



U.S. COAST GUARD AUXILIARY MEETING SAFETY CHECKLIST

Use this checklist at the beginning of Auxiliary events to help prepare for contingencies. Anticipating risks and being prepared to manage them is the professional approach to safety.

Semper Paratus = Always Prepared!

- Where are the Emergency Exits?
- Where is the post-evacuation gathering point?
 - Is there a roster / head count to ensure all are out?
- Where are the:
 - Fire Extinguishers?
 - First Aid kit?
 - Automated External Defibrillator (AED)?
- Who has First Aid / CPR Training?
- Are there assigned emergency responsibilities?
 - Who is in charge (Incident Commander)?
 - Who will “count heads” (Accountability Officer)?
 - Who will call 911 or other Emergency Services?
- _____
- _____
- _____

**SAFETY STARTS WITH ME
SAFETY ALWAYS**





Because we are a professional Safety Organization, Auxiliary leaders are encouraged to begin each meeting with a Moment for Safety. Use this Checklist to help prepare for the unexpected.

Consider what you would do in the event of :

- Fire
- Medical Emergency
- Catastrophic Weather Event
- Mass Casualty Producing Violence
(Shooting, Civil Disturbance, etc.)

Feel free to add additional checklist items as necessary to meet your circumstances and needs.



U.S. Coast Guard Auxiliary
Safety Program