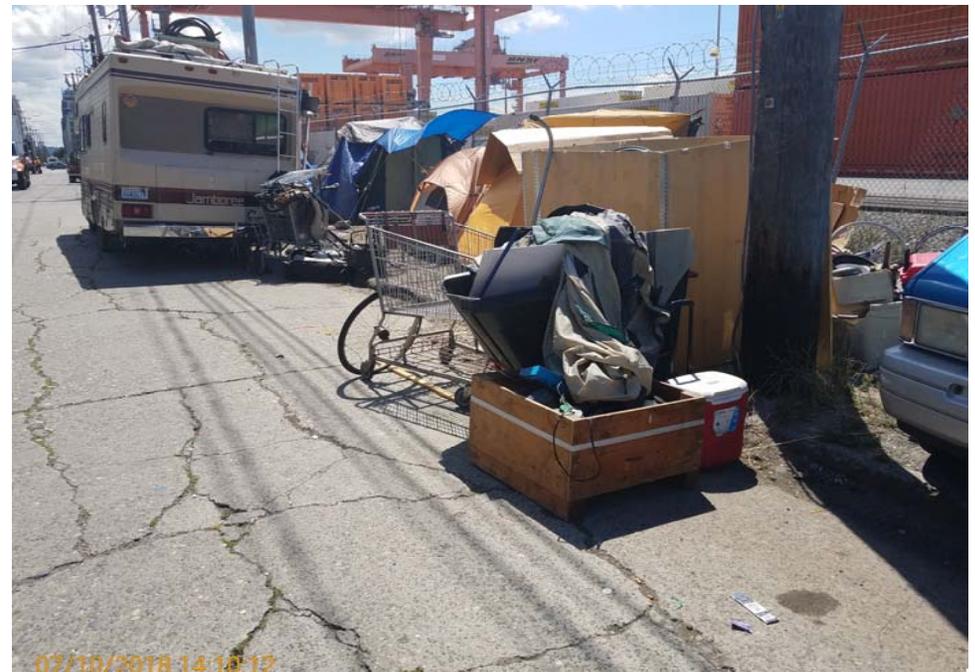
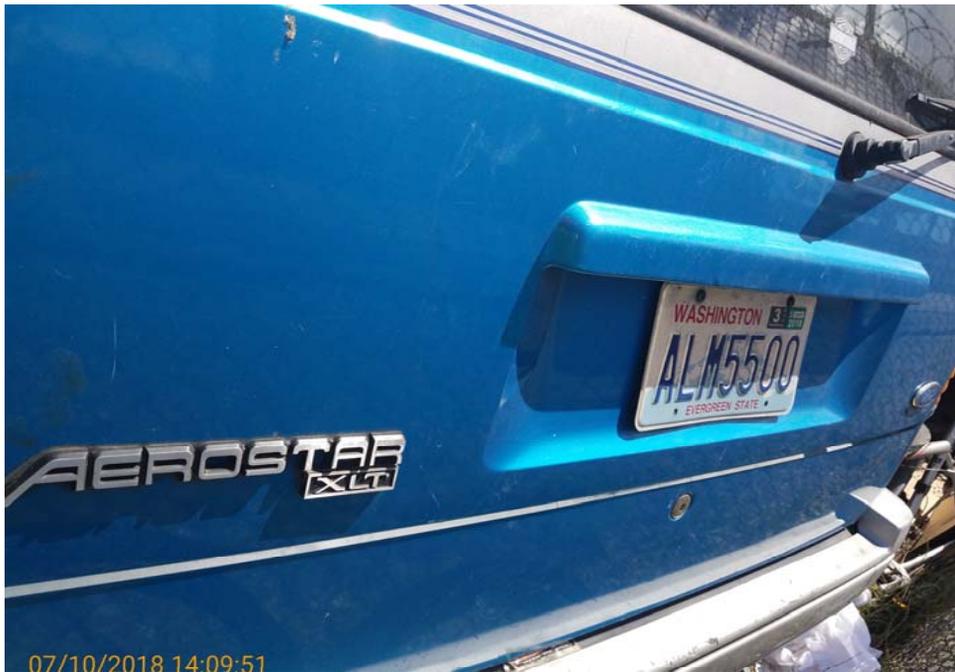




