EMERGENCY RESPONSE AND RADIO PROCEDURES

PURPOSE

The purpose of this section is to set basic guidelines for emergency vehicle response and communications.

EMERGENCY VEHICLE RESPONSE

GENERAL GUIDELINES

1. Responding crews should call for additional units as needed to satisfy equipment or manpower needs.

2. If good judgment indicates that additional resources will most likely be needed, the calling unit need not wait until they arrive on scene to request additional units.

3. Regardless of the response code being run, all drivers are admonished to practice safe driving techniques.

PERSONNEL AND COMPANY IDENTIFIERS

GENERAL

Red Oak Fire Rescue will utilize the personnel and company numbering system adopted by the Fire Department Staff.

RADIO IDENTIFIERS BY FUNCTION

CHIEF OFFICER IDENTIFIERS

Chief	1801	Chief-181
Deputy Chief	1802	Chief-182

INDIVIDUAL CREW MEMBER IDENTIFIERS

The crew members will be identified with letters A through D beginning with the officer seat and rotating clockwise.
EXAMPLE: Quint 181A = Designates the officer of Quint 181

Quint 181B = Designates the FF position behind the officer on Quint 181

Firefighters also have personal ID #'s in the 1800's.

TERMINOLOGY

GENERAL

Red Oak Fire Rescue will utilize the radio terminology adopted by the Fire Department Staff.

PLAIN ENGLISH/CLEAR TEXT (NO SCREAMING STAY CALM)

Radio codes and signal codes will not be utilized. "Plain English" or "Clear Text" terminology will be utilized.

MILITARY/MEDICAL TIME

The military or medical 24 hour time system will be utilized in Red Oak Fire Rescue Communications.

EXAMPLES of time communication:

0700 = 7:00 A.M.
1500 = 3:00 P.M.
0000 = Midnight
1200 = Noon

RADIO TERMINOLOGY

The use of standard words and phrases contribute significantly to the conservation of airtime. They are short, easily understood, and convey concise meaningful information. Use the words and phrases as stated. Do not abbreviate or ad-lib, and when communicating with outside agencies use the standard phraseology, when applicable.

TERMS AND DEFINITIONS

TERM	MEANING
COMMAND	Assign to person in charge at any incident.
REPEAT YOUR MESSAGE	Used when radio message is broken or garbled.
LOUD & CLEAR	Used to acknowledge clear radio transmission during daily radio check.
STANDBY	Used when necessary for radio caller to stop and wait.
RECEIVED	Used to acknowledge or Clear (I understand).
NEGATIVE	Used to signal "NO".
OUT OF SERVICE	Used to report status. Unable to respond to an emergency call.

FILL-IN	Used when a unit is relocating to cover an empty station
AVAILABLE	Used to report status. Able to respond to an emergency call.
STAGED AT_____	Unit is standing by at a designated location.
PUBLIC SERVICE_____ AT #_____	Use to inform unit of need to telephone. Give name and telephone #.
EN ROUTE TO: "NAME"	Used to inform and confirm Address/Building response to the correct building name and /or address.
"WORKING FIRE"	Indicates a situation which will require the commitment of all responding companies.
"BENCH MARKS"	Broadcast by Command only.
"Evacuate Building"	The announcement of a change to a defensive mode will be made as "Emergency Traffic" and the benchmark will be transmitted and noted within the dispatch record.
Terminating Incident/Terminating Command	Used by the last unit to leave an incident. It signifies to ARP and other companies, there are no units remaining on scene and shall be noted within the dispatch record.

ALL CLEAR	Benchmark declaring completion of the Primary Search.
AVAILABLE	Term used to clear apparatus from an incident
BRUSH	A light, mobile vehicle, having limited pumping and water capacity – used for off-road operations.
CLEAR TEXT	The use of plain English in radio transmission. No "ten codes" or agency specific codes or term uses when Clear Text.
CODE 1	Response with no lights or siren.
CODE 3	Response using lights and sirens.
CODE BLUE	Police needed immediately. HOSTAGE SITUATION
COLD ZONE	Area where the Command Post (CP) and support functions that are necessary to control the incident are located. This is also refereed to as the Clean Zone.
COMMAND POST (CP)	That location at which primary command functions are executed. The Command Post is usually located with the Incident Base.
COMMANDER (BY FUNCTION)	Supervises and coordinates the resources assigned to staging area, resource area, rehab area, etc.
COMPLETE – PRIMARY – SEARCH	First search during a working fire. This is during the initial attack.
COMPLETE – SECONDARY – SEARCH	2ndSearch that is done after the fire is under control.
DISPATCH	A facility from which resources are directly assigned to an incident.
DISREGARD	Order given to incoming equipment at means that they may return to a non-emergency status.
D.O.S.	Deceased on scene.

EMERGENCY TRAFFIC	This statement is made when everyone needs to clear the channel for a communication that is of the utmost importance. When this is heard you must hold all radio traffic until the emergency is resolved.
ENGINE	A ground vehicle providing specified levels of pumping,, water, hose capacity, and personnel.

