



Standard Operating Guideline

Incident Command



PURPOSE

To provide for the safety of personnel operating at emergency incidents through improved command and control; improve the use of resources and tactical effectiveness; provide standard principles upon which to build an effective command structure; provide standard procedures for establishing and transferring command; and meet local, state, and federal standards requiring the use of a standardized emergency management system.

SCOPE

FIRESCOPE/NIMS Incident Command System (ICS) shall be the emergency management system utilized. ICS shall be used appropriately at all incidents that require scene management.

PROCEDURES

Establishing the Incident Command System

A simple to complex command and control philosophy shall be used for building an ICS. In other words, the ICS should be developed based off the complexity of the incident.

The Incident Command System shall be used to facilitate the completion of incident priorities (life safety, property conservation, and incident stabilization).

- The first officer to arrive at the scene of an emergency is in command until there is a formal establishment/transfer of command.
- The second arriving engine company officer should establish "Command" when appropriate AND/OR directed.
- Truck companies will not typically assume command.
- The Battalion Chief is expected to request command from the engine Captain who established command (Captain returns to company).
- The incident commander shall identify and articulate the strategic objectives.
- The incident commander shall ensure that the tactical objectives support the strategic objectives.

Philosophy of Command

Initial command officers operating under the Sacramento Regional Operating Guidelines (SROG) will use the following guidelines and philosophy when establishing an incident organization.



Standard Operating Guideline

Incident Command



The participating agencies will use the “bottom-up” philosophy of incident management for fire-based emergencies. This philosophy is based upon developing a command and control organization that is consistent with the growth and complexity of the incident. A “top-down” philosophy in establishing divisions and groups early is more appropriate for non fire-based emergencies such as Hazmat and MCI emergencies.

When participating agencies are using the “bottom up” philosophy on fire-based incidents, company officers will generally not assume command roles (divisions, groups, and branches) for extended periods of time. The intent is for a chief officer / single resource officer to assume command roles. The foundation of this philosophy is that company officers will remain in command of their company.

- When units are assigned a task, they are still referred to by their unit identifier (Truck 2 or Engine 37), not their task or location (ventilation group or roof).
- The incident commander should consider utilizing divisions and/or groups when multiple companies are performing similar tasks for an extended period of time.
- If a company officer is assigned as a division or group supervisor, every effort should be made to replace that company officer with a chief officer / single resource officer.

When participating agencies are using the “top-down” philosophy on non fire-based incidents, such as Hazmat, MCI and technical rescue, company officers should assume / be assigned command roles early (divisions, groups, and branches), based on the complexity of the incident.

- Branches will be numeric / functional.
- Divisions will be alpha / numeric.
- Groups will be functional.

Functions of Command

The Incident Commander shall accomplish the following functions:

- Assume and announce Command and establish an effective operating position (command post).
- Rapidly evaluate the situation (size-up).
- Initiate, maintain, and control the communication process.
- Identify the overall strategy, develop an incident action plan, and assign companies consistent with the plan and standard operating guidelines.
- Develop an effective Incident Command organization.
- Provide tactical objectives.
- Review, evaluate, and revise (as needed) the incident action plan.



Standard Operating Guideline

Incident Command



Radio Designation

The radio designation "Command" will be used along with the geographical location of the incident (i.e. "Greenback Command"). This designation should not change throughout the duration of the incident.

Transfer of Command

Transfer of command should include:

- Situation status
- Actions taken
- Resource assignments
- Resource needs

Whenever a transfer of command takes place, it shall be communicated to all personnel assigned to the incident.

See the training document in Appendix A for an example of a first alarm assignment for a residential structure fire.



Standard Operating
Guideline
Incident Command



Appendix A

*** Training Document ***

Residential Structure Fire SOG with Incident Command Example

PURPOSE

This document is intended to establish basic Standard Operating Guidelines and procedures for emergency incident operations at structure fires. They are designed to be applied generally. They may be modified as situations dictate.

SCOPE

A residential occupancy for the purposes of this SOG should include, but is not limited to the following:

- 1) One and two family occupancy

COMMUNICATIONS

When units are assigned a task or objective, they are still referred to by their unit identifier.

PROCEDURES

First Alarm

The full first-alarm assignment for residential structure fire incidents are as follows:

- 4 Engines
- 2 Trucks
- 2 Battalion Chiefs
- 1 Medic

First arriving Engine on first alarm

- 1) The Captain should establish Investigation/Fire Attack/Command mode.

“Engine 1 arrived, (gives an accurate size-up) initiating fire attack.”

*Engine 1’s identifier will be Engine 1, **NOT** “fire attack” or “interior.”*

The participating agencies will no longer recognize the term “interior” as an identifier.

- 2) The Captain should establish offensive or defensive strategy, and a point of entry.



Standard Operating Guideline

Incident Command



- 3) The Engineer should spot the apparatus at a safe position from the building (outside the collapse zone), and allow for truck access.
- 4) The Nozzle AND/OR Back-up Firefighter should assist the Captain as directed.

Second arriving Engine on first alarm

- 1) The Captain should:
 - a) Establish "Command" when appropriate AND/OR directed.
 - b) Secure a water supply
 - c) Establish a Two-Out Team. The unit identifier will be E108, **NOT** "Two-Out."

"Engine 108 arrived, establishing Greenback Command" (if appropriate), "securing a water supply and stretching a two-out line."

Engine 108's Captain's identifier will be Greenback Command. The "two-out" crew will continue to use the identifier Engine 108 until the Captain is relieved by the first arriving Chief Officer, at which time Engine 108's Captain rejoins his/her company. The first arriving Chief Officer's identifier is now Greenback Command.

- 2) The Engineer should ensure a water supply is established.
- 3) The Nozzle AND/OR Back-up Firefighter should assist the Captain as directed.

