

This guideline establishes procedures for Department personnel assigned as crewmembers on apparatus that is part of a Strike Team or a Task Force. Strike Teams and Task Forces are requested when Incident Commanders have determined a need for additional resources at a variety of incident types. Personnel assigned to the Strike Teams must recognize the importance of their positions in the mitigation of the incident.

### **STRIKE TEAM COMPOSITION**

- Strike Team/Task Force Responses will be made up of units as determined by the Zone Coordinator (utilizing closest appropriate resource and considering designated draw down lists) and dispatched through the appropriate communications center.
- Deployed apparatus must be in a constant state of readiness, prepared to participate for up to fourteen (14) days on a variety of response types.
- Apparatus must respond in accordance with the response criteria as stated in EOM 403.00. The Communications Center must be notified if apparatus assigned to a Strike Team cannot meet the established Strike Team response criteria and a replacement unit may be dispatched. This shall be the case for both primary and cross-staffed apparatus.

### **STRIKE TEAM/TASK FORCE RESPONSIBILITIES**

- Ensure the safety and readiness of all personnel
- Report to rendezvous/staging area as directed
- Participate in Strike Team briefings
- Discuss tactical and safety considerations
- Maintain professional behavior and appearance as outlined in the North Zone Code of Conduct

### **PRE-INCIDENT CHECKLIST**

Prior to a deployment, each unit shall assemble all equipment, documents, and reference material required to participate in a Strike Team response.

- State and local maps
- Financial documents, purchase orders, credit cards
- Portable radio(s) with spare batteries
- Field Operations Guide (FOG) Manual
- NWCG Incident Response Pocket Guide
- ICS forms (Minimum of ICS 214, ICS 225, OES F-42)

- Strike Team Apparatus Inventory Record
- Strike Team identification cards and/or white shoe polish
- Appropriate stationary supplies
- Agency specific forms
- Personal items to support deployment for a minimum of five days (clothing, medications, tent, sleeping bag, etc.).

**STRIKE TEAM ASSEMBLY AND TRAVEL**

- A. All units must contact NorthComm on the assigned frequency
- B. Obtain the following response information from the Communications Center:
  - Resource designator number (strike team number)
  - Order and request number
  - Travel route and restrictions
  - Radio frequencies
  - Check-in location and time
  - Nature of the assignment (immediate or planned need)
  - Incident contact phone number
  - Rendezvous location
- C. Rendezvous with responding units and the Strike Team Leader (STEN)
  - Complete Strike Team Apparatus Inventory Records and signed Code of Conduct forms
  - Discuss deployment information
  - Discuss travel and communications plan
  - Ensure apparatus and personnel are ready for response including all personal protective equipment
  - Discuss the expectations of personnel assigned to the Strike Team
  - Begin ICS 214 (unit log)

**IMMEDIATE NEED**

If resources are sent as immediate need within the North Zone, units will report to Incident Staging and may be assigned before the arrival of the STEN. In these instances it will be necessary for the Strike Team Leader to contact the strike team units already assigned as soon as possible during the operational period. Coordination of resources while assuring unity of command should be a priority. For responses outside the North Zone, but within the County of San Diego, the STEN will determine whether units will rendezvous or report to Incident Staging and assure that units involved are advised. The determination to rendezvous prior to responding shall be based on several factors:

- Needs of incident
- Location of incident
- Responding unit location

All Strike Team deployments for out of County assignments will rendezvous at pre-designated locations.

### **INCIDENT ARRIVAL AND CHECK-IN**

A strike team may check in at any of the following locations:

- Staging
- Division/Group Supervisor
- Base
- Camp
- Helispot
- Incident Command Post (Resources Unit)

### **ASSIGNMENT AT INCIDENT**

#### A. Assigned

When assigned, report to your designated Division/Group supervisor at the specified time.

- Briefings
  - The STEN will attend required Incident Briefings and will share that information at Strike Team briefings.
- Communication

- Communicate, at a minimum, the following information with crews: incident objectives, assignment, safety information and hazards, communication plan, travel plan, weather forecast, expected fire behavior.
- Communicate the following with the STEN: position, progress, needs, hazards, field observations, coordination with adjacent resources
- Work Progress
  - Obtain progress reports from each apparatus at regular intervals (position, progress & needs). Determine the need for firefighter rehabilitation.
- Documentation
  - Complete an ICS 214 for each operational period. Turn in the original ICS 214 forms to the STEN and retain a copy for your records.

**B. Available**

When in available status, crews must stay assembled and be ready to respond within three minutes.

**C. Out of Service**

Strike Teams can be out of service due to mechanical breakdown or during rest periods. While off shift, the strike team is still subject to recall and shall remain together. The STEN will provide the Strike Team's planned location and contact information to the Resource Unit and the Office of Emergency Services (OES) representative. All Strike Team personnel who are off shift remain on duty and are subject to their Department's rules and regulations as well as the North Zone Strike Team Code of Conduct.

When going off shift:

- Ensure apparatus is response ready. Water tanks should be filled and necessary fuel obtained. Fuel shall be obtained through the incident when available. If vehicles are fueled using Department credit cards, retain receipts and contact the Finance Section as soon as possible.
- Obtain necessary repairs through Ground Support. Repairs that are not a result of incident activity are the responsibility of each agency.
- Obtain medical attention for personnel as needed through the Medical Unit. Complete necessary incident claim forms.
- Obtain necessary supplies through the supply unit.

### **PERSONNEL REPLACEMENT**

Personnel responding with a Strike Team, in or out of County, should be prepared to work at least five days without relief. Personnel may be assigned for up to fourteen days without relief.

- Apparatus should not be replaced unless it is mechanically necessary. In all cases the Strike Team Leader is to coordinate this process with the incident, OES, and Department prior to replacing apparatus.
- The replacement of engine personnel is the responsibility of the Department and will be coordinated by the STEN through the North Zone Coordinator with notification to the OES or Agency Representative if available.

### **DEMOBILIZATION.**

Upon notification of pending demobilization, the STEN will report to the Demobilization Unit and complete the ICS 221 form.

- Return loaned equipment to the Supply Unit and obtain replacements for damaged or consumed equipment and supplies.
- Return loaned portable radios to the Communications Unit.
- Ensure all Strike Team apparatus complete a mechanical inspection by Ground Support. Ensure repairs are made as necessary.
- Turn in all documents (ICS 213, ICS 214, ICS 225, etc.) completed during the incident to the Documentation Unit. Retain a copy of all documents for your records.
- Turn in time records (F-42, FC-33) to the Time Unit or the OES representative. Provide a reasonable estimated time of arrival back to the North Zone.