ESTIMATED TIME OF ARRIVAL (ETA)	Estimated time of arrival per unit or agency.
HAZARDOUS LOCATION	A person on the scene has some form of communicable disease and/or domestic violence and/or weapons on scene, etc.
HAZARD ZONE	The area of maximum hazard. For a structure fire, the hazard zone is the structure itself, the collapse perimeter, and any area exposed to the fire or products of combustion. Access to the hazard zone shall be restricted to essential personnel who are wearing equipment suitable for the hazards, which may be encountered. Company integrity is required within the hazard zone.
HAZ-MAT	Hazardous material
HOT ZONE	Area immediately surrounding a dangerous goods incident, which extends far enough to prevent adverse effect from released dangerous goods to personnel outside the zone. This zone is also referred to as exclusion zone or restricted zone.
INCIDENT COMMANDER (IC)	The individual responsible for the management of all incident operations.
LAY A LINE	Pull hose off of the apparatus, usually refers to establishing a water supply line from a fire hydrant to the attacking company.
J.P.	JUSTICE OF PEACE
Ambulance	A ground vehicle providing patient transport capability, specified equipment capability, and personnel (basic life support ambulance or advanced life support ambulance, etc.)
MEDICAL CONTROL	Organization that provides medical control for advanced life support care.
MUTUAL AID	Established plan of assistance with surrounding departments.
MVA	Motor vehicle accident.
OFFENSE TO DEFENSE	All personnel must be informed of the change in strategic Operating Mode and evacuated form the interior before the application of exterior fire streams.
ON SCENE	Used to check out on the location of an incident.

(OUT –OF- SERVICE) RESOURCES	Resources assigned to an incident but unable to respond for mechanical, rest, or personnel reasons.
PERSONNEL ACCOUNTABILITY REPORT (PAR)	Benchmark requiring a Roll Call of personnel operating in the Hazard Zone.
QUICK ATTACK	To make an initial attack on a fire with existing resources.
QUINT or Ladder	A ground vehicle providing an aerial ladder 55 foot or greater, a main fire pump, supply hose, ground ladders, and water. Quint companies may function as either a Ladder Company or an Engine Company. .
REDUCE CODE AND CONTINUE	Continue on code 1 to the incident.
RESCUE	A ground vehicle providing specified rescue equipment, capability and personnel.

REHABILITATION (REHAB)	That function and location that includes medical evaluation and treatment, food and fluid replenishment, and relief from extreme climatic conditions for emergency personnel. Rehab operators are established according to the circumstances of the incident.
RIT TEAM	Two in, two out. Two man team sole responsibility for rescue of firefighter personnel accountable to Incident Commander.
SAFETY OFFICER	Member of the Command Staff responsible for monitoring and assessing safety hazards, unsafe situations, and developing measures for ensuring personnel safety.
SECTOR	That organizational level having functional responsibility for primary segments of incident operations such as Geographical Area, Operations, Logistics, and Finance/Administration. The Section level is organizationally between Branch and Incident Commander.
SIZEUP	Brief description of an incident, given when a fire apparatus first arrives on a scene.
SPECIALTY TEAM	A grouping of resources with either an exterior geographic or functional assignment.
STAGING	Used for large, complex, or lengthy operations. Additional resources are staged together in a specific location under a Staging Officer.
STAGING AREA	That location where individual personnel and equipment are assigned on an immediately available basis.

UNAVAILABLE	Apparatus that is already on assignment or out of service.
UNDER CONTROL	Signals the forward progress of the fire has been stopped and incident has been stabilized.
VENTILATE	To open a structure in such a way that heat and smoke can be removed.
WARM ZONE	Area where personnel and equipment decontamination and hot zone support take place. It includes control points for the access corridor and thus assists in reducing the spread of contamination. Also referred to as the decontamination, contamination reduction, or limited access zone.

EXAMPLES OF TERMINOLOGY USE

1. **ENROUTE - This** term denotes that a piece of apparatus is going to a certain location on a Fire or Med response.

   Ex: Dispatch from Quint 181 we are ENROUTE to 125 Main Street

2. **ON SCENE** - Term used to check out on the location of an incident or hospital. This is a part of our standard checkout sequence. (Address, hydrant, location)

   On Scene sequence goes like this:
   1.   Apparatus I.D. (apparatus then number, Ex. Eng 181)
   2.   On Scene
   3.   Address
   4.   Description
   5.   Conditions

6.   Action taking if applicable

Ex: Dispatch from Quint 181 we are ON Scene with nothing showing. Quint 181 will be in investigation mode. (Fire call)

Ex: Dispatch from Engine 182 we are On Scene - We have two cars involved with moderate damage (traffic accident).

4.   **AVAILABLE** - Term used to clear apparatus from an incident.
      AVAILABLE sequence:
      1.   Apparatus I.D.
      2.   AVAILABLE
      3.   From what location
      Ex: Dispatch from Engine 182- AVAILABLE from 885 Ovilla Rd.

5.   **EMERGENCY TRAFFIC** - whoever broadcasts this message, owns the air.

      Emergency Traffic sequence:
      1.   I.D. (Apparatus, Command, Person)
      2.   Emergency traffic
      3.   State message

      ALL UNITS HOLD MESSAGES FOR EMERGENCY BROADCAST

6.   **ALL CLEAR** - Term used at the end of the primary search. All clear is broadcast to all units. Primary search determines that there are no victims and a safe attack can be made.

      Ex: Command from Division 1 - All clear on primary search
      Ex: Dispatch from Command: All clear on primary search

7.   ICS setup dictates that LOCATION is COMMAND.

      Ex: Bluebird COMMAND

      Always set up command and terminate command. Command is passed face-to-face in most instances.

8.   **OUT OF SERVICE** - This term denotes when a piece of apparatus goes out of service for a reason.

      Out of Service sequence goes like this:
      1.   Apparatus I.D.
      2.   Out of service
      3.   Reason - mechanical, manpower, water
      EX: Eng 183 – OUT OF SERVICE – for Maintenance