**Important Phone Numbers for Riparian Photopoint Volunteers**

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| **Who** | **Situation** | **Hours** | **Phone #** |
| Interagency Dispatch | Call before you go out & when you return. **This is a landline so texting is not possible.** | 7AM to 5:30PM | 480-457-1555 |
| Interagency Dispatch | If you return home after regular hours | 5:30PM to 7AM | 480-457-1555  866-746-6516 |
| Interagency Dispatch | if you are out during regular hours and see something that the District should know about right away, but not a real emergency, such as people driving off roads | 7AM – 5:30PM  weekdays | 480-457-1555 |
| Emergency | True life or death emergency | Anytime | 911 |
| Patti Fenner | Questions about photopoints | Reasonable hours | 602-432-4944 |

**How to label your photo files:**

For each site, you will normally take an upstream, downstream and across the channel photo from the same site. This is how to label the files before you send them in (or file them in Dropbox): StreamnameNumberDirection\_Date (camelhump style – no spaces)

For example: For Photopoint #8 on Tangle Creek: TangleCr8Up\_4-22-16 TangleCr8Down\_4-22-16 TangleCr8Across\_4-22-16

If you take multiple photos for one shot, to be stitched together, and you don’t do the stitching but send them in separately, this is how to label them: TangleCr8UpA\_4-22-16 TangleCr8UpB\_4-22-16 TangleCr8UpC\_4-22-16, etc. Label them in order from left to right.

Any questions, call Patti.

**How to send us your photos, notes, and timesheet**

We will use the e-mail you give us to send you an invitation to the Dropbox website where we have created a folder to share with you and the people who process your photos and get them posted on our website.

Some companies, such as SRP, have firewalls that do not allow employees to access Dropbox. Volunteers who work for companies such as these can either use their home emails to access Dropbox, or we can figure out another way to get your photos.