

# Incident Command

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*Approved by* 

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*Operations / Fire Department*

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## **Purpose**

to identify the procedures to be used in establishing Incident Command for emergency operations.

## **Scope/Applicability**

This procedure applies to all Fire Department personnel.

## **Terms and Definitions**

### **Command**

refers jointly to both the person and the function.

## **Responsibilities**

It is the responsibility of all Fire Department personnel to apprise themselves of these procedures and comply therewith. The Incident Commander is responsible for the command function at all times. As the identity of the Incident Commander changes, through the transfer of command, this responsibility shifts with the title.

## **Discussion**

- A. Incident command procedures are designed to accomplish the following:
  1. Command, control and coordinate the response and efforts of a multitude of personnel and apparatus working toward the common goal of stabilizing an incident and/or protecting life, property and/or the environment.

2. Fix the responsibility for command on a specific individual through a standard identification system.
3. Ensure a visible command be established as early as possible during the operation.
4. Establish an effective framework outlining tasking and responsibilities during the operation.
5. Provide a system of orderly transfer of Command to subsequent arriving officers.

B. Establishing Command

1. The first arriving unit or member on the scene shall establish command and remain in command until transferred to another person, or the incident is terminated.
2. The person establishing Command shall transmit a brief radio report to Dispatch to include:
  - a. Unit identification and announcement that Command is being established, naming Command.
    1. The name of Command shall be other than that of the apparatus or personnel identifier in order to accommodate a transfer of Command during the incident.
  - b. Building description
  - c. Obvious conditions such as smoke or flames showing, etc.
  - d. Action to be taken (investigation, quick attack, etc.)
    1. Investigation begins with the first arriving unit. The Officer shall accompany the crew during the initial investigation conducting Command with the use of a portable radio.
    2. Fast Attack is a situation that requires immediate action to stabilize a situation and commit. Command may take advantage of the portable radio to permit necessary involvement in the attack without neglecting Command.
  - e. Any other pertinent information

C. Mass Casualty Declaration

1. A mass casualty shall be declared when any of the following conditions are present.
  - a. Resources are needed in addition to and/or outside the normal scope of response for an incident.

- b. Three or more patients require transport to a medical facility.
- c. A hazardous material spill that exceeds normal spill response capabilities.

D. Command Responsibilities

- 1. Establishing and assuming an effective Command position.
- 2. Ensuring responder safety.
- 3. Assessing incident priorities.
- 4. Determining operational objectives.
- 5. Develop and implement an action plan.
- 6. Manage incident resources.
- 7. Coordinate overall emergency activities.
- 8. Provide progress reports to Dispatch as necessary.

E. Transfer of Command

- 1. When transfer of command is necessary, the transfer must be made as efficiently as possible, and in person whenever possible.
- 2. The person being relieved must brief the incoming Incident Commander to provide the following information:
  - a. Incident conditions such as current situation, objectives, priorities, hazards, resource needs, etc.
  - b. The action plan and its current status.
  - c. Safety considerations.
  - d. Deployment and assignment of operating units and personnel.
- 3. Dispatch must be notified of the transfer of command.

## References

No references

## **Records**

Records are not applicable with this procedure.

## **Attachments, Appendices**

No attachments