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Disaster Services Policies and Procedures Manual

GUIDELINES FOR DISASTER ACTION TEAM (DAT) PROMOTION PROCESS

- I. PURPOSE: TO PROVIDE GUIDELINES FOR HOW A DAT RESPONDER MAY BE PROMOTED TO THE NEXT LEVEL**
- II. A DAT RESPONDER CAN APPLY TO PROMOTE TO ANY OF THE FOLLOWING LEVELS:**
 - a. Member
 - b. Leader
 - c. District Duty Officer (DDO)
 - d. Chapter District Duty Officer (CDDO)
- III. A DAT RESPONDER MUST COMPLETE THE FOLLOWING WHEN APPLYING TO PROMOTE:**
 - a. Required Training (as outlined on the DAT Training Guide) for requested DAT Level and all levels below
 - b. Required Experience (as outlined on the DAT Training Guide) for requested to DAT Level and all levels below
 - c. DAT Promotion Application
- IV. THE FOLLOWING STEPS WILL BE TAKEN FOR EACH DAT PROMOTION:**
 - a. DAT Responder submits the DAT Promotion application to the Promotion Committee Lead
 - b. Promotion Committee Lead would send a DAT Survey to all current CDDOs, DDOs, District Chairs, Regional Coordinators, and Client Casework Supervisor
 - c. DAT Promotion application and all DAT Survey feedback will be provided to Promotion Committee
 - d. Promotion Committee will review all provided information and make a decision regarding promotion
 - e. Candidates will be informed of decisions
 - f. CDDOs, DDOs, District Chairs, Regional Coordinators, and Client Casework Supervisor will be notified of approved promotions
- V. THE PROMOTION COMMITTEE WILL BE RESPONSIBLE FOR THE FOLLOWING:**
 - a. Meet a minimum of once every 3 months; additional meetings will be scheduled as needed by demand at the discretion of the Promotion Committee Lead
 - b. Keep all candidate information, including DAT Survey feedback, confidential
 - c. Inform all candidates of promotion outcome
 - d. Provide an overview of the reasoning and work plan if promotion is denied

Cross References:

Also see:

PPM Sec. XX-XX