

3.4.1.6 On-Scene Incident Commander



YOUR ORGANIZATION
STANDARD OPERATING PROCEDURES/GUIDELINES

TITLE: On-Scene Incident Commander

SECTION/TOPIC: Hazmat General Information

NUMBER: 3.4.1.6

ISSUE DATE:

REVISED DATE:

PREPARED BY:

APPROVED BY:

X

Preparer

X

Approver

These SOPs/SOGs are based on FEMA guidelines FA-197

1.0 POLICY REFERENCE

CFR

NFPA

NIMS

2.0 PURPOSE

This standard operating procedure/guideline addresses the On-Scene Incident Commander.

3.0 SCOPE

This SOP/SOG pertains to all personnel in this organization.

4.0 DEFINITIONS

These definitions are pertinent to this SOP/SOG.

5.0 PROCEDURES/GUIDELINES & INFORMATION

5.1 On-Scene Incident Commander:

Assumes control of the incident beyond the first responder awareness level. This individual must possess minimum training at the first responder operations level with additional knowledge of state,

local, and federal response plans.

In addition to being competent at the awareness and operational levels, the incident commander shall be able to perform the following tasks:

1. Analyze a hazardous materials incident to determine the magnitude of the problem in terms of outcomes by completing the following tasks:
 - a. Collect and interpret hazard and response information from printed resources, technical resources, computer databases, and monitoring equipment
 - b. Estimate the potential outcomes within the endangered area at a hazardous materials incident
2. Plan response operations within the capabilities and competencies of available personnel, personal protective equipment, and control equipment by completing the following tasks:
 - a. Identify the response objectives for hazardous materials incidents
 - b. Identify the potential action options (defensive, offensive, and nonintervention) available by response objective
 - c. Approve the level of personal protective equipment required for a given action option
 - d. Develop a plan of action, including safety considerations, consistent with the local emergency response plan and the organization's standard operating procedures and within the capability of available personnel, personal protective equipment, and control equipment
3. Implement a response to favorably change the outcome consistent with the local emergency response plan and the organization's standard operating procedures by completing the following tasks:
 - a. Implement an incident management system, including the specified procedures for notification and utilization of nonlocal resources (e.g., private, state, and federal government personnel)
 - b. Direct resources (private, governmental, and others) with expected task assignments and on-scene activities and provide management overview, technical review, and logistical support to private and governmental sector personnel
 - c. Provide a focal point for information transfer to media and local elected officials through the incident management system structure
4. Evaluate the progress of the planned response to ensure the response objectives are being met safely, effectively, and efficiently and adjust the plan of action accordingly by evaluating the effectiveness of the control functions
5. Terminate the incident by completing the following tasks:
 - a. Transfer command (control) when appropriate
 - b. Conduct an incident debriefing
 - c. Conduct a multi-agency critique
 - d. Report and document the hazardous materials incident and submit the report to the designated entity

Command Procedures are designed to:

- Fix the responsibility for Command on a certain individual through a standard identification system, depending on the arrival sequence of members, companies, and Command officers.
- Ensure that a strong, direct, and visible Command will be established from the onset of the incident.
- Establish an effective incident organization defining the activities and responsibilities assigned to the Incident Commander (IC) and the other individuals operating within the Incident Command System.
- Provide a system to process information to support incident management, planning, and decision-making.
- Provide a system for the orderly transfer of Command to subsequent arriving officers.
- Ensure a seamless transition from a Type 5/4 incident to a Type 3/2/1 (NIMS).

Roles and Responsibilities within the Incident Command System

Shift Commanders Phoenix (North and South Deputy), Glendale (West Deputy) and Mesa (East Deputy)

- Manage Battalions and supervise Battalion Chiefs.
- Occupy the position of Senior Advisor (Incident Advisor) on the Command Team (Incident

Advisory Team) during first and greater alarm incidents. Battalion Chiefs

- Manage companies and supervise company officers.
- Occupy the position of Incident Commander (IC) when appropriate.
- Occupy the position of Sector Officer when appropriate.
- Occupy the position of IC on the Command Team (Incident Advisory Team) during first and greater alarm incidents.

Company Officers (Captains)

- Occupy the position of IC when appropriate.
- Occupy the position of Sector Officer when appropriate.
- Manage task level activities and supervise firefighters.

