



### 3. Cogswell Cogs – Tier II Employee Deployment Message

**Subject:** *Cogswell Cogs Volunteer Teams Mobilizing for Hurricane Keoni Response*

Team Cogswell,

Hurricane **Keoni** has caused widespread damage, and **TXGCVolunteers**—our disaster-response partner—has officially activated volunteer operations. As a **Tier II Volunteer Partner**, **Cogswell Cogs will be forming volunteer teams** to deploy in support of affected communities.

We need employees who are willing and able to serve in the following roles:

#### **Team-Based Field Roles**

- **Muck & Gut Teams** – debris removal and cleanup
- **Chainsaw Swampers** – assisting trained chainsaw crews
- **POD Support** – distributing water and ice at two jurisdiction-operated sites

#### **Remote Opportunities**

- **Crisis Cleanup Operators** – work-from-home phone support for survivors

#### **How Cogswell Cogs Will Deploy**

We will create **Cogswell Cogs volunteer teams** so that employees can serve together.

#### **Insert customizable section:**

*Teams will register through our internal portal, receive matching Cogswell Cogs volunteer t-shirts, and represent the company together at assigned sites.*

Nonprofits and VOAD partners will provide all tools, training, supervision, and safety guidance.

#### **How to Sign Up**

If you're willing to serve, please complete the internal sign-up form by [**deadline or "as soon as possible"**] so we can assign teams and coordinate deployment schedules.

Your participation is voluntary, but your service can make a direct and meaningful impact for families beginning the long road to recovery.

Thank you for stepping up when it matters most.

For questions, contact [**Name / Title / Email**].

— **Cogswell Cogs**