

Central Joint Fire District

Standard Operating Procedure



Central Joint Fire District

SUBJECT: Tactical Responsibilities of
The Incident Commander

SOP Number: 423
Effective Date: 6/29/92
Revised Date:
Approved:

PURPOSE: It is the purpose of this standard to outline the responsibilities of the Incident Commander when assuming command and control of an emergency situation. This standard is not intended to be a definitive statement of responsibilities, but rather a guide to improve decision making and resource utilization.

SCOPE: This standard shall apply to all individuals who are, or may be, acting in the capacity of the Incident Commander.

ENFORCEMENT: The responsibility for adherence to this standard rests with anyone who finds him/herself in a position of command at an emergency incident, which will require multiple resources. The Incident Commander is a direct extension of the fire chief with all of the duties, responsibility, and authority and shall use such authority to successfully conclude an emergency incident.

DEFINITIONS:

IC – incident Commander

RC – Resource Commander

Triage – the sorting of medical injuries in order of severity

Extrication – the removal of victims from the source of entanglement or entrapment

Bench Mark – significant event in the chronological progression of an incident; i.e., “Initial Report”, “All Clear”, “Under Control”

Integral Unit – a working team of not usually less than two persons

APPLICATION:

423.1 General Responsibilities

- 1) It shall be the responsibility of the IC to ensure the safety of; Emergency Personnel, Victims, and the public at large. To this end the IC shall take whatever steps are necessary to secure the area in and around the emergency incident to limit the movement of non-essential, or unnecessary personnel.
- 2) It shall be the responsibility of the IC to obtain whatever resources are necessary for the successful conclusion of the emergency incident.

- 3) It shall be the responsibility of the IC to deploy resources in the most effective manner for the successful conclusion of the emergency incident.
- 4) It shall be the responsibility of the IC to notify all personnel whenever a bench mark (Initial Report, All clear, Under Control) has been reached.
- 5) It shall be the responsibility of the IC to designate such rehabilitation areas as are necessary for health, welfare and rehabilitation of emergency personnel vital to the successful conclusion of the emergency incident.

423.2 Structure Fire Responsibilities

- 1) It shall be the responsibility of the first arriving senior member to assume command of an incident and broadcast a size-up report of conditions observed and action being taken upon arrival. The size-up report shall include the Three What's and a Who acronym.

What do I have
What am I doing
What do I need
Who am I

- 2) It shall be the responsibility of the IC to properly evaluate the incident conditions found upon arrival using the acronym REVAS

Rescue
Evacuation
Ventilation
Attack
Salvage

REVAS shall be used in the order presented to determine the incident priorities in the order they need to be addressed.

- 3) It shall be the responsibility of the IC to estimate how much water is necessary to accomplish extinguishment of the involved structure and obtain the required amount of water for extinguishment purposes. In the event the available water supply is not sufficient to accomplish extinguishment, the IC shall initiate a defensive attack on exposures to contain the fire to its area of origin. A defensive attack mode will be maintained until such time as sufficient water supplies become available or the incident has stabilized itself.
- 4) It shall be the responsibility of the IC to ensure adequate resources are on scene before initiating any offensive action against the incident. Such resources shall include but not be limited to: Manpower, Water Supply, Pumping Apparatus, Hose, and Nozzles. Under NO CIRCUMSTANCES shall an interior attack be launched with no less than four (4) firefighters on scene.

- 5) It shall be the responsibility of the IC to designate a firefighter rehabilitation area to allow firefighters to rest and re-hydrate themselves.

423.3 Vehicle Accident Responsibilities

- 1) It shall be the responsibility of the first arriving senior member to assume command of an incident and broadcast a size-up report of conditions observed and action being taken upon arrival. The size-up report shall include the Three What's and a Who acronym.

