

Interdivisional Request Guideline



MABAS DIVISION 5 STANDARD OPERATING GUIDELINE

TITLE: Interdivisional Request Guidelines

SECTION/TOPIC: Operations

NUMBER: Initial

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REVISED DATE:

1.0 POLICY REFERENCE

MABAS-IL

Communications – DEVELOPMENT AND USE OF INTERDIVISIONAL BOX ALARM CARDS (Index #B-02-02)

2.0 PURPOSE

In order to facilitate a coordinated response from Division 5 to an Interdivisional request, this SOG is intended to provide all Division 5 departments and communication centers the structure needed to ensure that Division 5 is capable of meeting the needs of the request while ensuring that sufficient resources remain within the Division to respond to a potential incident.

3.0 SCOPE

This guideline shall apply to all interdivisional box alarm requests to and from MABAS Division 5.

4.0 DEFINITIONS

Interdivisional Box Alarm – Interdivisional Box Alarms are an extension of a fire department's box alarm system for use at major incidents when all alarm levels on the box alarm card have been requested and additional manpower and/or equipment resources are needed. This type of response is requested from division to division and is generally used when speed of response is important and the event will usually be of a shorter duration (less than 12 hours). This may also be used for major incidents prior to activation of state resources when adjacent resources are needed immediately while state response assets are being mustered.

5.0 Procedure

SEECOM will have the primary responsibilities for Division 5 Communications for all Interdivisional Box Alarm requests.

In the event that SEECOM is unable to fulfill their primary responsibilities then it shall be the responsibility of the McHenry County Sheriff's Office to fulfill those responsibilities as the MABAS Division 5 Backup Communications Center.

When SEECOM receives a request for outbound Interdivisional Mutual Aid from a stricken MABAS Division, SEECOM must copy the type(s) and quantities of resources requested, as well as the department requesting aid and the staging area. SEECOM should immediately determine whether or not their Division has appropriate Interdivisional Box Alarm Cards to match the type of response or units requested. If a requested Interdivisional / Strike Team Box Card does not exist, SEECOM should immediately decline the request. If a card exists for the type of units or response requested, then the following dispatch procedure should be followed:

Due to the potential of high levels of IFERN radio broadcasts, SEECOM shall notify each responding department's Communication Center by telephone with the box alarm information and which fire agency's unit(s) are due.

On an Interdivisional request of (2) or less units, the units will report directly to the assigned staging area of the incident.

On an Interdivisional request of (3) or more units, the units will report directly to a staging area as determined by the responding MABAS Division 5 Chief.

All Communication Centers shall follow their local dispatching protocols for notifications to their departments.

All MABAS Division 5 departments shall notify their Communication Centers if they are or are not able to respond to the request within (15) minutes of being notified.

Each Communications Center will notify SEECOM of each department's unit(s) availability. At this time, the responding Chief should have provided a staging location for MABAS Division 5 departments; SEECOM will relay the staging location to each Communication Center for dissemination.

In the event that a department due as a primary response unit is not available, SEECOM will fill in from the second level of the Interdivisional Box Alarm card.

The MABAS Division 5 Chief will be responsible for communicating with SEECOM when the units have departed the Division.

SEECOM will then contact the MABAS Division requesting aid via telephone and advise that all requested units are responding and provide the names of the departments and unit types.

SEECOM shall track and record each unit responding until they have returned from the incident. The MABAS Division 5 Chief will be responsible for notifying SEECOM when they have returned.