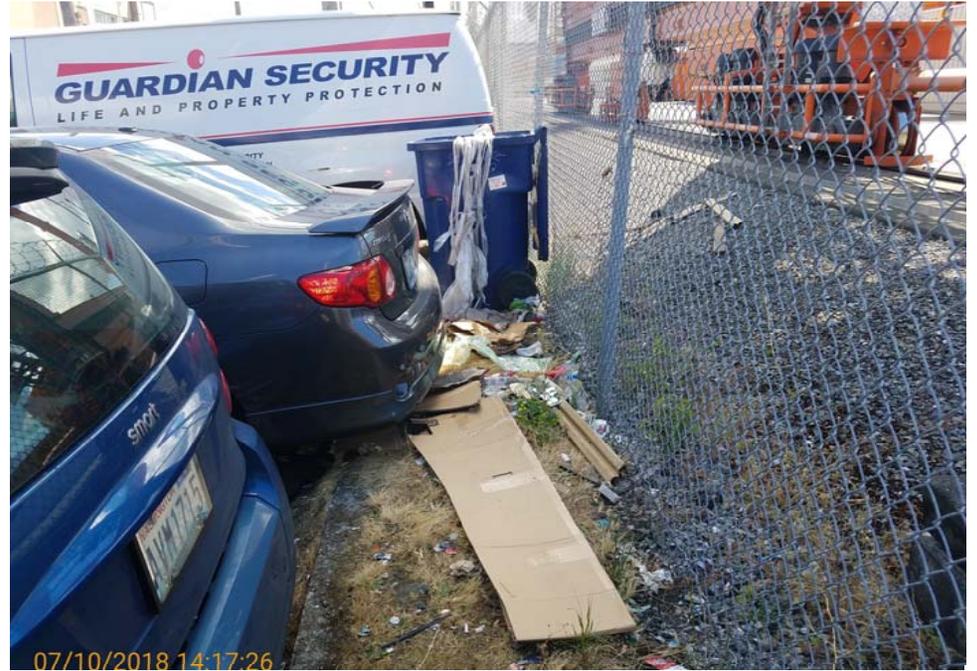






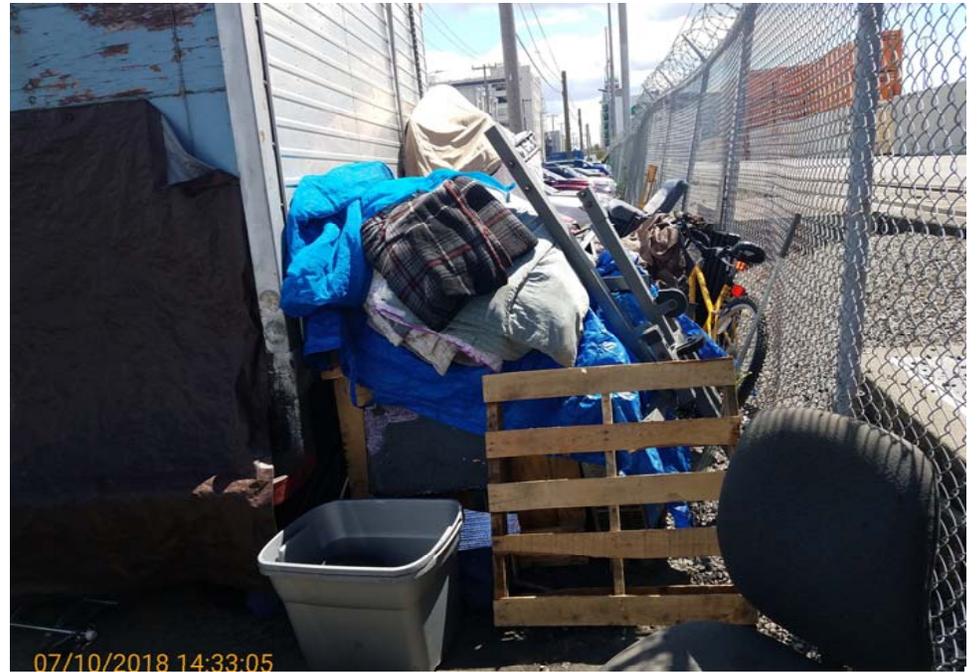


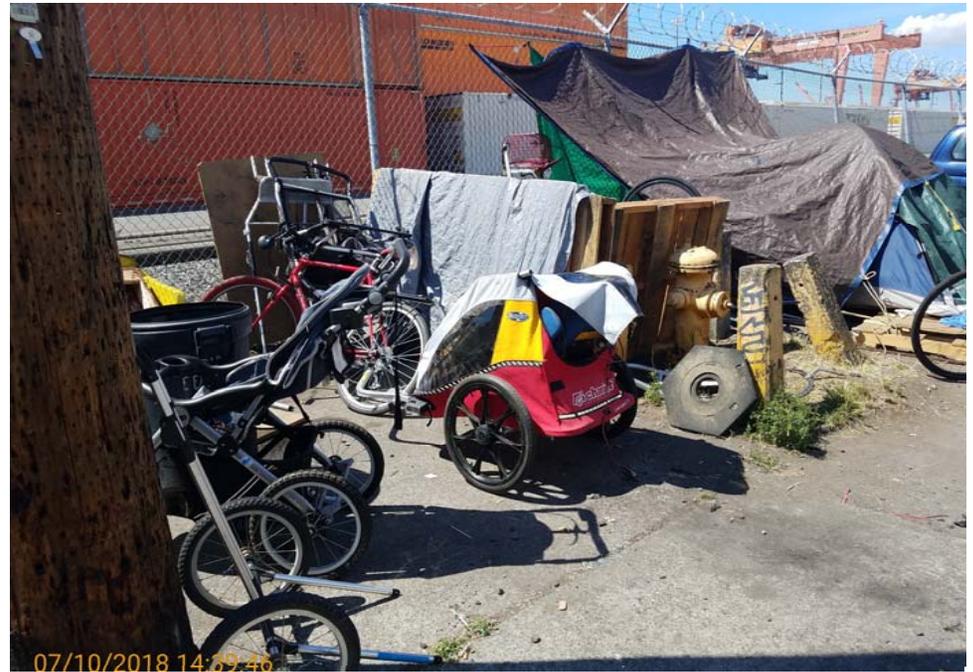




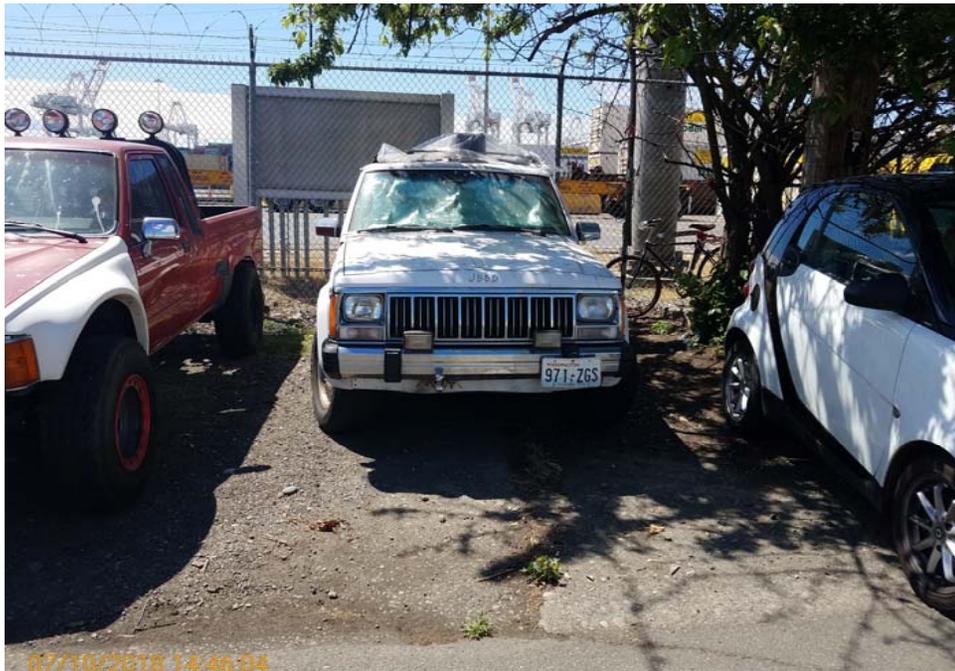


