

**DEPARTMENT OF HOMELAND SECURITY
U.S. COAST GUARD
TENTATIVE RELEASE LIST (ICS 236-CG)**

PRIVACY NOTICE

AUTHORITY: USCG is authorized to collect the information pursuant to Emergency Management Manual, Volume IV: Incident Management and Crisis Response, COMDTINST M3010.24; Management of Domestic Incidents, Homeland Security Presidential Directive-5 (HSPD-5); National Preparedness, Presidential Policy Directive-8 (PPD-8); U.S. Coast Guard Emergency Management Manual, Volume I: Emergency Management Planning Policy, COMDTINST M3010.11; 40 C.F.R. § 300.125(a)(b); 14 U.S.C. § 504, Commandant; general powers.

PURPOSE: USCG collects the information to identify resources that are no longer needed for the incident and can be released through the demobilization process.

ROUTINE USES: USCG will use this information to assist the Coast Guard and other agencies in all facets of emergency and incident management to prioritize and gauge the effectiveness of response actions. Information from this form may be disclosed externally pursuant to DHS/USCG/PIA-008 Marine Information for Safety and Law Enforcement (MISLE).

CONSEQUENCES OF FAILURE TO PROVIDE INFORMATION: Providing this information is voluntary. In order to assist with maintaining confidentiality respondents are advised not to disclose any additional personally identifiable information (PII) in their free-form responses.

GENERAL INSTRUCTIONS

Purpose. The Tentative Release List (ICS 236-CG) identifies resources that are no longer needed for the incident and can be made available for release through the demobilization process. ICS 236-CG is the correspondence from the Section Chief or other Command Staff Officer to the Demobilization Unit Leader that lists out which resources can begin being processed for release.

Preparation. The ICS 236-CG is submitted by the Section Chief or Command Staff Officer to the Demobilization Unit Leader. The Demobilization Unit Leaders uses this form to begin completing ICS 221-CG and ICS 238-CG.

Distribution. The Tentative Release List is prepared by the Section Chief or Command Staff Officer and used by the Demobilization Unit Leader. All completed original forms must be given to the Documentation Unit.

Item #	Item Title	Description
1.	Incident Name	Enter the name assigned to the incident.
2.	Incident Location	Enter the location of the incident / City and State or Country if applicable.
3.	Date	Enter the start date (month/day/year)
4.	From	Enter the name of the Branch Chief or Command Staff Officer
5.	To	Demobilization Unit Leader
6.	Resources	List resources deemed to be surplus. The date (MM/DD/YY) and time (24-hour) details when to begin processing.
	Name	Enter Individual, Crew, or Resource/Equipment name
	Position on Incident	Enter position title of individual, crew, or resource/equipment
7.	Prepared by	Enter the name and signature of the person that prepared the form and date/time (24-hour).

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TENTATIVE RELEASE LIST (ICS 236-CG)

1. Incident Name:	2. Incident Location:	3. Date:
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4. From:	(Section Chief or Command Staff Officer)
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5. To: Demobilization Unit Leader

6. The Following resources are surplus as of _____ (hours) on _____ (date). At that time, these resources are available for release processing.

Resource	Name of Individual, Crew, or Resource/Equipment in excess	Position on Incident
1.		
2.		
3.		
4.		
5.		
6.		
7.		
8.		
9.		
10.		
11.		
12.		
13.		
14.		
15.		
16.		
17.		
18.		

7. Prepared by: (Section Chief or Command Staff Officer)			
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Name:	Position Title:	Signature:	Date/Time:
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