

	Standard Operating Guideline – West Fargo Fire Department		01.014
	Subject: Incident Command System		
	Section: Deployment and Safety		
	Date Authorized: 8/5/2015	Authorized by:	
Date Reviewed: 10/1/2020	Chief Daniel Fuller		

Intent

The intent of this SOG is to establish procedures for the use of the National Incident Management System and implementation of the Incident Command System

References

National Fire Protection Association (NFPA) 1561 Standard for Emergency Services Incident Management System and Command Safety

Definitions

Incident Commander – Heads the command function for all incidents normally carries out the command staff functions of Safety, Liaison, and Information and the General Staff functions of Operations, Planning, Logistics, and Finance until these functions are assigned to other personnel.

Safety Officer – Monitors and assesses safety hazards or unsafe conditions, works with the Incident Commander to complete WFFD Safety Officer Checklist.

Single Resource – Individual Company or crew, or an apparatus and operator.

Strike Team – Up to five of the same type of resource with common communications and a leader

Task Force – A group of any type or kind of resource with common communications and a leader, assembled for a specific task

Group – The organizational level having responsibility for a specific functional assignment such as ventilation, salvage, etc

Division – The organizational level having responsibility for operations within a defined geographical area. A typical structure will have exterior A (address), B, C, D divisions, an interior division, and roof and basement divisions. A high rise will have numbered floor divisions.

Unified Command – A standard method to coordinate command of an incident when multiple agencies have jurisdiction

Radio Call Signs – In order to avoid confusion the IC will use the designated incident call sign for all communications. All other units will use designated truck numbers as call signs.

Radio Communications – When operating at Incidents we will use Clear Text for all communications. Clear text is defined as the use of plain English in radio communications with no ten codes or agency specific codes.

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Guideline

1. The West Fargo Fire Department will operate under the Incident Command System at all times, with the Incident Commander determining the size and scope of the system that will be put in place.
2. The first arriving officer or senior firefighter will establish Incident Command (IC)
 - a. A Brief Initial Radio (BIR) Report should be given following the framework defined in SOG 05.001 Brief Initial Report and Scene Size Up
3. The West Fargo Fire Department has adopted the RECEO-VS methodology for establishing the priority of fire command decision making on scene, which is different than SLICE-RS methodology, which is used for fire attack actions.

Rescue
Exposures
Confine the fire
Extinguish the fire
Overhaul
Ventilation
Salvage

4. A large list of factors also needs to be considered, within the context of incident command priorities. The acronym COAL WAS WEALTH can be used to list these factors

Construction
Occupancy
Area
Life Hazard
Water
Auxiliary Systems
Street Conditions
Weather
Exposures
Apparatus and Personnel
Location
Time
Hazards

5. A working fire should be declared by the incident commander upon arrival to a scene where an active fire is occurring, if indicated by either flame or smoke showing from the structure.
 - a. This declaration alerts dispatch, as well as other units that are in route that a fire has been found.

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- b. When a working fire is declared, the incident commander or his/her designee shall contact dispatch and request that the electric and gas company respond to the scene to secure the utilities and make the scene safer for those working in it.
 - c. A working fire also brings the balance of the 1st alarm units, if the initial alarm was not for an actual fire; two engines, two ladders, and the Battalion Chief for 17 total firefighting personnel
6. All incidents where the need for additional units outpaces the first alarm units assigned, the Incident Commander should utilize the mutual aid system to request additional resources
 - a. 2nd alarm brings a ladder truck and two engines, and RIT
 - b. 3rd alarm brings a ladder truck and two engines, and heavy rescue
 - c. 4th alarm brings two engines
 - d. 5th alarm brings two engines
 7. For all 2nd alarm or greater incidents, the IC should designate a safety officer.
 - a. This safety officer should not be assigned any other duties during the course of the incident
 - b. The primary responsibility of the safety officer is to observe and correct situations that pose a risk to firefighters operating on scene
 - c. The safety officer should report directly to the IC
 8. For all 2nd alarm or greater incidents, the IC should designate a Public Information Officer (PIO) to work with communications staff from the City of West Fargo
 - a. The PIO's primary responsibility is to reduce the risk to the citizens of West Fargo by providing direct communications regarding an incident
 - b. When applicable, the PIO should provide regular status updates to the media on scene
 - c. The intent of all crisis communications is to be first, be right, and be creditable
 9. The designation of groups per individual task is the primary method of delegating fireground tasks and maintaining accountability for those tasks
 10. There are five standard task groups, however not all need to be filled based on the discretion of the IC and the IC may, at times, expand to several task groups for each task.
 11. The company officer of the first unit assigned to each group should be assigned as the group supervisor
 - a. Search Group
 - b. Fire Attack Group
 - c. Vent Group
 - d. Medical Group

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e. Rehab Group

12. For larger incidents, with either a large geographic area or a building of four or more floors divisions or sectors maybe assigned, then task groups within those divisions or sectors

- a. This helps to maintain clear command and control of resources on scene and avoid confusion

13. The West Fargo Fire Department will use the National Incident Management System (NIMS). It is the intent of NIMS to clarify some of the common terminology used.

- a. All firefighters will be trained in the following national standards
 - i. NIMS 700
 - ii. ICS 100
 - iii. ICS 200
 - iv. ICS 300 for all Company Officers
 - v. ICS 400 for all Command Staff

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