

**FELTON FIRE PROTECTION DISTRICT**  
**STANDARD OPERATING PROCEDURES**

**ARTICLE: II**                                **SOP: 2701**  
**SECTION 2700**                        **INCIDENT COMMAND/  
                                                    **FIREGROUND OPERATIONS****  
  
**SUBJECT:**                                **FIRE GROUND OPERATIONS**

**PURPOSE:**                            To provide a consistent means of managing incidents.

**SCOPE:**                                These policies will be adhered to by all personnel. They are general enough to provide flexibility but are rigid enough to ensure consistent fireground command procedures.

**PROCEDURE:**

**A.    INCIDENT COMMAND SYSTEM**

The incident command system is designed to become the basic operating system for all incidents. It begins to develop from the time the incident occurs, until the requirement for management and operations no longer exist. All members shall be familiar with the principles and terminology of the ICS management system.

1.    All members shall utilize ICS and its terminology for every incident. Whereas it being a part of our day to day operations it should require a minimum of transition for members to adapt to a larger incident.
  
2.    The incident commander is responsible for the command function at all times. The incident commander is a title which implies the function that is to be carried out.
  
3.    The Incident commander title can apply equally to any officer or member of a fire or law enforcement agency regardless of rank.

**B.    ESTABLISHING COMMAND**

The first in unit or officer to arrive at the scene shall assume the responsibility of command and remain in command until relieved by a higher ranking officer.

## C. COMMAND RESPONSIBILITIES

The command position shall be responsible for the following tasks:

- \* Assume an effective command position
- \* Transmit to Dispatch
- \* Brief size - up statement
- \* Incident Identifier
- \* Command Post (if applicable)
- \* Obtain tactical frequencies as needed
- \* Evaluate the situation
- \* Develop a plan and assign tasks
- \* Assign ICS positions as needed
- \* Document Plan and Activities
- \* Review and evaluate all actions and progress
- \* Return companies to service and terminate Command

## D. COMPANY OFFICERS AND THE COMMAND POSITION

When a Company Officer arrives first-in on the scene he/she must not only address the responsibilities of command but also decide if his/her efforts as a team leader will be needed to stabilize the situation. A quick rescue or an immediate interior attack most often requires the assistance of the company officer. There are three different levels or modes the company officer operates in:

1. *Command Mode:* Such situations by virtue of their size, complexity or potential require a strong, direct overall command position from the onset.
2. *Action Mode:* These situations require the company officer to participate with his crew in performing initial life/property saving operations. The use of a portable radio permits the officer to help with initial operations without neglecting his command responsibilities. This Mode should not last more than a few moments and will end with one of the following:
  - A. Situation Controlled
  - B. Situation is not controlled and the officer must remove himself to a primary Command Position or Transfer Command.
3. *Investigative Mode:* These situations generally require investigation by the first-in arriving engine company, while holding staged companies at a distance. Normally the officer can go with the engine company to check, while utilizing a portable radio to continue command.

## F. TRANSFER OF COMMAND

1. The first in unit or officer to arrive on the scene will assume command until relieved by a ranking officer within the following guidelines:
  - a. The first-in arriving company officer will automatically assume command (except as noted in 1b, 1c).
  - b. The arriving duty officer shall assume command of all working incidents after proper transfer procedures have been completed.
  - c. Assumption of command by a ranking chief officer other than the duty officer shall be discretionary.
2. The actual transfer of command will be regulated by the following procedures:
  - a. Arriving ranking officers assuming command will communicate with the officer being relieved preferable, face to face, on arrival or by radio if necessary.
  - b. The officer being relieved will brief the officer assuming command. This briefing should include the following:
    - Conditions and actions taken
    - Operational plan
    - Resources committed
    - Effectiveness of the control efforts
    - Appraisal of needs
3. All officers will exercise their command prerogatives in a supportive manner that will ensure a smooth transition and effective ongoing command function. The officer relieved of command will be utilized to the best advantage by the officer assuming command.

**NOTE:** *The arrival of a ranking officer on the incident scene does not mean command has been transferred to that officer. Command is only transferred when the outlined communication functions have been completed. This however does not preclude the option of the first arriving company officer having another company officer arriving at the same time or close behind take command. This can be done by prearrangement or may be necessitated by circumstances; in either case, it shall be confirmed by both parties by radio.*

## G. SIZE UP

1. On all multiple unit responses, the first-in unit or officer arriving at the scene will transmit a Size-up statement over the radio.
2. A Size-up statement shall be brief and consist of the following:
  - a. The OBJECT (house, vehicle, wildland, etc.)
  - b. What is THE CONDITION (flames, smoke, nothing showing, etc.)
  - c. ACTION taken (interior attack, investigation, evacuation)
3. After the size-up statement he/she will then be expected to address the remaining command responsibilities or transfer the command to a ranking officer.

## H. APPARATUS PLACEMENT

The objective of this procedure is to provide a standard system of initial placement for responding apparatus and personnel. Effective utilization of this procedure shall:

- \* Prevent apparatus congestion at the scene.
  - \* Allow time for Command to evaluate conditions prior to assigning companies.
  - \* Reduce radio traffic during the critical initial stages of the incident.
  - \* Allow time for the IC to formulate and implement a plan without undue confusion and pressure.
1. Unless otherwise directed the First-In unit shall respond to the scene and take the position of best operational advantage, securing a water supply if needed.
  2. The Second-In unit in the absence of an assignment will stage themselves in their direction of travel at:
    - The wrapped hydrant or dropped supply line of the first-In unit.*
    - Next available hydrant.*
    - Approximately one block from the scene.*
  3. The Third-In unit will stage at a location designated by command.
  4. Staged units shall report their positions to the command officer. If no assignment has been received after a reasonable amount of time, they shall contact the IC for an assignment.