

# SOUTHERN BAPTIST DISASTER RELIEF - REGION 3

Arkansas, Texas-TBM, Texas-SBTC, Missouri, Louisiana, Oklahoma, Mississippi

## DAILY UNIT REPORT

Date of Work \_\_\_\_\_ Day # \_\_\_\_\_ FINAL REPORT

Disaster # \_\_\_\_\_ Disaster Name \_\_\_\_\_

Unit Fleet ID \_\_\_\_\_ Unit Home Location \_\_\_\_\_

Deployment Location \_\_\_\_\_

Unit Name \_\_\_\_\_ Type of Unit \_\_\_\_\_

Unit Leader \_\_\_\_\_ Cell # \_\_\_\_\_

Administrator \_\_\_\_\_ Cell # \_\_\_\_\_

Field E-mail \_\_\_\_\_

Notes \_\_\_\_\_

### **Volunteer Count**

\_\_\_\_\_ a) Total Team Members Today (INCLUDE TEAM MEMBERS TRAVELING)

\_\_\_\_\_ b) Local Community Volunteers Who Worked Today

\_\_\_\_\_ **Total Volunteers Who Worked Today (add lines a and b)**

<b>Food Service Report</b>	<b>Today</b>		<b>To Date</b>
Meals Prepared			
Total Gallons of Water Purified			

<b>Box Ministry Report</b>	<b>Today</b>		<b>To Date</b>
Total Number of Boxes Delivered to ARC/TSA/Other			
Total Number of Boxes Delivered to Homes			

<b>Asset Protection Report</b>	<b>Today</b>		<b>To Date</b>
Number of Locations Asset Protection Provided			
Man-Days Asset Protection Provided			

<b>Child Care Report</b>	<b>Today</b>		<b>To Date</b>
Children Cared For			

<b>Communications Report</b>	<b>Today</b>		<b>To Date</b>
Messages			

<b>Recovery Report</b>	<b>Today</b>		<b>To Date</b>
Jobs Assessed			
Chainsaw Jobs Completed			
Mud Out Jobs Completed			
Ash Out Jobs Completed			
Temporary Roof Jobs Completed			
Jobs Remaining (In your possession)			XXX

<b>Heavy Equipment Report</b>	<b>Today</b>		<b>To Date</b>
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Jobs Completed			
Hours Equipment Operated			

Shower/Laundry/Water Units Report	Today		To Date
Total Showers			
Total Laundry Loads			
Total Gallons of Water Purified			

Durable Medical Equipment Report	Today		To Date
Total Medical Equipment Provided			

Ministry Contact Report	Today		To Date
Ministry Contacts (see note 1)			
Bibles Distributed			
Gospel Presentations (see note 2)			
Professions of Faith			
Other Decisions (Note decisions in space below)			
	XXX		XXX
Unit Chaplain on Site	Number	Today <input type="checkbox"/>	Total Days

Note 1: Ministry Contacts include “prayer with an individual”, “spiritual discussions with an individual”, “encouragement conversations with an individual”, “spiritual tracts given to individuals” by any team member or chaplain assigned to the team.

Note 2: Gospel Presentations include a “one on one” presentation of the gospel by any team member or chaplain assigned to the team to the point an individual is presented an opportunity to pray to receive Jesus as their personal savior. If the presentation does not reach this point it should be counted under Ministry Contacts.

Unit Meetings/Debriefings/Devotionals	Today
Morning Meetings	<input type="checkbox"/>
Evening Meetings	<input type="checkbox"/>
Other Meetings	<input type="checkbox"/>
Church Services Attended	<input type="checkbox"/>

Illness, Injury, Property Damage
If illness, injury or property damage, give brief description below and file an “Incident Report.”
Incident, Problems, Concerns, Testimonies
Narrative Stories

**Instructions:**  
 Complete report for each day of deployment including travel to and from site.