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D-24 COMMAND PROCEDURES**Introduction and Purpose**

The purpose of this policy is to ensure consistency in command and communication procedures within the Central Zone on emergency incidents.

Refer to Central Zone Operations Manual Policies D-3 and D-3.1 for radio procedures to be utilized when responding to incidents.

Arrival Information:

General information that should be transmitted by the first arriving unit upon arrival at the incident location shall be referred to as a "Report on Conditions." Essential information that shall be conveyed upon arrival will satisfy describing the following questions:

1. Incident Description: (What do I have?)

- Incident Location (If necessary due to limited dispatch information)
- Incident Type (Fire, Rescue, Haz-Mat, MCI, etc....)
- Involved Property (Two-story apartment complex, Passenger bus, Home Depot, Dense vegetation in the river bottom, etc....)
- Potential Threat (Exposures threatened on the Bravo side, Homes threatened at the top of the ridgeline, Unknown fluid leaking into waterways, etc....)

2. Actions Upon Arrival: (What am I doing?)

The first arriving unit shall inform dispatch the actions they are taking to mitigate the incident. Generally, the most common accepted actions for the first arriving unit are as follows:

- Identify operational mode:
 - Rescue Mode (Rescue Exception - Refer to San Diego County Operational Area Policy #6-A)
 - Identify rescue mode over the command channel
 - Switch to tactical (TAC) channel and initiate rescue operations
 - All in bound units shall monitor TAC prior to arrival
 - Second arriving unit shall assume IC
 - As additional units arrive, address RIC and Accountability
 - A report must be generated to the jurisdictional Fire Chief by the officer who declared the rescue mode within 24 hours
 - Attacking the fire (defensive or offensive, progressive hose lays)
 - Investigating

3. Establish IC

It is expected that the first arriving unit shall establish and name the incident upon arrival at scene as the operational default. Passing command should occur only when there is an operational benefit and/or need present and thus will occur on a very infrequent basis.

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D-24 COMMAND PROCEDURES4. Required Resources: (What do I need?)

- Fire Resources (Second, or greater Alarm, Aircraft, Agency Representative, etc.,)
- Law enforcement (Crowd and traffic control)
- Specialized resources (HIRT, USAR, etc.,)
- Non-emergency resources (SDG&E, Red Cross)

5. Additional Communications:

The following additional items should be transmitted to Heartland and responding units at an appropriate time in the incident:

- Additional resources needed (determined by incident stabilization)
- The Incident Command Post location (ICP)
- Access points to the incident
- Any Hazards / Safety Concerns ("wires down")
- Staging location for incoming resources, (and for media?)
- Tactical benchmarks (all clear on primary and secondary search, knock down, forward rate of spread stopped and containment)

Additional noteworthy Information for Command Procedures:

Building Description:

A Side – Address, street, or designation of IC, with B, C, D etc. sides – go clockwise around the building

Floor designation assignments: Division 1, 2, 3 etc.

Below ground designations: Basement 1, Basement 2, etc.

External exposures: Fire building side with small number closest to fire *i.e.*: Exposure B 1 = B side of Fire building - unit closest to fire

Control/Command objectives for wildland and defensive attack fires (geographic landmarks)

Naming Divisions/Groups:

The single engine designator may be utilized if only one unit is to be assigned to a function(s). (Ex. If truck 4 will be the only unit working on the roof, its designator may remain Truck 4).

If the IC elects, or an area/function will have more than one unit assigned, a lead company will be designated with an appropriate Division/Group name *i.e.*: Ventilation Group.

Additional Chief Officer Assignments:

Additional Chief Officers may be utilized for support functions such as Safety, OPS, Accountability, and PIO. All assignments must be announced on the air (Ex. "B-6 is the Safety Officer on the Mollison Incident")

6. Transfer of Command:

Shall generally take place when a Chief Officer arrives at the incident. Jurisdictional requirements to assume command of a given incident should be considered. (Refer to San Diego County Operational Area Policy #10-A) Transfer of command should take place at a time during the incident where continued operations will NOT be compromised. Heartland, and all units assigned to the incident, shall be notified of the transfer of command.

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7. Terminating Command:

Shall take place at the completion of the incident with notification to Heartland. Any units remaining at scene will be identified as the "scene contact".

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