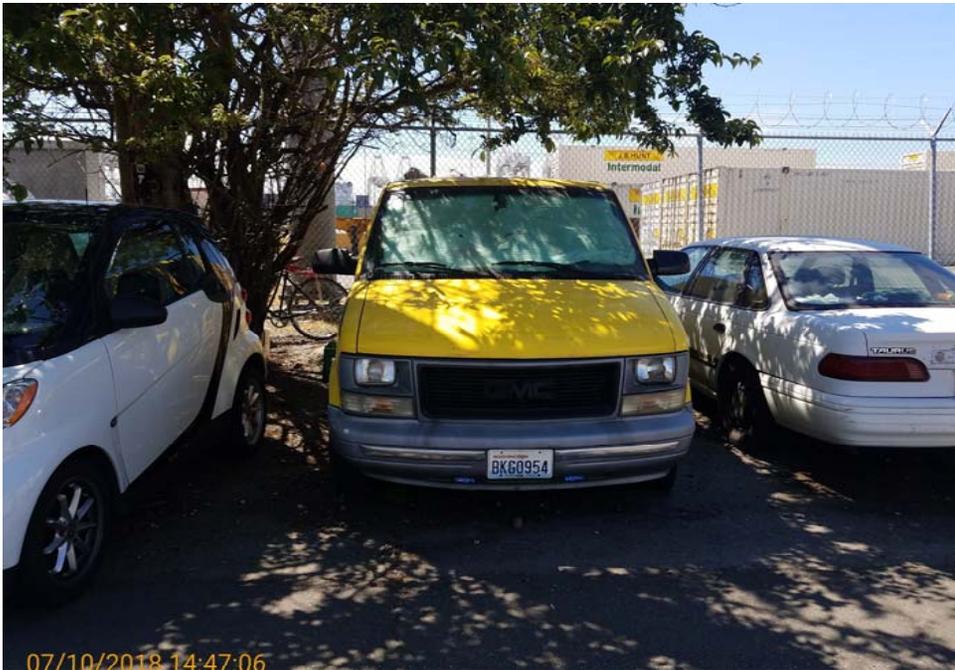








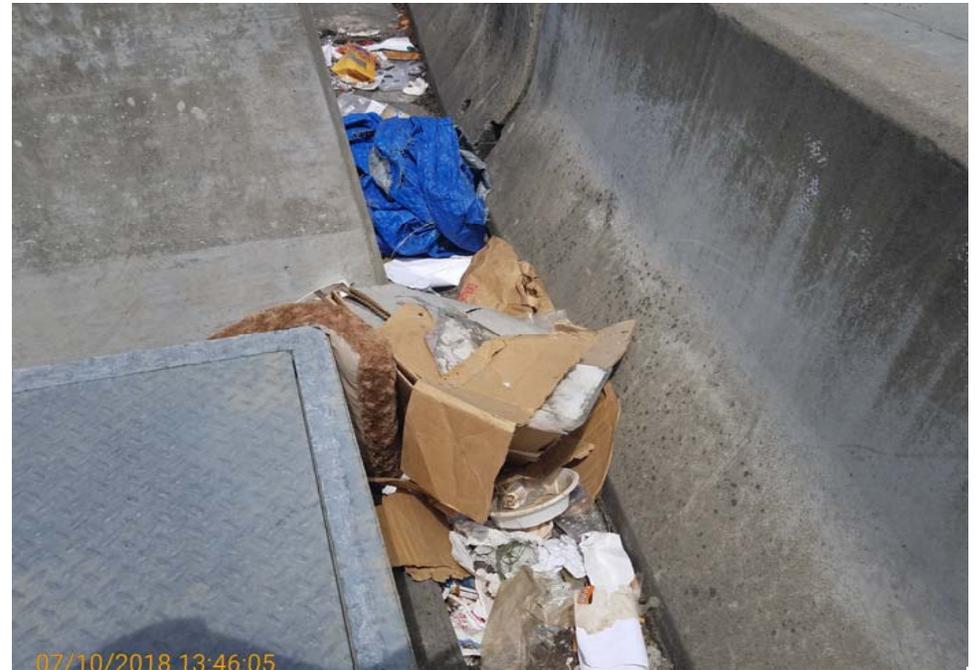
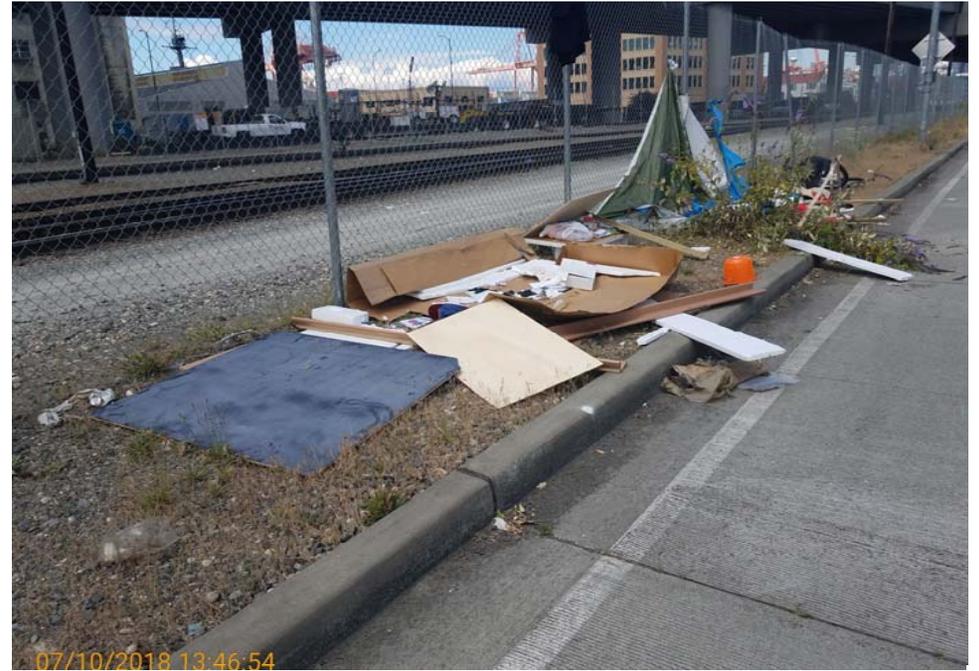