Third arriving Engine on first alarm

- 1) The Captain should establish AND/OR assist initial operations based on the following priorities:

- a) Ensure Command is established
- b) Assist with Fire Attack

"Engine 71 arrived, assisting Engine 1 with a secondary attack line."

*Engine 71's identifier will be Engine 71, **NOT** "interior" or "Division A."*

- c) Assist with Two-Out Team
- d) Assist with Exposures
- e) Stage

- 2) The Engineer should assist with water supply needs.
- 3) The Nozzle AND/OR Back-up Firefighter should assist the Captain as directed.



Standard Operating Guideline

Incident Command



Fourth arriving Engine on first alarm

- 1) The Captain should establish Level I RIC.

“Engine 38 arrived, initiating Level I RIC.”

Engine 38’s identifier will be Engine 38, NOT “RIC” or “RIC group.”

First arriving Truck on first alarm

- 1) The Captain should spot the front of the building if appropriate, and either split their crew 2 interior and 2 exterior (SPLITTING), or entire crew interior (All-In), or entire crew exterior (All-Out). If SPLITTING, the Captain shall voice on the radio his or her location “outside” or “inside”. The Truck actions should be based on the incident’s priorities.

“Truck 65 arrived, splitting (if appropriate), Captain outside or inside.”

Truck 65’s identifier will be Truck 65, NOT “roof division” or “vent group.” The Captain is always the unit identifier (TR65). If contact with the split crew is necessary, contact the individual (TR65 Engineer or Saw).

*The participating agencies will no longer recognize the terms Team 1 and Team 2 or Team A and Team B as appropriate identifiers. Communications will utilize riding positions. **“Truck 65 Engineer, Truck 65 Captain,” NOT “Truck 65 team 1, Truck 65 team 2.”***

- a) Consideration should be taken, based on the occupancy and situation whether to spot the aerial.
 - b) Based on the situation, the Engineer could stay with the apparatus.
 - c) All-In and All-Out could be accomplished with 3 personnel based on the situation.
 - d) Splitting of 3 personnel is not recommended.
 - e) These actions must be voiced on the radio.
- 2) The Engineer may:
 - a) Assist the Captain as directed.
 - b) Be assigned to lead a split crew.
 - c) Spot, operate and remain with the apparatus.
 - 3) The Tool Firefighter should assist the Captain or Engineer as directed.
 - 4) The Saw Firefighter should assist the Captain or Engineer as directed.

Second arriving Truck on first alarm

- 1) The second arriving Truck will take opposite operations as the first Truck, and either split their crew 2 interior and 2 exterior (SPLITTING), or entire crew interior (All-In), or entire crew exterior (All-Out). If SPLITTING, the Captain shall voice on the radio his or



Standard Operating Guideline

Incident Command



her location “outside” or “inside”. The Truck actions should be based on the incident’s priorities.

“Truck 6 arrived, all out” OR “Truck 6 arrived splitting, Captain inside.”

*Truck 6’s identifier will be Truck 6, **NOT** “vent group,” “roof division,” “salvage group” or any other division or group.*

- a) Consideration should be taken, based on the occupancy and situation, whether to spot the aerial.
 - b) Based on the situation, the Engineer could stay with the apparatus.
 - c) All-In and All-Out could be accomplished with 3 personnel based on the situation.
 - d) Splitting of 3 personnel is not recommended.
 - e) These actions must be voiced on the radio.
- 2) The Engineer may:
- a) Assist the Captain as directed.
 - b) Be assigned to lead a split crew.
 - c) Spot, operate and remain with the apparatus.
- 3) The Tool Firefighter shall assist the Captain or Engineer as directed.
- 4) The Saw Firefighter shall assist the Captain or Engineer as directed.

First arriving Battalion Chief on first alarm

- 1) The Battalion Chief should request “Command” from the engine Captain who established Command (Captain returns to company):

“Battalion 10 is on scene, assuming Greenback Command.”

- a) The command vehicle location should be outside the firefighting zone. The location should be announced on the tactical channel.
- b) Transfer of command should include situation status, actions taken and resource assignments.
- c) Identify and communicate incident priorities and strategy.
- d) Consider additional alarms and/or resources.
- e) Set-up an Incident Command structure.

Second arriving Battalion Chief on first alarm

- 2) The second arriving Battalion Chief should report to the command post and assist where needed which could include:



Standard Operating Guideline

Incident Command



- a) Assist command at the command post.
- b) Establish a division (Alpha/Bravo/Charlie/Delta) based on point of entry, if appropriate.

“Battalion 2 is Division A (Alpha).”

- c) Provide reconnaissance for command by taking a lap around the occupancy; in this instance, the second arriving Battalion Chief would maintain their unit identifier.

“Battalion 2, Command, can you give me a lap and a CAN report?”

*Battalion 2 would be Battalion 2, **NOT** “Division A.”*

- d) Fill a command staff position.

First arriving Medic on first alarm

The primary responsibility of a medic unit on fire incidents is to provide medical support. However, command may assign a medic unit to engage in firefighting operations if necessary. If assigned, command should request an additional medic to provide medical support.

The Medic can be assigned to assist initial operations based on the following priorities:

- a) Provide medical support for victims and/or firefighters.
- b) Assist with firefighting operations.
- c) Establish rehab.

The first arriving Medic unit will maintain their unit identifier if involved in firefighting operations or simple medical coverage for the incident.

“Medic 51 arrived, stretching a Two-Out line.”

*Medic 51’s unit identifier will be Medic 51, **NOT** “Two-Out.”*

OR

“Medic 51 arrived, reporting to the command post with equipment and gurney.”

*Medic 51’s identifier will be Medic 51, **NOT** “medical group.”*