

INCIDENT COMMAND SYSTEM

Purpose:

Command guidelines are designed to offer a practical framework for emergency operations and to effectively integrate the effort of all personnel. This will facilitate an organized and orderly tactical operation and a more effective effort.

Guidelines:

- A. The first unit arriving on the scene shall establish command until relieved by a higher-ranking officer, and shall transmit a brief initial radio report. Example: “Boone Center, Engine 703 on scene two story single family dwelling, nothing showing, 703 establishing Inez Court Command”.
- B. As higher-ranking officers arrive on the scene, they assume command at their discretion.
- C. PSCC should advise all companies operating at an incident of the unit in command.
- D. Command – The unit in command is responsible for the following task:
 - 1. Assume an effective, visible command position.
 - 2. Rapidly evaluate the situation (size-up).
 - 3. Develop a plan for dealing with the incident.
 - 4. Assign units as required.
 - 5. Provide ongoing reports to PSCC.
 - 6. Review and evaluate efforts, and revise the incident plan as needed.
 - 7. Request and assign additional units as necessary.
 - 8. Return companies to service.
- E. Radio Channels – Upon arriving at working incidents involving multiple units, Command will assign a tactical channel that all companies should switch to. Single unit operations and all traffic between Incident Command and PSCC will remain on Channel 1.
- F. In order to facilitate the management of an incident, the Incident Commander may assign personnel to the following positions:
 - 1. Operations – The operations officer is responsible for directing the incident, and reports directly to the Incident Commander. The operations officer will operate on the tactical channel, and his/her designation will be “Operations”.
 - 2. Support – The Support Officer is responsible for all those activities or functions (other than tactical operations) necessary to assist the Incident Commander in managing the incident. If necessary and staffing permits, the support officer may assign personnel to perform specific support functions. Public information and supply

are two such functions. Personnel assigned to these positions will assume the function as their radio designation (PIO, Supply, etc.) and report directly to the Support Officer. The Support Officer radio designation will be "Support". The Support Officer will report directly to the Incident Commander.

3. Safety – The Safety Officer is responsible for monitoring incident operations from a safety standpoint. He/she will report directly to the Incident Commander. However, in the event of an emergency, the Safety Officer has the authority to stop any activity deemed hazardous to personnel without consulting the Incident Commander. In the event this occurs, the Safety Officer will immediately notify the Incident Commander of the situation so that he/she can take the appropriate actions. The Safety Officer's radio designation will be "Safety".
- G. Sectoring – Based on the nature or scope of an emergency, it may be desirable to divide an incident into more manageable parts, or sectors. Sectors may be assigned either to specific operating areas (Roof Sector, Interior Sector, Side 3, etc). Sector officers are responsible for the following:
1. Monitoring work progress.
 2. Directing activities as required.
 3. Coordinating with related activities and/or sectors.
 4. Monitoring the welfare of sector personnel.
- Sector officers will report directly to the Operations Officer. Sector Officers will operate on the tactical channel and will be identified by the sector designation.
- H. Companies – Companies are responsible for performing specific tasks as assigned. Companies assigned to sectors will report directly to their sector officer. They shall maintain their company designation.
Example: "703 to the Interior Sector, we have the fire under control".
- I. All personnel shall endeavor to make all communications face-to-face whenever possible, in order to keep radio channels as clear as possible.