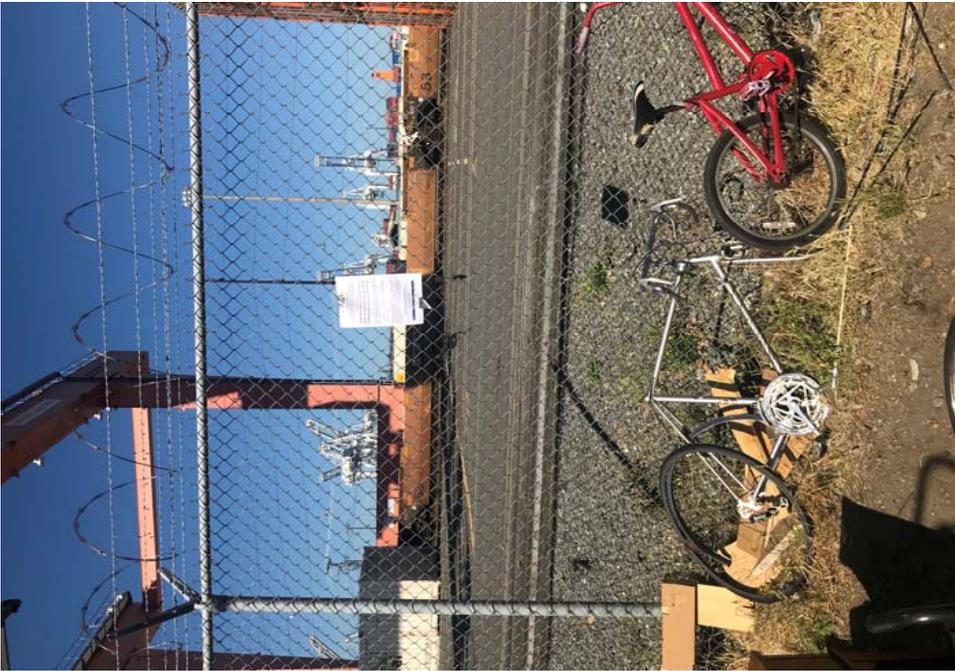




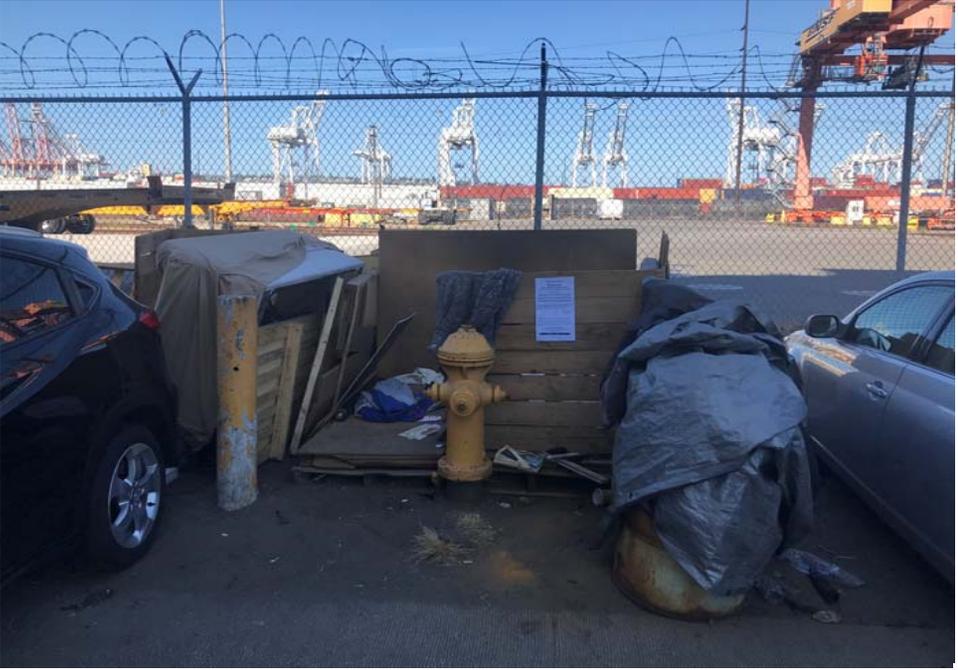


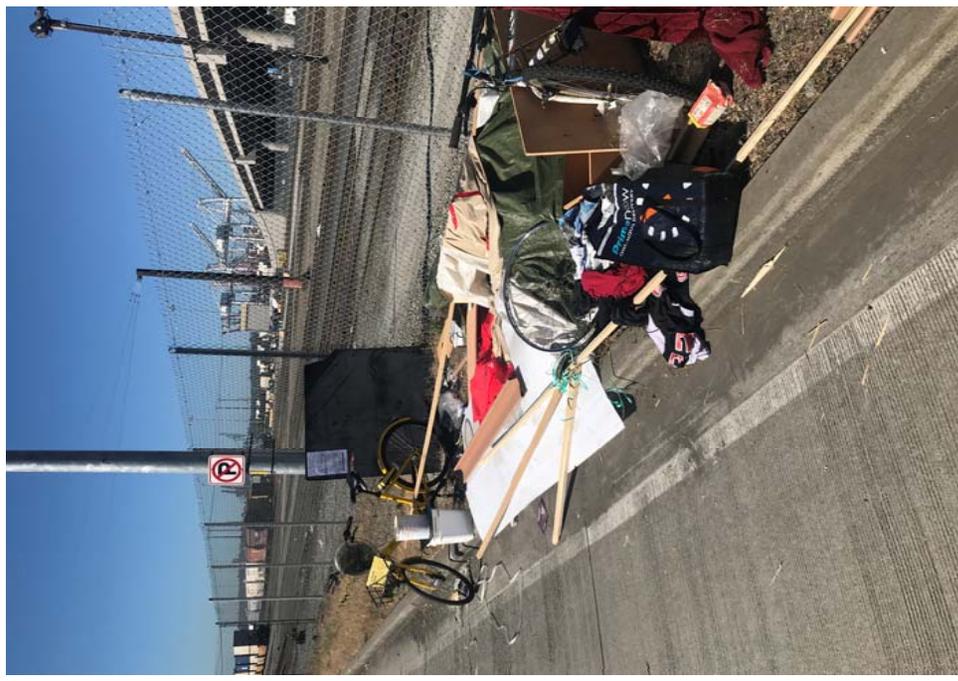
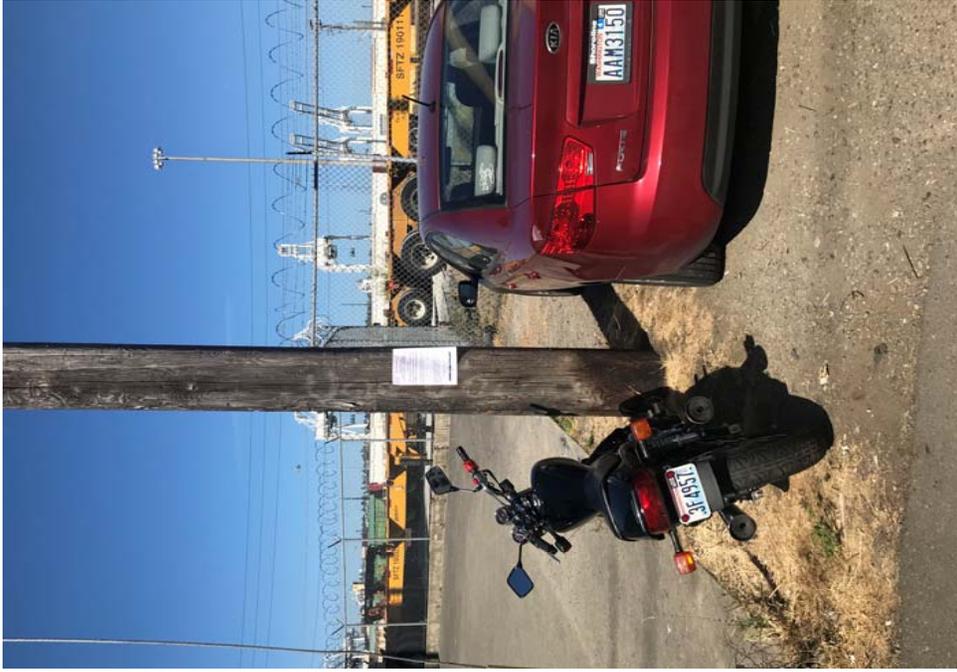
# Exh B - Posting Photos











**NOTICE/AVISO**

**ORDER TO REMOVE ALL PERSONAL PROPERTY**  
**ORDEN DE RETIRAR TODOS LOS BIENES PERSONALES**

LOCATION/ UBICACIÓN

**Utah Ave S from S Atlantic St to S  
 Stacey St and Colorado Ave S from  
 S Atlantic St to S Massachusetts St**

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. / Esta no es una zona autorizada para almacenamiento o refugio. La Ciudad retirará cualquier material que se encuentre aquí en la fecha y hora siguientes.  
 Area Cleanup is Scheduled for / La limpieza de la zona está programada para:

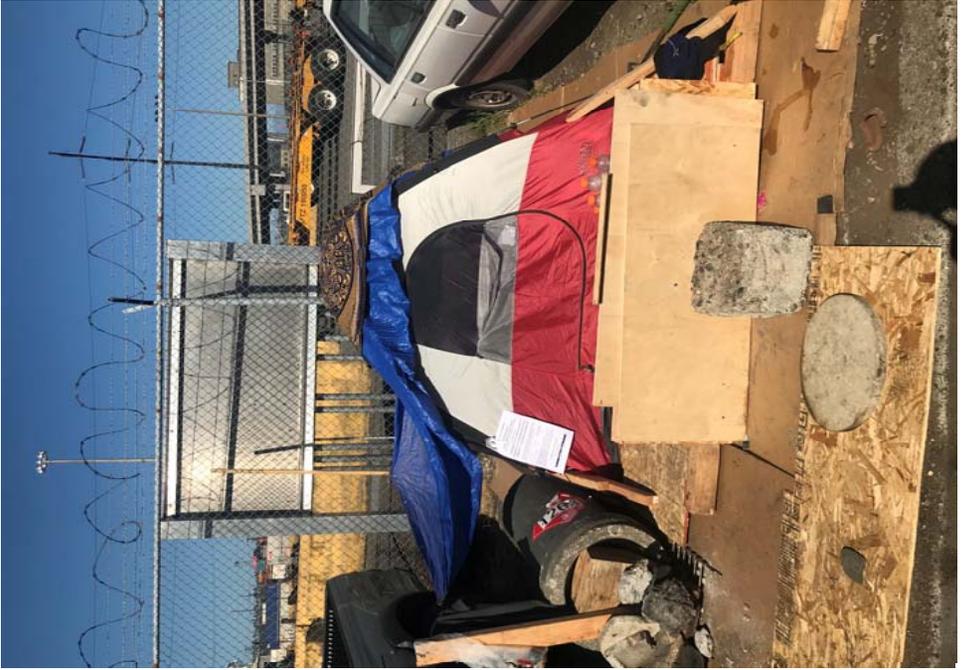
DAY(S)/ DÍAS	DATE(S)/ FECHA(S)	START TIME (RANGE)/ HORA DE INICIO (RANGO)
Wednesday/miércoles	7/18/18	0900

Belongings found by the City and authorized for storage will be kept for 70 days at no charge. To recover or ask about storage of belongings, call 206-459-9949. The City will deliver stored belongings to you. Belongings not recovered by the City will be disposed of. / Los pertenencias encontradas por la Ciudad y autorizadas para el almacenamiento se guardarán durante 70 días sin costo alguno. Para recuperar o preguntar acerca del almacenamiento de sus pertenencias, llame al 206-459-9949. La Ciudad le entregará las pertenencias almacenadas. Las pertenencias se almacenarán en: 4200 Airport Way South.

**FOR OUTREACH AND HOUSING SUPPORT CALL:**  
 Para asistencia sobre contactos con la comunidad y sobre la vivienda, llame al:

