



Incident Response Bag

Items to include in the incident response bag:

- 1) Letter of authority signed by your company owner, CEO or company director stating that you are acting on behalf of the company
- 2) Cellular telephone and charger for wall and car
- 3) Computer and power cord
- 4) Device that will allow you to connect to the Internet while at the incident site
- 5) Cash
- 6) Company credit card
- 7) Camera
 - a. Digital Large memory card
 - b. Non-digital Several rolls of film (check expiration date of film)
- 8) Camera charger or extra batteries
- 9) Office, cellular and home numbers of the company director
- 10) 200-foot tape measurer
- 11) 12-inch ruler
- 12) Pad of paper
- 13) Extra pens or pencils
- 14) Insurance company phone numbers
- 15) Adjusters' phone numbers
- 16) Post-accident screening kit
- 17) Event reporting forms
- 18) Witness cards
- 19) Passenger release of liability forms
- 20) Business cards
- 21) Overnight bag with your personal clothing