

3.6.1.4 Activation Levels



YOUR ORGANIZATION
STANDARD OPERATING PROCEDURES/GUIDELINES

TITLE: Activation Levels

SECTION/TOPIC: Organizing for Disaster

NUMBER: 3.6.1.4

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 categories that define organizational mobilization requirements and actions depending on the nature of the emergency.

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 Categories that define Organizational Mobilization Requirements and Actions depending on the Nature of the Emergency:

The Adaptive Response Engine Company Program provides additional engine companies in the dispatch system. These companies should be considered for use as substitutes for companies which are out of service for extended periods of time due to training, maintenance, emergency incidents or other approved company activities. The purpose of this procedure is to provide move-up guidelines for adaptive response companies.

Move-Up Responsibility

The AHQ Chief (BC), along with the Alarm Room Supervisor and Lead Dispatchers are responsible for management of adaptive response move-ups. Together, they review the company activity calendar each morning. Special events, scheduled and unscheduled out-of-service activity and requests from field BC's and company officers must be considered. Company officers are responsible for prompt and efficient relocation to areas when assigned by alarm. Outlying areas which normally have increased response times (due to sparser coverage) shall be covered whenever possible.

Move-Up Criteria

Adaptive Response Company move-ups will be made for both scheduled and emergency activity that places engine companies out of service for extended periods of time. Move-ups should be considered for the following situations:

1. All working incidents that will keep a number of companies out-of-service for extended periods.
2. All working incidents that have high degree of likelihood of escalating to greater alarms.
3. Extended scheduled company activity which depletes coverage in outlying areas.

Move-Up Notification

Move-ups should be made as soon as Dispatch has knowledge that coverage will be necessary. Companies identified for scheduled move-up assignments should be notified in advance if possible to allow company officers and crews to plan accordingly. Unscheduled move-up notification will be made through the normal CAD entry move-up and Channel 1 notification, unless it is convenient to notify crews via landline. The direct ring down "99" telephone notification may also be used for move-ups. When a move-up requires a company to leave their city, the appropriate Shift Commander should be notified.

Responding to Assigned Move-up location

Company officers of Adaptive Response Companies will immediately collect their crewmembers and respond to the move-up location. Move-ups will normally be under a non-emergency Code 2 status. Dispatch, however, may order a Code 3 response under critical emergency conditions. Companies should respond to their move-up assignment in an "out of service" status, while monitoring Channel One and may respond to nearby calls at the discretion of the Company Officer.

Returning to First Due Areas

Companies which have had their areas covered by adaptive response units should return to their first due area and go in service promptly when their activity has concluded. Adaptive Response Units shall stay in their move-up location (in service) until assigned by alarm to return to their first due or another location. Adaptive Response Units should monitor Channel One while returning to their own first due in an “out of service” status and respond to calls in their proximity at the discretion of the company officer.