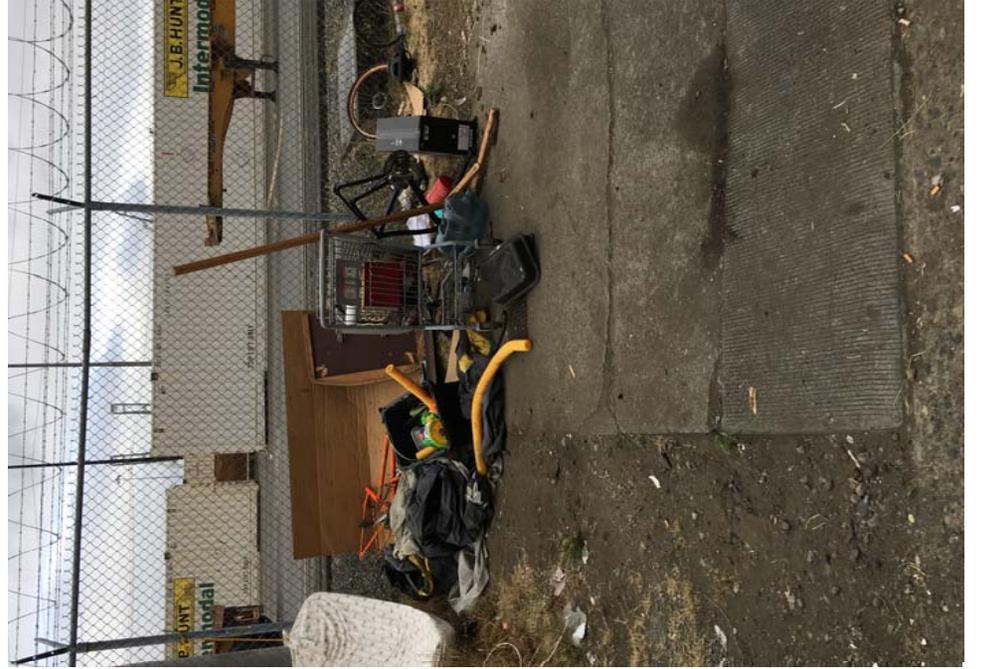
**211 or 206-461-3222**

DATE/ FECHA DE ENTREGA	TIME/HORA DE ENTREGA	WARRANTY
7/13/18	1400	STH



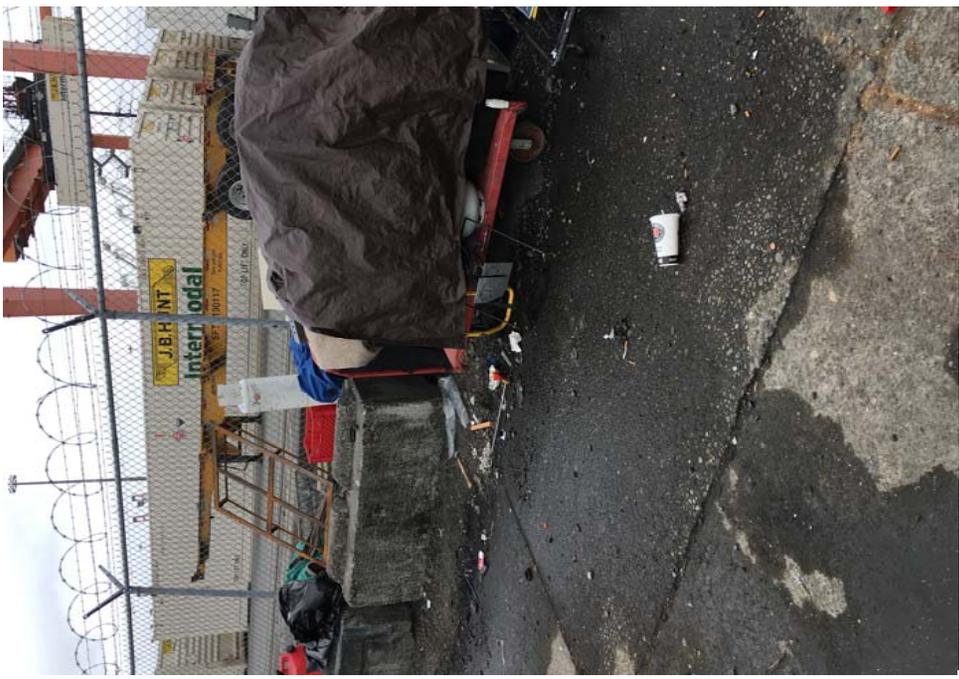


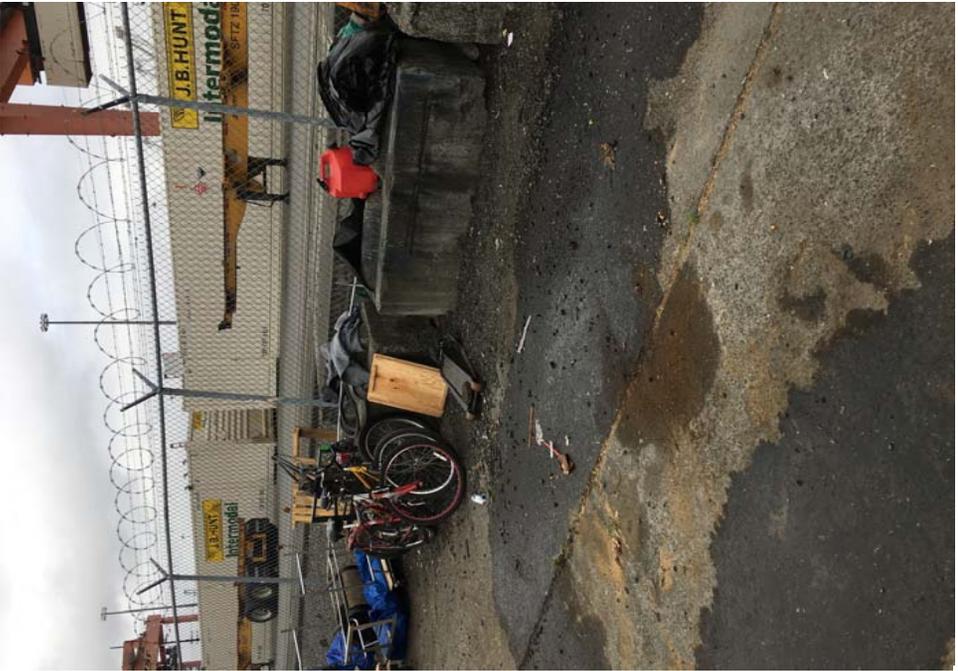
# Exh D - Clean Up Photos





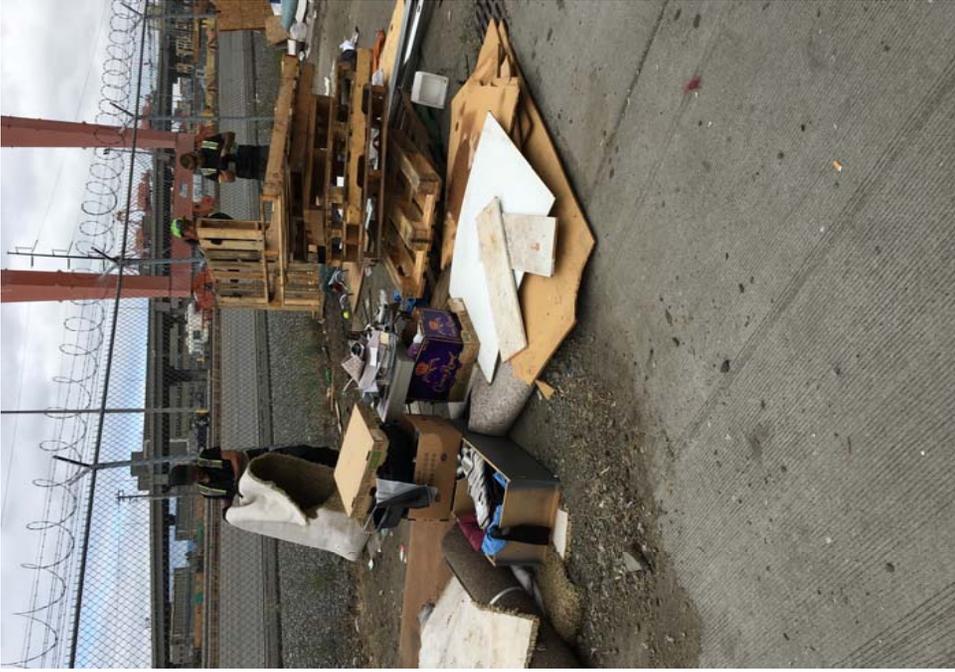
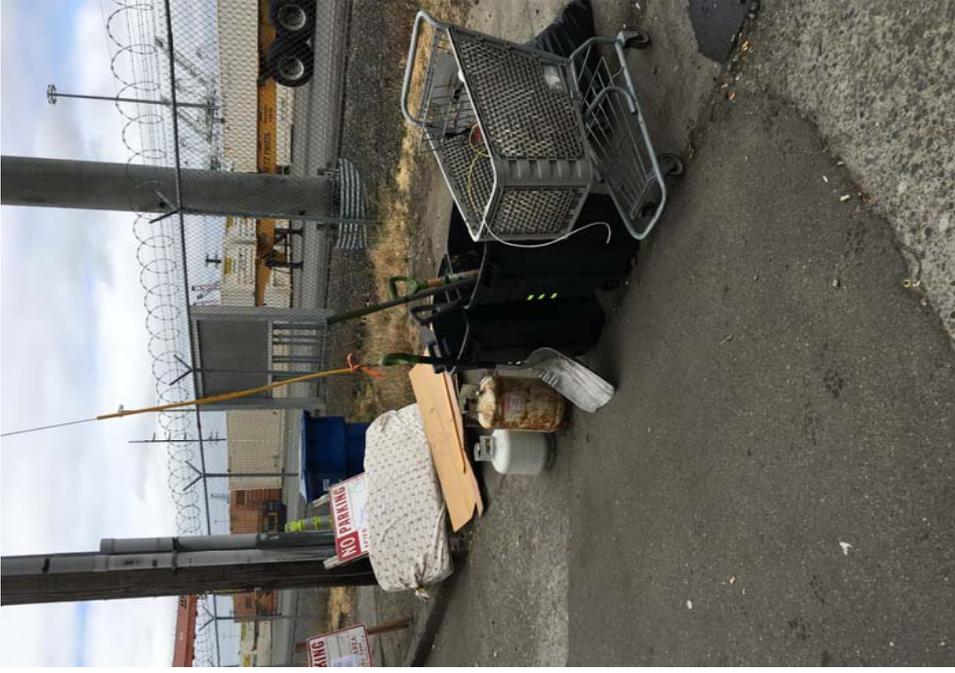


