

Standard Operating Guidelines

Guideline 301.0 Incident Command



Purpose:

The Incident Command System is the command and control system to be used by the Bryan Fire Department it is a recommended guide to the successful conclusion of an incident.

The Incident Command System is a system that identifies numerous different positions or task to be accomplished. These positions or task may be done by one person on a small incident or by numerous individuals in the larger more complex operations.

Positions identified in this S.O.G. may be filled by anyone of any rank, from any department who has the training and experience to fill the positions. In most cases these positions will be filled by Bryan Fire Department personnel.

POSITIONS:

INCIDENT COMMANDER:

The Incident Commander is the person responsible for managing the incident. He shall establish the overall operations plan, develop the organizational structure, assign resources and make assignments to bring the incident to a successful conclusion.

The Incident Commander should operate from a position to effectively manage the incident, this position shall be the Command Post or C.P. On large scale incidents the C.P. should be identified in some manner, either a flag or green light. Access to the C.P. should be restricted. (See page 6, for Command Post breakdown.)

The Incident Commander shall assume the radio designation of "**Command**".

SECTOR OFFICERS:

Sector officers are assigned by the Incident Commander to manage specific geographic areas of the incident scene or specific fireground functions.

Sector officers shall be responsible for assignments and task assigned to their area.

Sector officers shall be designated as Division A, B, C, D, etc., with as few or as many Divisions assigned as necessary. All units assigned to a Sector Officer shall report to and follow instructions of that Sector Officer.

Standard Operating Guidelines

Guideline 301.0 Incident Command



Sector Officers shall assume the radio designation of "Division A, B, C, D, etc.".

WATER SUPPLY OFFICER:

The Water Supply Officer or W.S.O. is responsible for water supply, both in the city and in the rural areas.

In the City he shall direct mutual aid companies to the best hydrants on the largest water mains and shall advise the mutual aid companies of their assignments as related to water supply, such as laying lines to another engine or aerial unit, etc.

The Water Supply Officer has available, water maps of Bryan in Chief 20, Chief 21, Rescue 25 and at Station 20. The Automatic Mutual Aid Books also have a rural water supply map showing the location of year around water sources.

The Water Supply Officer needs a lot of creativity to accomplish the task or maintaining a reliable and adequate water supply.

Water Supply Officer: (Fire Scene)

The Water Supply Officer is responsible for all water supply operations at the fire scene and for establishing the direction of travel for Tankers to and from the fill site. The Water Supply Officer shall oversee the placement of portable tanks and method of dumping water into the portable tanks. The Water Supply Officer shall have a water supply crew assigned to him for assistance at the fire scene. The manpower for the water supply crew will come from the extra firefighters in the Tankers.

Fill Site Officer: (at Rural Water Fill Site)

The Officer of the Engine assigned as the Water Supply Engine will be known as the Fill Site Officer. This officer shall be responsible for establishing the fill site and all operations at the fill site. The crew of the water supply engine will work for this officer. The Fill Site Officer will direct his crew and all Tankers in the refilling of Tankers.

AIR SUPPLY OFFICER:

The Air Supply Officer shall be responsible for filling and changing of air tanks. He shall bring all spare air cylinders to the air supply point (most often Rescue 25) and shall maintain an adequate supply of air. The Air Supply Officer shall have additional

Standard Operating Guidelines

Guideline 301.0 Incident Command



personnel assigned as needed to accomplish this task. If additional mutual aid air supplies are needed they shall be requested through the Incident Commander or "Command".

STAGING:

Two types of staging may be utilized at an incident, Equipment Staging and Personnel Staging.

The Staging Officer will be in charge of all staging and will be identified simply as "Staging".

The Staging Officer will establish a staging location for all incoming equipment and manpower. He shall keep a list of all equipment and manpower available at the staging location. The Staging Officer shall have the authority to call for more mutual aid as needed to maintain a minimum of one Engine and four fire firefighters in the staging area at all times.

The Incident Commander, "Command", will request from "Staging" the equipment and manpower needed at the incident site. The Staging Officer will assign that equipment and/or manpower to the emergency.

All Mutual Aid Companies are to report to the staging area and follow the instructions of the Staging Officer.

EMERGENCY MEDICAL SERVICES:

The Emergency Medical Services or EMS shall assign a person to the Command Post for liaison between "Command" and the EMS units. The EMS shall establish an EMS triage area, staging area and priority area and shall be responsible for their own mutual aid.

All EMS units shall report to and follow the instructions of the EMS Officer in charge.

EMS personnel shall not be assigned to hazardous areas without proper protective equipment.

See page 7, for the Williams County EMS, Incident Command breakdown.

EMERGENCY MANAGEMENT AGENCY:

Standard Operating Guidelines

Guideline 301.0 Incident Command



The Emergency Management Agency is the logistics and liaison section assigned to the Command Post. They shall provide the coordination between Emergency Agencies as may be required.

The Emergency Management Agency is also the contact for all Ohio and Federal Disaster Services assistance. The Emergency Management Agency shall also coordinate between the Incident Commander and the Red Cross for the establishment of evacuation centers and the care and feeding of individuals.

Emergency Communications if needed could be provided by "Ham Radio Operators" for telephone and radio communications to and from the incident site.

LOCAL GOVERNMENT OFFICIALS:

The Mayor, if in the City of Bryan, and the Williams County Commissioners, outside of the City may be required to assist as necessary with emergency declarations and to provide manpower and/or equipment from local government agencies. Township Trustees may also be requested to assist with equipment as needed.

These officials may or may not be at the Command Post, however contact should be maintained with them through the dispatcher.

LAW ENFORCEMENT:

Law Enforcement, be it City Police, Sheriff, State Highway Patrol or mutual aid police units are responsible for traffic control, evacuation, security and scene access. They shall have a representative at the Command Post and shall maintain contact with the Incident Commander.

RED CROSS:

The Williams County Red Cross should be contacted anytime persons are evacuated and relocated into temporary shelters. The Red Cross shall coordinate with the Emergency Management Agency, who will be the contact between the Red Cross and the Incident Commander.

The Red Cross will provide for bedding and feeding of relocated individuals.

Standard Operating Guidelines

Guideline 301.0 Incident Command



MEDIA:

Media agencies may be allowed access to the incident site, if the situation is such that it does not pose a hazard to those personnel. In all cases the Incident Commander will keep the media advised.

If necessary the Incident Commander will appoint a Public Information Officer to keep the media advised.

All firefighting personnel shall refrain from talking or making statements to the media.

COMMUNICATIONS:

All personnel assigned to Incident Command positions shall have, if available, radio communications so they may be contacted. Radio traffic, however, should be kept to a minimum.

With the operation of a Command Post, different agencies can maintain radio communications while utilizing their respective communication frequencies.

IDENTIFICATION:

Vests will be issued to command personnel identifying their positions, also restricted access badges will be issued for admission to the command post.

EXPOSURES:

Exposure protection is important to prevent the spread of fire. A common method of identifying exposures is necessary.

INTERIOR EXPOSURES are identified as A,B,C,D, and E. Sector A is at one's immediate left and B, C, and D proceed clockwise. Sector E is always in the center, if used. See page 8, for interior breakdown.

EXTERIOR EXPOSURES are identified as follows, at one's back is exposure 1. Exposure 2,3, and 4 are clockwise around the building. See page 9, for exterior breakdown.

Finally, notice that the exterior exposures are numbered and the interior exposures are lettered. This should prevent mixing of the two.