



**STATEWIDE MUTUAL AID ACT (SMAA)  
Demobilization/Return of Assets  
Guidelines**

The requesting jurisdiction will facilitate all resource releases.

Resources will be released after the agreed upon tour of duty, or at such time that the requesting/providing jurisdiction determines a resource is surplus to current missions.

No resources will be released without having a minimum of eight (8) hours downtime, unless specifically approved in advance by the providing jurisdiction.

The requesting jurisdiction will attempt to debrief all personnel assigned to the incident prior to departure. The debriefing will include:

- Confirmation of travel arrangements.
- Review of individual responsibilities for demobilization.
- Ensuring any issued equipment for the incident is returned, condition noted, and all documentation is completed and submitted as required.

The Personnel Demobilization Form and all other event required documents (i.e., ICS Form 221) should be used to demobilize personnel and redeploy back to their home jurisdiction

Return any equipment checked out for use during deployment

Deployed personnel will report to their home organization upon their return