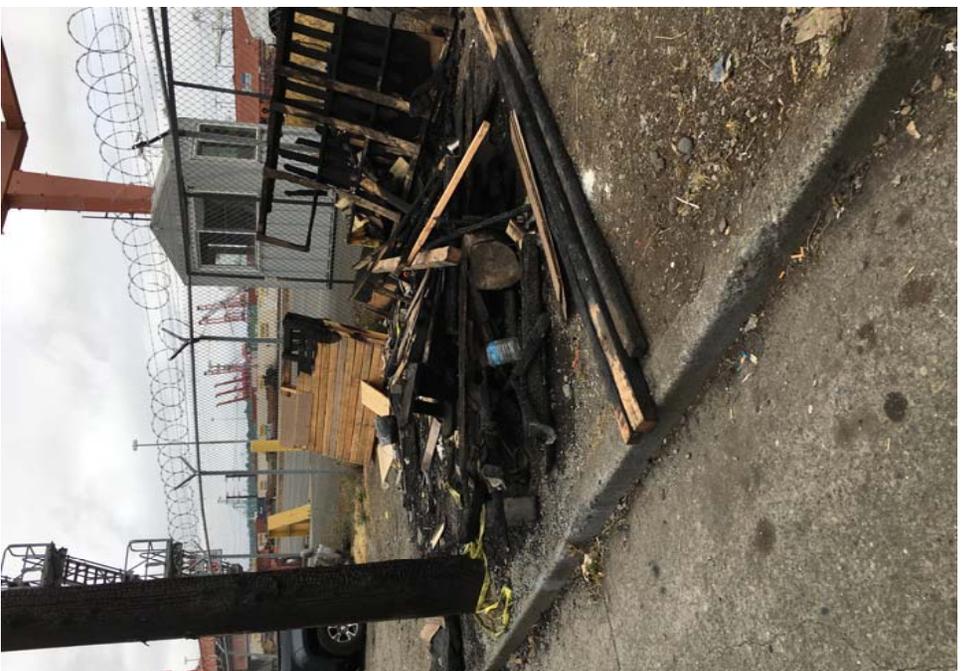
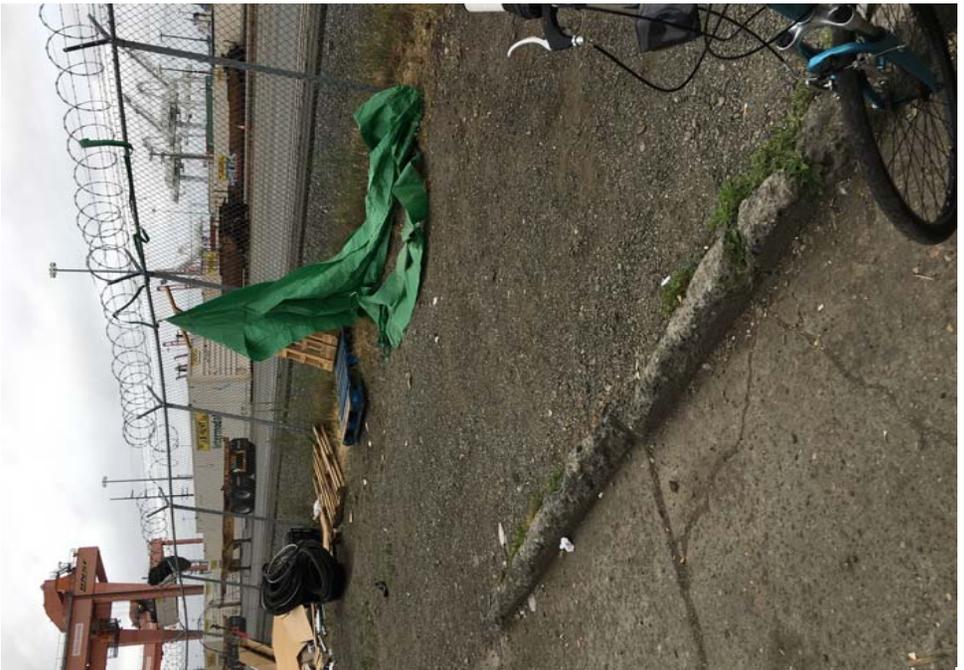