Responsibilities of Command

The Incident Commander is responsible for the completion of the tactical objectives. **The Tactical Objectives (listed in order of priority) are:**

- A. Remove endangered occupants and treat the injured.
- B. Stabilize the incident and provide for life safety.
- C. Conserve property.

- D. Provide for the safety, accountability, and welfare of personnel. This priority is ongoing throughout the incident.

The Incident Command System is used to facilitate the completion of the Tactical Objectives. The Incident Commander is the person who drives the command system towards that end. The Incident Commander is responsible for building a Command structure that matches the organizational needs of the incident to achieve the completion of the Tactical Objectives for the incident. **The Functions of Command** define standard activities that are performed by the Incident Commander to achieve the Tactical Objectives.

Functions of Command

The Functions of Command include:

1. Assume and announce Command and establish an effective initial command position (Command Post).
2. Rapidly evaluate the situation (size up).
3. Initiate, maintain, and control effective incident communications.
4. Provide and manage a steady, adequate, and timely stream of appropriate resources.
5. Identify the incident strategy, develop an Incident Action Plan (IAP), and assign companies and personnel consistent with plans and standard operating procedures.
6. Develop an effective incident organization using Sectors/Divisions/Groups to decentralize and delegate geographic and functional responsibility.
7. Review, and revise (as needed) the strategy to keep the IAP current.
8. Provide for the continuity, transfer, and termination of Command.

The Incident Commander is responsible for all of these functions. As Command is transferred, so is the responsibility for these functions. The first six (6) functions must be addressed immediately from the initial assumption of Command.

Establishing Command

The first fire department member or unit to arrive at the scene of a multiple unit response shall assume command of the incident*. The initial Incident Commander shall remain in Command until Command is transferred or the incident is stabilized and Command is terminated.

- One or two company responses that are not going to escalate beyond the commitment of these companies do not require the first arriving unit or officer to assume Command. The first arriving unit or officer will, however remain responsible for any needed Command functions. Examples would include:
 - Single unit response Check Welfare
 - Check Hazard
 - Any EMS call requiring only one or two companies

The first arriving fire department unit initiates the command process by giving an initial radio report.

The standard **Initial Radio Report** includes:

- Clear alarm.
- Unit designation/on the scene.
- Building/area description.
- Obvious/problem conditions.
- Action taken.
- Declaration of Strategy.
- Any immediate safety concerns.
- Accountability started (announce the initial accountability location).
- Disposition of resources (hold/add/return)
- Command confirmation with name.
- Announce the status of IRIC/RIC.

Example:

For an offensive structure fire -

Clear alarm and when acknowledged "Engine 11 is on the scene of a large two story school with a working fire on the second floor. Engine 11 is laying a supply line and going in with a hand-line to the second floor for search and rescue. This is an offensive fire attack. Pump 11 will be North side accountability. Balance to a 1st Alarm, Engine 11 will be 7th Street Command."

For a defensive fire –

Clear alarm and when acknowledged "Engine 11 is on the scene of a medium size warehouse fully involved with exposures to the east. Engine 11 is laying a supply line and attacking the fire with a stang gun and a hand-line to the east exposure to check for extension. This is a defensive fire. Pump 11 will be North side accountability. Balance to a 1st Alarm, Engine 11 will be Buckeye Command.

For an E.M.S. incident -

"Ladder 11 is on the scene with a multi-vehicle accident. Give me the balance of a 2 and 1 medical with three ambulances. Ladder 11 will be Parkway Command."

Radio Designation

The radio designation "**COMMAND**" will be used along with the occupancy or address of the incident (i.e. "7th Street Command", "Metro Center Command"). This designation will not change throughout the duration of the incident. The designation of "Command" will remain with the officer currently in command of the incident throughout the event.

Command Options

The responsibility of the first arriving unit or member to assume Command of the incident presents several options, depending on the situation. If a Chief Officer, member, or unit without tactical capabilities (i.e. staff vehicle, no equipment, etc.) initiates Command; the establishment of a Command Post should be a top priority. At most incidents the initial Incident Commander will be the Company Officer. The following Command options define the Company Officer's direct involvement in tactical activities and the modes of Command that may be utilized.