

<b>Osage Township Fire Department Standard Operating Guidelines</b>	<b>Revised Date: N/A</b>	<b>Effective Date: 2/01/06</b>
<b>Incident Command</b>	<b>Page 1 of 2</b>	

**PURPOSE:**

The purpose of this standard operating guideline is to define the roles and responsibilities of the Incident Commander, as well as, provide procedures for establishing and transferring command.

**COMMENTARY:**

An effective Incident Command is needed in order to maintain order and assure safety at the scene of an emergency.

**PROCEDURES:**

Establishing Command:

The first officer on scene shall communicate over the county fire frequency that he/she has established command at the scene and name their command. All radio traffic to dispatch will go through Command.

Transferring Command:

Command may be transferred from the initial Incident Commander to a later arriving senior officer, or when in a mutual aid situation, to the officer having jurisdiction. Transfer of command shall take place on a face-to-face basis to facilitate effective communication and feedback.

If command has been established by a firefighter, command shall be transferred to the first arriving officer. The arriving officer may choose to allow the established Incident Commander to continue in command. Transfer of command to higher-ranking officers is also discretionary. When a higher ranking officer allows a lower ranking officer to retain command, this does not remove the responsibility for the incident from the higher ranking officer, except in the case of mutual aid.

Transfer of command shall include communication of the following information:

What the status of the current situation is.

Resources committed to the incident and responding, as well as the present incident organizational structure.

What the out going Incident Commanders assessment of the current effect of tactical operations is.

Following transfer of command, the new Incident Commander may return the outgoing Incident Commander to his/her department or specify an assignment to a subordinate management position within the incident command organizational structure.

Where the incident is involving other mutual aid departments, the Incident Commander may establish a unified command.

Command Post:

Establish command post in a safe and tactical area.

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Incident Commander Responsibilities:

The Incident Commander is responsible for developing the appropriate strategies and tactics along with a safety plan. A Safety Officer may be appointed if necessary.

Assure Proper Communication procedures are followed, and appoint a communications officer if needed.

Meet regularly with officers to confer.