

POLSON City/Rural FIRE DEPARTMENT Operating Guidelines

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310.00 Radio Communications

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310.00 – Purpose:

The Polson Fire Department utilizes both two-way communications and pagers to alert personnel for fire department activities. The purpose of the guideline is to promote effective communications among emergency personnel. Proper communications will promote efficient operations and ensure firefighter safety when performing under emergency operations. Mobile radios will be kept on Lake County Fire and Portable radios will be kept on channel 2 while enroute to the incident. Once on scene if command has been established the unit will check in with dispatch and command and will be advised at that time what channel will be the work channel from command.

If command has not been established then the first arriving unit will set command and advise incoming units what channel will be used for working the incident.

310.01 – Alerting Acknowledgement:

The fire department will be alerted by Lake County (429) or may be alerted from another location. An officer of the fire department who will respond to the emergency or function that alerting is needed for will do the alerting acknowledgement. The personnel acknowledging should only acknowledge if you are planning to respond. This will eliminate extending response times because crews are waiting for you.

Example: Polson Fire #00 Copy

This designation will allow any further information being transmitted to fire department to be relayed to on person. When more information is relayed from the alerting agency one person will acknowledge that information. The person that is answering should only do this if they are enroute to the call.

Example: 429 to Polson Fire #00
Polson Fire #00 - 429 - Go Ahead (429 should then give a message)

310.02 – Calling Enroute:

When calling enroute the piece of apparatus will call enroute and the officer or senior firefighter will assume command of that particular apparatus. When this is done the command officer will then become designee for future transmissions not the person who acknowledged the call.

Example: 429 - Polson Fire 3-1-2 enroute to a reported structure fire at 100 Main St. with 5 firefighters.
 429 to Polson Fire 3-1-2 –
 3-1-2 - Go Ahead (429 should then give a message)

If a chief officer calls enroute the chief officer should become the designee for radio transmissions. Additional information should be communicated to other units that are responding to the incident. The officer in charge of the incident will determine the frequency used for this transmission.

310.03 Arriving at an Incident:

When arriving on an incident the incident commander will give a brief arrival report. The report will consist of a brief description of what the officer sees upon arrival. Upon this size-up the officer will determine the remainder of the response.

Example: 429 – 3-1-2 Arriving at 100 Main Street – I have a two story building with fire showing from the second floor. 3-1-2 will be assuming XYZ Command.

(This description should relay that the response of the fire department would be in an emergency mode)

429 – 3-1-2 Arriving at 100 Main Street – I have nothing showing and have the remaining units respond with caution at a reduced rate. 3-1-2 will be assuming XYZ Command.

By providing information upon arrival it will allow for a more organized and proficient tactics to resolve the emergency.

310.04 Operating at an Incident:

When operating at incidents the fire department will utilize other channels, as soon it is possible. Another channel will allow the fire department to conduct operations to successfully resolve the incident. It will also free up Lake County Fire channel for the other fire departments in the county to be used. When Mutual Aid is received the Red Channel will be used to integrate communications and operations.

The incident commander will periodically give updated reports to Lake County Communications for documentation on the run report.

310.05 Placing Units In-service:

When units are being placed in-service upon completion of the incident one unit will place the units in-service (incident commander). There will be times when incidents require multiple units and be of long duration. These incidents will often release units one at a time when this is done the unit that is placed in-service will do so when leaving the incident. When the last unit is to leave the incident that unit will place all remaining units in-service.

Example: 429 – 3-1-2 – Place all Polson Units in-service returning.
 429 – XYZ Command place the following unit(s) in-service.

310.06 Arrival Report:

Radio Communications

Calling Enroute:

**4-2-9 – Polson Fire TRUCK NUMBER (3-1-2)
is enroute to INCIDENT and LOCATION
with NUMBER OF FIREFIGHTERS**

Arriving at Incident:

**4-2-9 – Polson Fire TRUCK NUMBER (3-1-2)
is arriving at LOCATION.**

**Give a Brief Description: (FIRE, CRASH,
RESCUE):**

**SIZE OF THE BUILDING
NUMBER OF FLOORS
KIND OF BUILDING**

OBVIOUS CONDITIONS:

**NOTHING SHOWING
SMOKE SHOWING (FROM WHERE)
FLAMES SHOWING (FROM WHERE)
FULLY INVOLVED**

DESCRIBE EXPOSURES

**A SIDE = STREET
B SIDE = LEFT SIDE
C SIDE = REAR OF BUILDING
D SIDE = RIGHT SIDE**

DECLARE ACTION

**ESTABLISH COMMAND
(MAPLE STREET COMMAND)**

**ADVISE OTHER UNITS ON WHAT YOU
WANT.**

REQUEST ADDITIONAL RESOURCES

**GIVE COMMUNICATIONS REGULAR
UPDATES.**

310.07 The alerting page for all members:

All members will listen to the alert page that is transmitted either by the pager or the portable radio. Once the call has been acknowledged by either the Duty officer, Asst Chief or Chief, the member will respond to the call by going to the station.

- All members will listen to the call and if the call only requires a response in the City limits, such as an alarm, they will continue to listen to the call until Command staff arrives on scene and gives an arrival report. Once Command advises no other response is necessary, those members wishing to receive credit for the incident will call Station 1 on the phone or when radio traffic permits on channel 2 and advise the desk person or Command Staff that they were responding to the call.

310.08 The dispatch of Polson Fire Department:

It is requested that the Polson Fire Department be dispatched in the following manner to avoid any confusion. The dispatcher receiving the call of:

- **Haz-Mat calls:** On any call where there is a report of a leak or spillage of hazardous fluids, the fire department **must** be dispatched.
- **Fire:** Dispatch Polson Ambulance at the same time as the Fire Department is dispatched. **Note:** Any mention of fire is considered as one of the following: a structure, vehicle or wildland fire call. A chimney fire is also considered a structure fire.
- **Accidents:** On the report of a vehicle accident both EMS and Fire dispatched at the same time. **Exceptions:** When law enforcement arrives on scene and advises all of the following: No fire, no blockage, no spillage, and no entrapment. Also, if a fire department officer or firemen arrives on scene and gives a size up stating fire department is not needed.
- **Alarms:** Residential or commercial alarms will be considered a structure fire until a call has been received by the alarm company, or when law enforcement or fire department personnel arrive on scene and verify the nature of the alarm.
- **Calls for Assistance from Law enforcement or Ambulance service:** Inquire what type of assistance is needed.
- **Heavy Equipment (Logging, Construction, etc.) Crash or Fall:** The fire department should be dispatched before any other service, because fire apparatus carries unique types of rescue equipment for these types of incidents.
- **Water/Boat emergency calls:** Dispatch both Lake County Search and Rescue along with Fire Department.
- **Ice Rescue:** Dispatch both EMS and Fire Dept. at the same time.

If there is any question, please contact the duty officer or Asst Chief or Chief by radio and inquire.