

# CPOD Commodities Update Form

Veoci: 20250715  
PDF: 20250730

Radio Operator Only:

Origin Msg #:

Destination Msg #:

## This Section to be Completed by Jurisdiction Personnel:

(Underlined>=Required)

Date:                      Time:                      Handling:    Immediate (ASAP)    Priority (<1 hr)    Routine (<2 hr)

<b>T O</b>	<u>ICS Position:</u>	<b>F R O M</b>	<u>ICS Position:</u>
	<u>Location:</u>		<u>Location:</u>
	<u>Name:</u>		<u>Name:</u>
	<u>Contact Info:</u>		<u>Contact Info:</u>

### Overview

Jurisdiction:

Prepared Date:

Prepared Time:

### General Site Information

Site Name:

Status Update:       Activated                       Pending Demobilization       Not Activated  
                                   Pending Activation                       Demobilization

### Commodities

<b>Item 1</b>	<u>Type of Commodity:</u>		
	<u>Starting Quantity:</u>	<u>Qty Distributed:</u>	<u>Qty Available:</u>
<b>Item 2</b>	<u>Type of Commodity:</u>		
	<u>Starting Quantity:</u>	<u>Qty Distributed:</u>	<u>Qty Available:</u>
<b>Item 3</b>	<u>Type of Commodity:</u>		
	<u>Starting Quantity:</u>	<u>Qty Distributed:</u>	<u>Qty Available:</u>
<b>Item 4</b>	<u>Type of Commodity:</u>		
	<u>Starting Quantity:</u>	<u>Qty Distributed:</u>	<u>Qty Available:</u>
<b>Item 5</b>	<u>Type of Commodity:</u>		
	<u>Starting Quantity:</u>	<u>Qty Distributed:</u>	<u>Qty Available:</u>
<b>Item 6</b>	<u>Type of Commodity:</u>		
	<u>Starting Quantity:</u>	<u>Qty Distributed:</u>	<u>Qty Available:</u>
<b>Item 7</b>	<u>Type of Commodity:</u>		
	<u>Starting Quantity:</u>	<u>Qty Distributed:</u>	<u>Qty Available:</u>
<b>Item 8</b>	<u>Type of Commodity:</u>		
	<u>Starting Quantity:</u>	<u>Qty Distributed:</u>	<u>Qty Available:</u>

### Radio Operator Only:

<u>Relay:</u>	<u>Rcvd:</u>	<u>Sent:</u>
<u>Name:</u>	<u>Call Sign:</u>	<u>Date:</u>
		<u>Time (24hr):</u>

SCCo-ARES/RACES

CPOD Commodities Update Form

**Instructions: CPOD Commodity Update Form (Commodity Point of Distribution)**

**Purpose:** This CPOD form shall be used to update the items in inventory or inventory quantities throughout the activation of this CPOD Site. Frequency of update should be coordinated through your Emergency Operations Center.

**Instructions for Jurisdictions:**

Field	Instructions
<b>Date</b>	<u>Required.</u> Enter the date created.
<b>Time</b>	<u>Required.</u> Enter the time created. Use 24-hour time.
<b>Handling</b>	<u>Required.</u> Select one. Messages are sent in priority order and as soon as possible. Indicated times are approximate maximum wait times if radio net is busy.
<b>TO / FROM</b>	If needed, radio operator can suggest most appropriate TO position and location.
<b>ICS Position</b>	<u>Required.</u> Enter the ICS position name.
<b>Location</b>	<u>Required.</u> Enter the location.
<b>Name</b>	Optional. Enter only if the message is to a specific individual.
<b>Contact Info</b>	Optional. Enter a phone number, frequency or other info that may help reach the person or position.
<b>Jurisdiction</b>	<u>Required.</u> Enter the name of the municipality/jurisdiction.
<b>Prepared Date/Time</b>	<u>Required.</u> Enter the date and time of this form creation. Use 24-hour time.
<b>Site Name</b>	<u>Required.</u> Enter the name of this CPOD site. This name should be the same one used in previous CPOD Site Information and CPOD Commodity Update forms. If unknown, please fill in a location of this site.
<b>Status Update</b>	Optional: Please fill in this field if there is a status change of this CPOD associated with this commodity update.
<b>Commodities</b>	<u>Required.</u> Please fill in a list of all commodities with the start of day quantity on hand, quantity distributed, and resulting quantity on hand as of the time this form was filled out.  If more than 8 commodities are being distributed, please fill out an additional form and mark the bottom of each form page as <i>page number of number</i> (such as "1 of 2").

**Instructions for Radio Operators:**

Field	Instructions
<b>Origin Msg #</b>	<u>Required.</u> Enter the message number of the original sending station.
<b>Destination Msg #</b>	<u>Required.</u> Enter the message number of the ultimate destination station.
<b>Relay</b>	When relaying: Enter a call sign and/or time, or other useful mark or info, to indicate status.
<b>Name</b>	<u>Required.</u> Enter the first initial and last name of the radio operator that handled the message.
<b>Call Sign</b>	<u>Required.</u> Enter the call sign of the radio operator that handled the message.
<b>Date</b>	<u>Required.</u> Enter the date the message was sent/received.
<b>Time</b>	<u>Required.</u> Enter the time the message was sent/received. Use 24-hour time.