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- 2) It shall be the responsibility of the IC to properly evaluate the incident conditions found upon arrival. Incident priorities are to be addressed as follows: Scene Safety, Triage, Basic Life Support Stabilization, Extrication, Transport, Scene cleanup.
- 3) Scene Safety: It shall be the responsibility of the IC to ensure a safe scene of operations. Hazards may include but are not limited to; wires down, unstabilized vehicles, traffic hazards, fire hazard, and hazardous materials.
- 4) Triage: It shall be the responsibility of the IC to ensure that triage has been performed by persons adequately trained in EMS. Proper triage will ensure that victims will receive medical care in proportion to their injuries.
- 5) Basic Life Support Stabilization: It shall be the responsibility of the IC to ensure that basic steps are taken to sustain life. Such basic life support stabilization shall include airway stabilization, breathing stabilization, and circulatory stabilization.
- 6) Extrication: it shall be the responsibility of the IC to ensure that extrication has been performed by persons adequately trained in Vehicle Extrication. Note: Proper victim packaging is a component of good vehicle extrication. Proper technique and procedure must be adhered to at all times.
- 7) Transport: It shall be the responsibility of the IC to ensure that adequate resources are on scene to transport victims to the nearest medical facility.
- 8) Scene Clean-up: It shall be the responsibility of the IC to ensure that the incident scene is made safe for the general public prior to securing operations.

423.4 Household Rescue Responsibilities

- 1) It shall be the responsibility of the first arriving senior member to assume command of an incident and broadcast a size-up report of conditions observed and action being taken upon arrival. The size-up report shall include the Three What's and a Who acronym.

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What do I need

Who am I

- 2) It shall be the responsibility of the IC to properly evaluate the incident conditions found upon arrival. Incident priorities are to be addressed as follows: Scene Safety, Triage, Basic Life Support Stabilization, Extrication, Transport, Scene cleanup.
- 3) Scene Safety: It shall be the responsibility of the IC to ensure a safe scene of operations. Hazards may include but are not limited to; wires down, unrestricted public, unrestrained pets, traffic hazards, fire hazard, and hazardous materials.
- 4) Triage: It shall be the responsibility of the IC to ensure that triage has been performed by persons adequately trained in EMS. Proper triage will ensure that victims will receive medical care in proportion to their injuries.
- 5) Basic Life Support Stabilization: it shall be the responsibility of the IC to ensure that basic steps are taken to sustain life. Such basic life support stabilization shall include airway stabilization, breathing stabilization, and circulatory stabilization.
- 6) Extrication: it shall be the responsibility of the IC to ensure that extrication has been performed by persons adequately trained in Extrication. Note – Proper victim packaging is a component of good extrication. Proper technique and procedure must be adhered to at all times.
- 7) Transport: It shall be the responsibility of the IC to ensure that adequate resources are on scene to transport victims to the nearest medical facility.
- 8) Scene Clean-up: It shall be the responsibility of the IC to ensure that the incident scene is made safe for the general public prior to securing operations. Note – Particular attention shall be given to biological hazards such as needles, and items contaminated with bodily fluids.

423.5 Mass Casualty Responsibilities

- 1) It shall be the responsibility of the first arriving senior member to assume command of an incident and broadcast a size-up report of conditions observed and action being taken upon arrival. The size-up report shall include the Three What's and Who acronym.

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What am I doing

What do I need

Who am I

- 2) It shall be the responsibility of the IC to properly evaluate the incident conditions found upon arrival. Incident priorities are to be addressed as follows: Command Structure, Scene Safety, Triage, Basic Life Support Stabilization, Extrication, Transport, Scene cleanup.

- 3) Command Structure: Consideration shall be given to the following sectors: Staging, Triage, Extrication, Media, Safety, Transportation, Rehabilitation.
- 4) Scene Safety: It shall be the responsibility of the IC to ensure a safe scene of operations. Hazards may include but are not limited to: wires down, unrestricted public, unrestrained pets, traffic hazards, fire hazard, and hazardous materials, unstable structural conditions.
- 5) Triage: It shall be the responsibility of the IC to ensure that triage has been performed by persons adequately trained in EMS. Proper triage will ensure that victims will receive medical care in proportion to their injuries.
- 6) Basic Life support Stabilization: It shall be the responsibility of the IC to ensure that basic steps are taken to sustain life. Such basic life support stabilization shall include airway stabilization, breathing stabilization, and circulatory stabilization.
- 7) Extrication: It shall be the responsibility of the IC to ensure that extrication has been performed by persons adequately trained in Extrication. Note – Proper victim packaging is a component of good extrication. Proper technique and procedure must be adhered to at all times.

