

The first North Zone Officer to arrive at the scene of a multiple agency response shall assume Incident Command and remain in command until relieved or until the incident is mitigated. A multiple agency response is defined as an incident requiring the use of 2 or more units and using a command and tactical radio channel.

COMMAND PROCEDURES:

The effective and efficient use of North Zone resources at incidents requires clear, decisive action on the part of an Incident Commander. The Incident Commander is responsible for the command function at all times. As the identity of the Incident Commander changes through transfers of command, this responsibility shifts with the title. The term Incident Commander in this procedure refers jointly to both the person and the function. Command procedures are designed to accomplish the following:

- Fix the responsibility for Incident Command on a certain individual through a standard identification system depending on the arrival sequence of resources.
- Insure that strong, direct, and visible command will be established as early as possible in the operation.
- Establish an effective framework outlining the activities and responsibilities assigned to the Incident Command function.
- Provide a system for the orderly transfer of Incident Command to subsequent arriving Officers.

RESPONSIBILITIES:

- Provide for life safety and reduce the threat to property and the environment.
- Provide for the safety, accountability, and welfare of North Zone personnel.
- Stabilize the incident.
- Conserve property before, during, and after fire control is achieved.
- A single company incident (trash fires, single patient EMS incidents) may only require that the Company or unit acknowledge their arrival on scene, versus established I.C.

INITIAL REPORT ON CONDITIONS SHOULD INCLUDE:

1. Unit identification at scene.
2. A brief description of the incident situation (fire conditions, accident conditions, release size, etc):
 - A. Nothing showing - (requires information in step 4).

- B. Fire or smoke showing (requires information in step 3). State observed conditions.
3. Incident description (occupancy, size, arrangement, construction, rate of spread, potential, and address if different from dispatch).
 4. State what actions are being taken. For example, investigating, laying a supply line, extending attack lines, etc.
 5. Resources needed (2nd alarm, strike team, special equipment, etc.)
 6. State location and what resources will handle the Fireground Accountability System and Rapid Intervention Crews (if applicable).

RADIO DESIGNATION:

Upon assuming command, radio channels will be changed to the command channel and tactical channels assigned by the dispatch center. The radio designation will be a brief description of the incident location, i.e. University I.C. (Incident Commander). This designation will be retained for the duration of the incident. Officers should avoid radio designations that are closely associated with a fire department name, i.e. "San Marcos I.C.", "Rancho Santa Fe I.C.", etc.

RESPONSE INFORMATION:

To facilitate assumption of the Incident Command function, all Officers responding to the incident will record the following information:

- Address of alarm
- Proper radio frequencies
- Responding units

At working incidents, the Incident Commander will use the ICS Form 201 to outline and record assignments and to assist in the transfer of command to other Officers.

All 1st alarm units will follow **Standard Company Operations (EOM Section 400)** and staging procedures to support the Incident Commander. Command procedures are designed to offer a practical framework for field operations and to effectively integrate the efforts of all fire personnel. The time involved in performing the basic functions at the beginning of a tactical operation should produce on-going timesavings in the form of a more effective/efficient rescue and fire control outcome. A first arriving Officer assuming Incident Command can quickly and efficiently perform these standard procedures if they are well known. This will facilitate an organized and orderly tactical operation and a more effective effort.

This is particularly important in more complex situations and when Incident Command must be transferred to higher-ranking Officers.

INCIDENT COMMAND SYSTEM ORGANIZATIONAL DEVELOPMENT:

The following examples are guides in using the basic Incident Command System for various size incidents.

- INITIAL RESPONSE 1 to 5 Single Resources
- REINFORCED RESPONSE 2nd Alarm
- MAJOR INCIDENT 3rd Alarm and Higher (Strike Team(s), in most cases)

INITIAL RESPONSE:

The first arriving Officer will assume the command function until arrival of a higher-ranking Officer. The Incident Commander will brief the higher-ranking Officer upon arrival. The higher-ranking Officer will assume command at their discretion. This transfer of command is to be announced. The new Incident Commander will reassign the Officer being relieved of command responsibilities.

REINFORCED RESPONSE:

A reinforced response will be initiated when the Incident Commander determines that the initial response resources will be insufficient to deal with the size or complexity of the incident. All functions of each position within the command structure will remain the responsibility of the Incident Commander until the position is filled by arriving staff support. Upon arrival of the next higher-ranking Officer, the outgoing Incident Commander will brief the new Incident Commander on current situation and resource status by using written documents, such as ICS Form 201 and will assume a role as designated by the new Incident Commander.

The new Incident Commander will order additional staff support as needed to complete the Incident Command System organizational structure.

MAJOR INCIDENT:

A major incident will be established when the Incident Commander determines that the reinforced response will not be sufficient to deal with the size or complexity of the incident. The Incident Commander will order additional staff support as needed to complete the organizational structure.