



NETN Breeding Landbird Monitoring Volunteer Safety & Planning Checklist

ONE MONTH TO TWO WEEKS BEFORE FIELD WORK

New Volunteers Only:

- ☐ Complete the [NPS Voluntary Service Agreement](#) form and return to Landbird Coordinator
 - ☐ Read the [Job Safety Analysis](#)
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New and Returning Volunteers:

- ☐ Contact park Resource Manager and Landbird Coordinator with planned survey dates
- ☐ Discuss safety issues and bring up any concerns with Resource Manager and Landbird Coordinator, including:
 - Safety and emergency procedures
 - Emergency contact(s)
 - Assistance finding monitoring partner
- ☐ Verify that you have needed gear, including:
 - Clipboard, data sheets, countdown timer, pens/pencils
 - Cell phone or other communication device (e.g., SPOT GPS Messenger at Acadia)
 - Suitable field clothes and personal gear (e.g., insect repellent, food, water, rain gear)
 - First aid kit (highly recommended)

ONE TO TWO DAYS BEFORE FIELD WORK

- ☐ Complete **Volunteer Trip Plan** and send it to the park resource manager or other designated individual
- ☐ If using SPOT GPS Messenger and Personal Locator Beacon (Acadia only), check out the equipment and review procedures, and send trip plan to NETN staff responsible for tracking traffic from these devices
- ☐ Verify that the Trip Plan has been received
- ☐ Check weather forecast and adjust plans accordingly

DAY OF FIELD WORK

- ☐ Notify park Resource Manager or designated individual of any changes to your plans
- ☐ Check in on arrival (if requested by park resource manager or designated individual)
- ☐ Conduct field work
- ☐ Check in after field work – **DO NOT FORGET!**