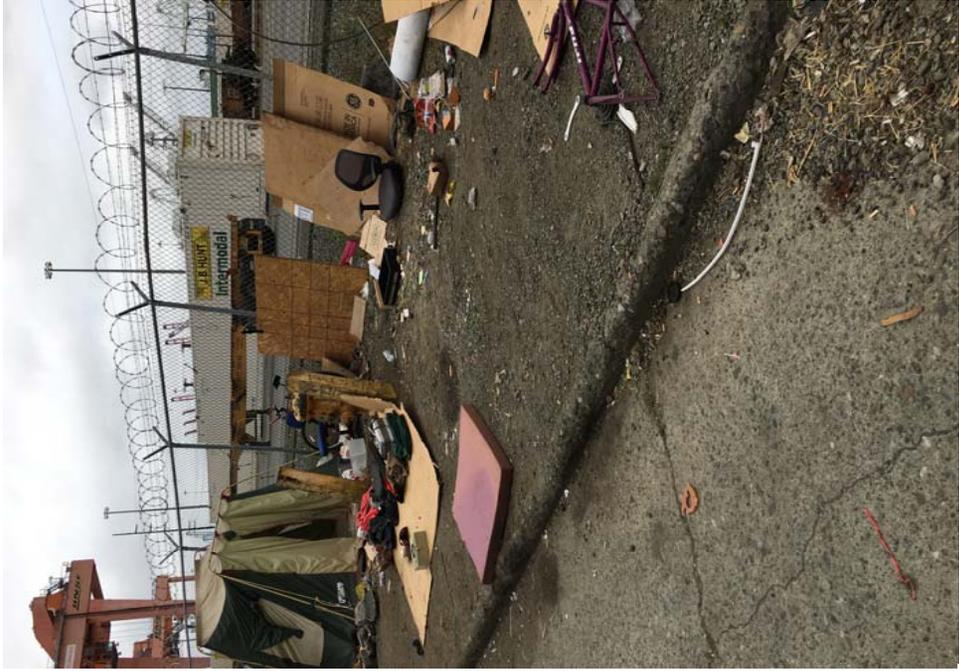






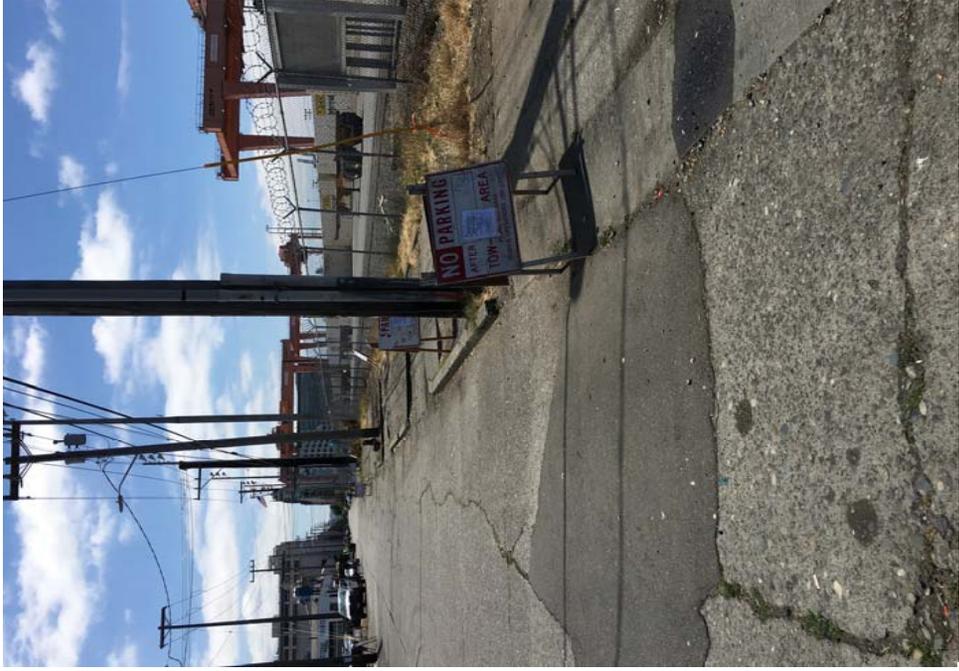


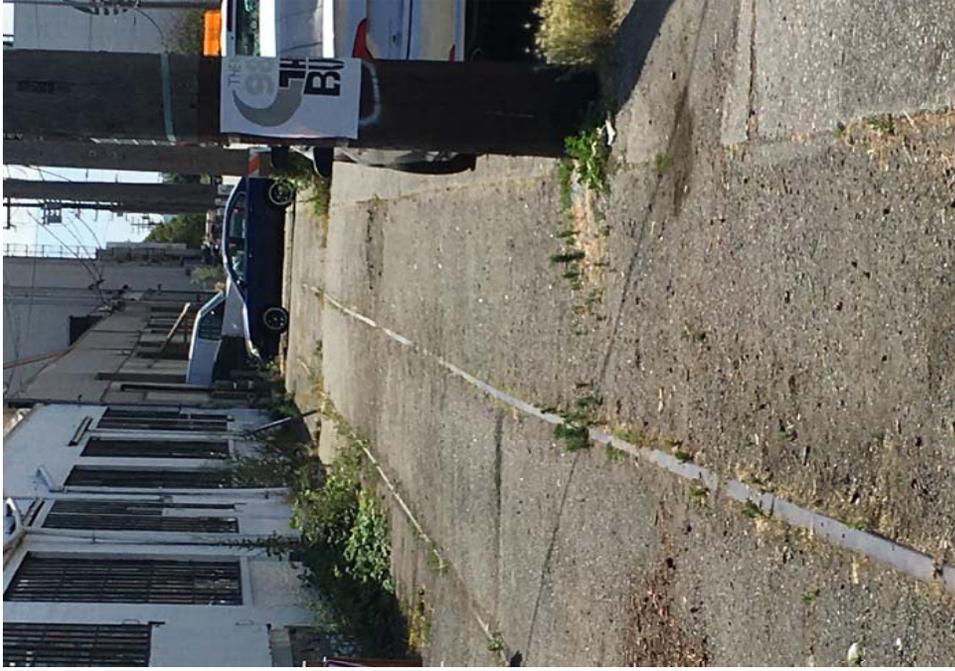
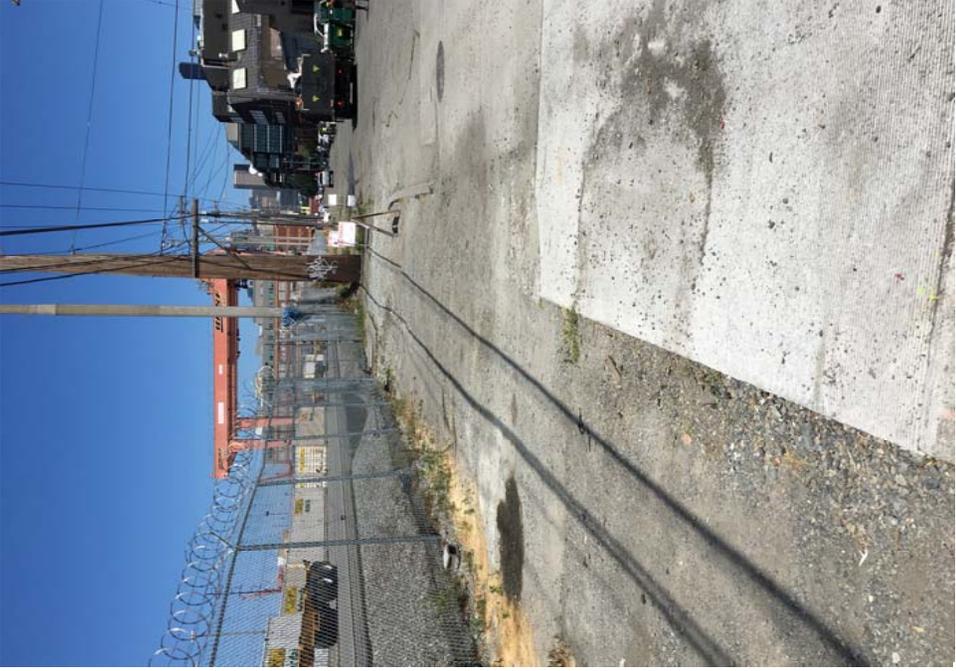