Victims removed from the immediate hazard shall be taken to the designated Triage/Field Hospital area.

- 8) Transport: It shall be the responsibility of the IC to ensure that adequate resources are on scene to transport victims to the nearest medical facility. Transportation vehicles shall be dispatched from the Staging area and shall respond to the Triage/Field Hospital area. Victims shall be transported from the Triage/Field Hospital area to the nearest medical facility.
- 9) Scene Clean-up: It shall be the responsibility of the IC to ensure that the incident scene is made safe for the general public prior to securing operations.

423.6 Hazardous Materials Responsibilities

- 1) It shall be the responsibility of the first arriving senior member to assume command of an incident and broadcast a size-up report of conditions observed and action being taken upon arrival. The size-up report shall include the Three What's and Who acronym.

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- 2) It shall be the responsibility of the IC to properly evaluate the incident conditions found upon arrival. Incident priorities are to be addressed as follows: Command Structure, Scene Safety, EMS needs, Containment, Evacuation, Agency Notification, Scene cleanup, Catalog financial records to facilitate cost recovery program.

- 3) Command Structure: Consideration shall be given to the following sectors: Staging, EMS, Evacuation, Media, Safety, Rehabilitation, Decontamination, Communications.
- 4) Scene Safety: It shall be the responsibility of the IC to ensure a safe scene of operations. Hazards may include but are not limited to: wires down, unrestrained public, unrestrained pets, traffic hazards, fire hazard, and hazardous materials, unstable structural conditions, environmental conditions.
- 5) EMS: It shall be the responsibility of the IC to ensure that the removal, decontamination, stabilization, transport, and treatment of victims, is ensured. Triage, Rehabilitation sectors all have a need for EMS personnel.
- 6) Containment: It shall be the responsibility of the IC to ensure that basic steps are taken to contain the incident and minimize the impact of the incident on the surrounding community and environment, only if such action can be accomplished safely.
- 7) Evacuation: It shall be the responsibility of the IC to ensure that evacuation of endangered persons is accomplished in a timely fashion. The IC shall be responsible for securing shelter for displaced individuals. The IC may have to secure transportation for displaced individuals to accomplish evacuation.
- 8) Agency Notification: It shall be the responsibility of the IC to ensure that the proper local, state, and federal agencies are notified in a timely manner, of the incident. Such agencies may include: environmental Protection Agency, Wood County Emergency Management Agency requested on all hazardous material incidents, Wood County Sheriff's Department, Ohio State Highway Patrol, Local Fire, EMS, and Law Enforcement Agencies.
- 9) Scene Clean-up: It shall be the responsibility of the IC to ensure that the incident scene is made safe for the general public proper to securing operations.

423.7 Mutual Aid Responsibilities

- 1) It shall be the responsibility of the first arriving senior member to assume command of departmental resources responding to a mutual aid incident (the person assuming command of departmental resources shall be known as the Resource commander (RC) for the purposes of this standard). The Central Joint Fire District Fire Department shall only respond with the resources requested.
- 2) It shall be the responsibility of the RC to report to the IC or designated area upon arrival.
- 3) It shall be the responsibility of the RC to maintain Central Joint Fire District Fire Department resources as an integral unit. Personnel SHALL NOT be deployed individually as part of a "free lance" operation.
- 4) It shall be the responsibility of the RC to ensure the safety of all resources under his/her command.

423.8 Severe Weather Advisory Responsibilities

- 1) When a severe weather advisory has been posted and resources are to be deployed in accordance with SOP #490, the Central Joint Fire District Fire Station shall become the command center and base of operations.
- 2) In the event action is required as a result of severe weather, the appropriate section of that standard shall be implemented.