

PURPOSE:

The purpose of this standard operating guideline is to provide guidelines for the general management of emergency operations at fire, emergency medical, rescue and hazardous materials incidents

PROCEDURE:**Command Procedures**

The first fire unit or officer to arrive at the scene shall assume or pass command to another responding unit. Command shall be retained until relived by a higher-ranking officer or until the incident is terminated.

Size Up

The first arriving unit or officer shall transmit a brief initial radio (BIR) message of the incident to include the following:

- The radio identification of the unit and the fact that command is being established
- A general description of the incident such as occupancy, size, number of stories.
- Obvious fire or smoke conditions, number of vehicle involved, etc.
- What initial actions being taken such as investigation, or attack.

Priorities

The Incident Commander must develop a set of priorities for the incident which shall be the strategy utilized. Specific tactics then must be assigned to ensure that the strategy is implemented in accordance with the priorities that were established. The general priorities are as follows and should normally be in this order (LIP).

- Life Safety
- Incident Stabilization
- Property Conservation

Command Designation

The radio designation "COMMAND" will be used with a brief location description (usually the street name, or building name) for all radio communications to and from the scene. The designation of the name of the incident shall not change during the course of the incident. Examples: FMC Command, Main Street Command, Bank Row Command.

Status Reports

The Incident Commander shall transmit a status report as soon as possible after setting up incident operations and normally within 10 minutes after arrival on the scene.

An updated status report may be transmitted at every 15-20 minute with an accountability check, and for specific reports, such as when a primary search is completed, a secondary search is completed, the fire is brought under control, when the fire is out, when extrication is completed, when a spill is contained, and any other special condition as Command dictates.

Staging

Level One Staging. This staging shall be utilized on all multiple unit responses. The first fire apparatus approaching the scene will proceed directly to the scene, which may include laying a supply line. All other arriving apparatus, with the exception of responding Command officers, shall stage either at the nearest hydrant or cross street and await assignment.

Level Two Staging. This staging will be used in more complex incidents. This shall involve the creation of a formal staging area with a staging officer. The staging location shall be remote from the fireground operation. Command will notify Control of the location of the staging area as soon as practical.

Passing/Changing Command

Whenever a change of command occurs, it shall be done face-to-face when possible or by radio if a face-to-face meeting is not practical. All essential information shall be passed, including the general situation of the incident, the deployment and assignments already given at the scene, the assessment and appraisal of future resources, and general strategies and tactics.

Organizational Procedures

The Incident Commander has the responsibility for maintaining a strong and firm organization at the emergency incident. In general, two types of organizational structures may exist for the duration of the incident.

Task Assignments (Groups).

These primarily refer to the specific tactic that a unit or units are responsible for. Such tasks may include attack, ventilation, search, salvage, extrication, etc. When a unit has completed their assigned tactical tasks, they then report back to the appropriate supervisor and receive the next assignment. This type of organization is most useful for small structure fires, routine vehicle accidents, and small hazardous material spills

Geographical Assignments (Divisions).

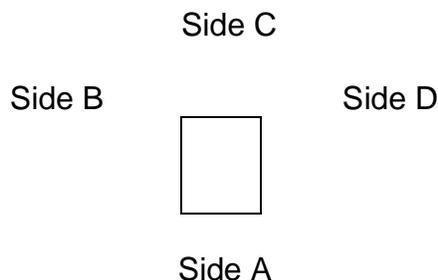
Assignments can also be made by having units respond to a specific location at the incident and performing whatever functions need to be carried out in accordance with the general strategy and tactics being employed at the incident. This type of structure works best for larger scale incidents where a Division Officer is assigned to supervise the operating units. Examples would be: Roof, Interior, Side B, floor 2 etc.

Designation of Operational Officers

The Incident Commander must make it clear what type of organizational structure is being used at the specific incident and units must realize they are not automatically group/division officers because they are dispatched to a specific location at the incident. Division/Group Officers shall be designated by the Incident Commander. Upon the establishment of a Division/Group Officer, units assigned shall be specifically notified of the new reporting responsibility.

Building Labeling

The following chart depicts the numeric designations that shall be utilized at the scene of building incidents. The obvious front of the building shall be considered "Side A" regardless of the location of the Incident Commander or the Command Post. The Command Post will be considered to be on "Side A" if there is no obvious front and this shall be announced to all units. The numbering of exterior walls shall increase in a clockwise fashion from the front.



Termination of Command and the Incident.

The incident should be “terminated” when all units have been released from the alarm and operations have been completed.

GREENFIELD FIRE DEPARTMENT STANDARD OPERATING PROCEDURE



SUBJECT: Basic Incident Operations

OPERATIONS 26

Page No.: 5

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