



**Jefferson County Fire and EMS
Command
Page 1 of 2**

OG: 16-015

Date: 12/2016

Revised: 05/2017

Purpose

This Operating Guideline can be employed in establishing command. It establishes procedures for the implementation of all components of the Incident Management System (IMS) for Incident operation.

RESPONSIBILITIES OF COMMAND

The Incident Commander is responsible for implementing the Incident Action Plan (IAP).

Components of the IAP shall include but not limited to.

- Provide for the safety, accountability, and welfare of personnel. This priority is ongoing throughout the incident.
- Remove endangered occupants and treat the injured.
- Stabilize the incident and provide for life safety.
- Conserve property
- Assign personnel as needed. (See Radio Designation)

FUNCTIONS OF COMMAND

The functions of Command include:

- Assume and announce Command and establish an effective operating position (Command Post).
- Rapidly evaluate the situation (Size up).
- Initiate, maintain, and control the communications process.
- Review, evaluate and revise the IAP (as needed).
- Provide for the continuity, transfer and termination of Command.

ESTABLISHING COMMAND

The first unit or officer to arrive at the scene shall give an on scene report, to include but not limited to.

- Unit Designation arriving on the scene. (Utilizing plain language and not 10 codes.)
- A brief description of the incident situation, (i.e., building size, occupancy, multiple vehicle accident, etc.)
- Obvious conditions, (working fire, multiple patients, etc.)
- Brief descriptions of actions to be taken
- Announce if formally establishing or passing command to the next arriving officer.
- A specific identifiable command (i.e., Border Road Command, Washington Street Command, etc.) shall be used for communications between Command and the ECC.
- The term "Command" shall be used for communications between Command and other units.
- Prior to being assigned a role in the incident your radio designation follows Unit ID. (Example — Lieutenant 4-2 is Engine 4 Officer, not Lieutenant 4-2.)



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Page 2 of 2**

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- After being assigned a role in the IMS, (Division, Sector, Safety, Medical, etc.) You shall identify yourself as such until relieved of that role. (Example — Washington Street Command to Engine 4 Officer, you are designated as Division I.) Engine 4 Officer would then confirm, (Engine 4 Officer is designated Division 1)

The Incident Commander has the overall responsibility for managing an incident. Simply stated, the Incident Commander has complete authority and responsibility for the Incident.

IF A HIGHER RANKING OFFICER WANTS TO AFFECT A CHANGE IN THE MANAGEMENT OF AN INCIDENT, THEY MUST FIRST BE ON THE SCENE OF THE INCIDENT, AND THEN UTILIZE THE TRANSFER OF COMMAND PROCEDURE.

X 
Chairman of the Chiefs Committee

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