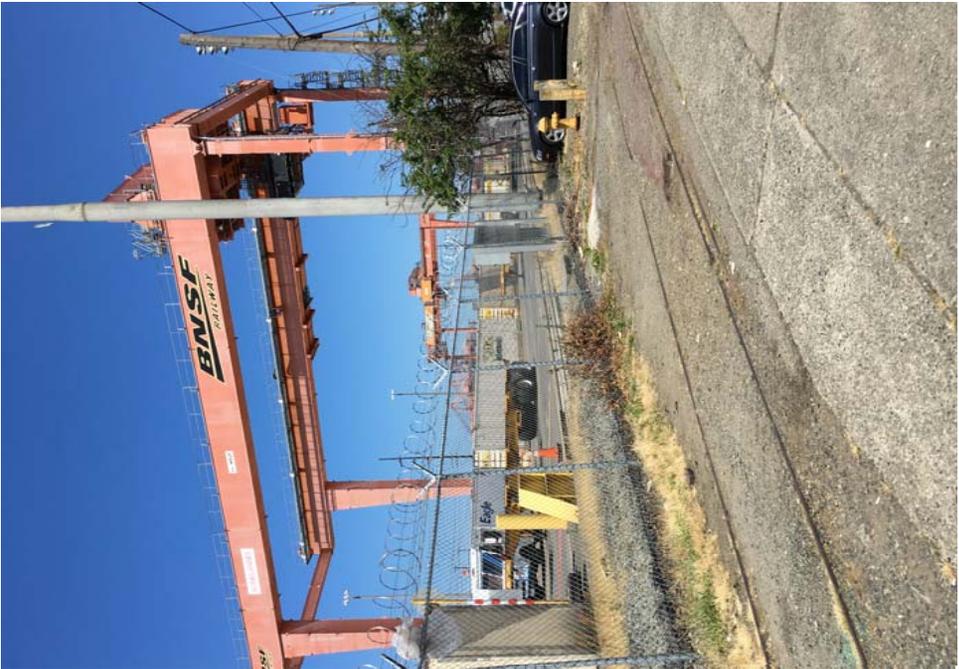
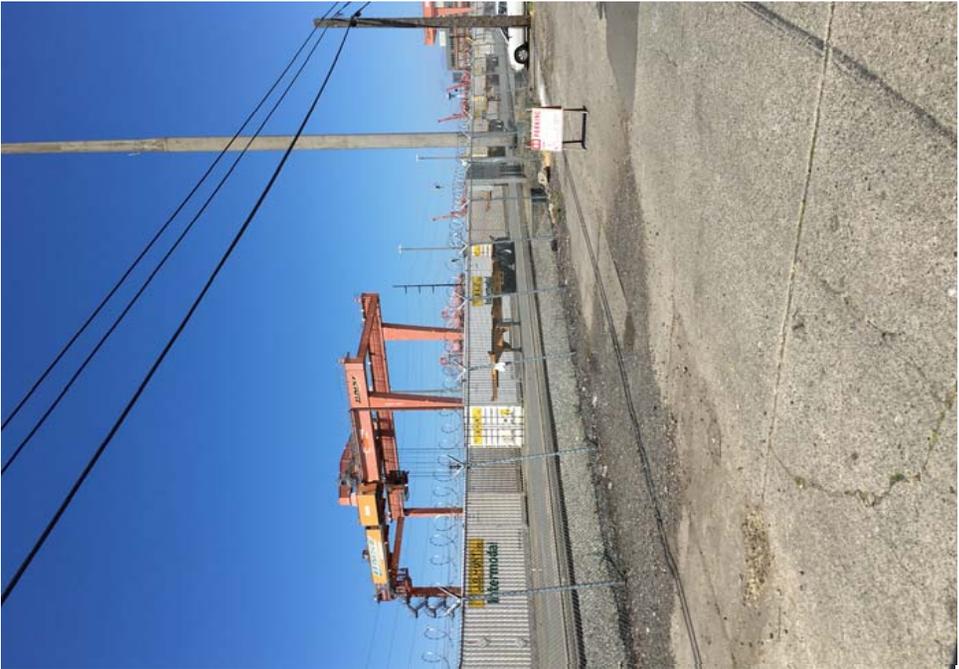
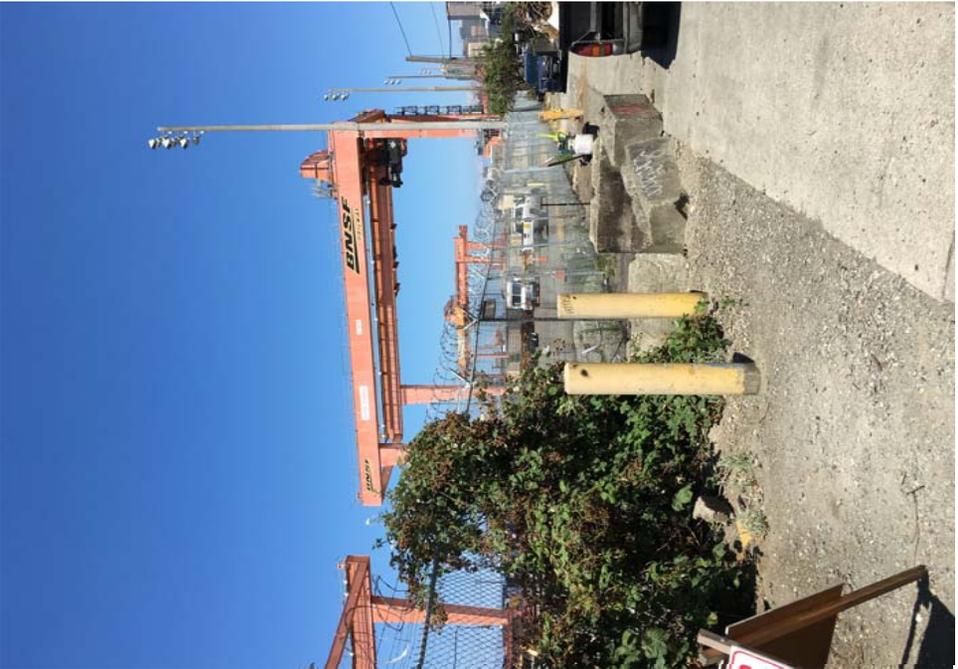
# After Clean Photos





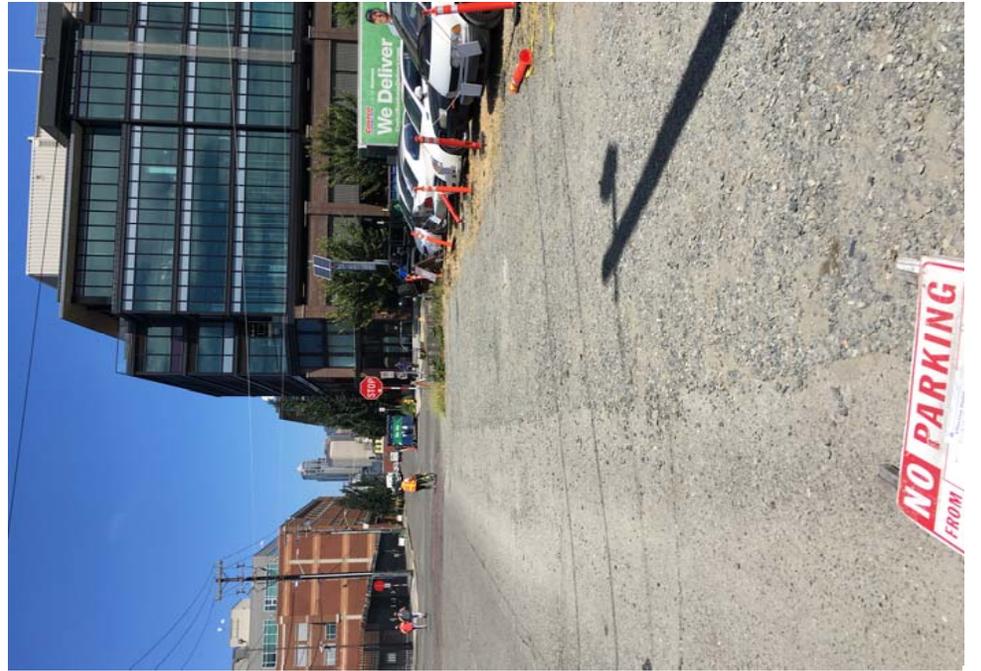












Site Name: Utah from S Massachusetts to S. Stacey

 Date of Clean Up: 7-18-2018

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

- Tent owners who present and accept storage
- Tent owners who are present and indicate that they want their tent/belongings disposed of
- Abandoned tents or items found in debris that we are storing
- Abandoned tents that we are disposing of

Each tent/structure should occupy one line so we can document if storage was offered, accepted or to explain why we disposed or stored items. After this form is complete, you will use the totals from this form to fill out the Storage Summary and Totals information.

**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
T1-JS-0718	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<input type="checkbox"/> Accepted <input type="checkbox"/> Declined <input checked="" type="checkbox"/> N/A	<input type="checkbox"/> Hazardous Material <input type="checkbox"/> Human Waste <input type="checkbox"/> Damaged	1	0	1	0	1 large black suitcase and 1 Green Tent [REDACTED] is owner
[REDACTED]	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Accepted <input type="checkbox"/> Declined <input type="checkbox"/> N/A	<input type="checkbox"/> Hazardous Material <input type="checkbox"/> Human Waste <input type="checkbox"/> Damaged	1	0	0	0	1 blue bin of Misc. Books and Journals
	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Accepted <input type="checkbox"/> Declined <input type="checkbox"/> N/A	<input type="checkbox"/> Hazardous Material <input type="checkbox"/> Human Waste <input type="checkbox"/> Damaged					
	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Accepted <input type="checkbox"/> Declined <input type="checkbox"/> N/A	<input type="checkbox"/> Hazardous Material <input type="checkbox"/> Human Waste <input type="checkbox"/> Damaged					
	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Accepted <input type="checkbox"/> Declined <input type="checkbox"/> N/A	<input type="checkbox"/> Hazardous Material <input type="checkbox"/> Human Waste <input type="checkbox"/> Damaged					
	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Accepted <input type="checkbox"/> Declined <input type="checkbox"/> N/A	<input type="checkbox"/> Hazardous Material <input type="checkbox"/> Human Waste <input type="checkbox"/> Damaged					