



**Arlington County Public Health  
Volunteer Management System**



<b>VPOA/ACPH-VMC SIGNAGE</b>		<b>VMS L4</b> Rev. 9/25/05
<p><i>This document provides a list of potential signage and sign locations for both the VPOA &amp; the ACPH-VMC. The signs are established to facilitate volunteer progression through ACPH-VMS volunteer processing.</i></p>		<b>LOGISTICS CHIEF</b>
<b>SIGNS REQUIRED</b>	<b>LOCATION</b>	
ACPH Volunteer Management Center - VMC <i>(at least 4 with arrows or printed directions)</i>	VPOA, street visible from several directions, parking lot, entrance of the ACPH VMC	
Volunteer Management Center Parking (2)	Street visible from several directions	
Volunteer Point of Assembly (VPOA)	Street visible from several directions	
Documentation List Required for ACPH Volunteer Registration (3)	VPOA, ACPH VMC entrance, VMC waiting area	
Enter	Volunteer entrance to ACPH-VMC	
Volunteer Registration	ACPH-VMC Registration area	
Credential Verification	ACPH-VMC Credentialing area	
Assignments	ACPH-VMC Assignment area	
Assignment Briefing & Training	ACPH-VMC Assignment Briefing area	
Exit	Volunteer exit from the ACPH-VMC	
Staff Only (2 signs)	ACPH-VMS Management and Supply Areas of VMC	
Restroom	ACPH-VMC restrooms	
Volunteer Deployment / Volunteer Out-processing	ACPH-VMC Volunteer deployment & out-processing area	
Volunteer Transportation	VMS Transportation to incident position location (ACPH-VMC Staging)	
Staging & Rehabilitation	ACPH-VMC staging area	
Incident Integration	ACPH-VMC Incident Integration Branch area	
ACPH VMS Management	ACPH-VMC Management area	
ACPH VMS Plans	ACPH-VMC Plans area	
ACPH VMS Registration Directions (2 signs)	Inside entry way before registration desk, VPOA	
<p><i>* Adapted from Ohio Homeland Security. Volunteer Reception Center: A Process to Incorporate Unaffiliated Volunteers in Disaster Response &amp; Recovery. Ohio Citizens Corps. A Project of State of Ohio Security Task Force. <a href="http://www.serveohio.org">www.serveohio.org</a> Annex II.</i></p>		