

Marinette County – MABAS Division 144 Basic Incident Command

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Section 1: Scope

Marinette County MABAS Division 144 Fire Service Mutual Aid will function under identified key concepts of the Incident Command System (ICS). Additional emergency plans may be integrated in to the ICS structure for specific incident types including High-Rise, Hazardous Materials, Multiple Casualty-Medical, and/or Wildland. While procedures and assignments may vary slightly by need, this "Basic Plan" is designed to serve as the basis for ICS organization resource management.

The effective functioning of mutual aid units and personnel at emergency incidents requires clear decisive action on the part of an Incident Commander. The required system to manage mutual aid resources and provide for the safety and welfare of fire fighting personnel is to operate within the Incident Command System as adopted by MABAS Division 144. This procedure identifies the standard operating procedures to be employed in establishing command functions for mutual aid incidents.

Section 2: Terms and Definitions

1. ICS: Incident Command System
2. Incident Action Plan: An oral or written plan containing general objectives reflecting the overall strategy for managing an incident. It may include the identification of operational resources and assignments. It may also include attachments that provide direction and important information for management of the incident during one or more operational periods.
3. Hazardous Zone: Any area that requires an SCBA, charged hose line, and special protective clothing; or in which a firefighter is at risk of becoming lost, trapped, or injured by the environment or structure.

Section 3: Basic Plan

1. The incident commander will ensure adequate and coordinated efforts to minimize loss of life and property through efficient utilization of fire and other resources in event of an incident.
2. The incident commander will provide the organizational framework necessary to effectively manage mutual aid resources under a single Incident Action Plan.
3. The Basic Plan provides a Division 144 wide approach to a mutual aid incident. The premise of the plan is that:
 - i. Few, if any, fire departments have the resources to properly respond to a significant incident

- ii. Command of large incidents should emphasize the basic tenants of the Incident Command System.
- 4. The “BASIC PLAN” will be enacted when the IC requests a box alarm or greater mutual aid alarm.

Section 4: Minimum ICS functions and responsibilities

- 1. Functions carried out (not necessarily filled):
 - a) IC (must be filled)
 - b) Safety Officer (must be filled)
 - c) Operations Section Chief
 - d) Staging Area Manager (must be filled)
 - e) Logistics Section Chief
 - f) Rehab Unit (must be filled)
 - g) Planning Section Chief
- 2. Development of a written or verbal incident action plan.
 - a) Incident objectives established
 - b) Organization developed to achieve incident objectives.

Section 5: Personnel Accountability

- 1. Personnel accountability is a required element of the Incident Command System. The Passport Accountability System is the adopted method for accountability.
- 2. Members Operating in Hazardous Zone
 - a) Members operating in hazardous zones at emergency incidents shall operate as a company. Team members are to be in close proximity to each other to provide assistance in case of emergency.
 - b) Members arriving as a company should not be split into separate groups.
 - c) Rapid Intervention Team(s), in a ready state, shall be immediately available to react and respond to rescue injured and trapped firefighters or civilians.
 - d) The Red Passport Card shall be used for Hazard Zone accountability.

Section 6: Rehabilitation

1. The Incident Commander shall consider the circumstance of each incident and make suitable provisions for the rest and rehabilitation for members operating at the scene. These considerations shall include medical evaluation and treatment, food and fluid replenishment, and relief from extreme climatic condition, according to the circumstances of the incident.
2. All supervisors shall maintain an awareness of the conditions of members operating within their span of control and ensure that adequate steps are taken to provide for their safety and health. The command structure shall be utilized to request relief and reassignment of crews that are fatigued.

Section 7: Command Post Identification

1. Command Post Identifier:
 - a) Green flashing, rotating or oscillating light on command vehicle.
 - b) Yellow pennant flag (21"x13") that reads C.P. in blue reflective letters

Section 8: Geographic Designations

1. A system of letter designation (A-D) shall be used to identify the sides of a building or incident. The address side of the incident shall be designated as Side A unless specified otherwise. The other sides of the incident shall be designated Sides B, C, and D proceeding in a clockwise direction from Side A.
2. When speaking on the radio, the letter designation should be used phonetically as follows: Side A "Alpha", Side B "Bravo", Side C "Charlie" and Side D "Delta".
3. Floors in a multi-story incident shall be designated numerically based on the floor involved.

Section 9: Communications

1. The Incident Commander shall designate radio frequencies as necessary to manage the incident.
 - a) Functional areas such as operations, staging and water movement should be considered for frequency assignments.

Section 10: Communications Designations

1. Incident Commander – “IC” Incident name – street (Example: “Day St. Command”)
2. General Staff and Command Staff
 - a) Position designation (Example – “Operations”, “Logistics”, “Safety”, etc.)
 - b) Staging Areas
 - i. Geographical Name (Example – “Main Street Staging”)
 - c) Branches
 - i. Numerical (Example – “Branch 1”)
 - ii. Functional (Example – “Medical Branch”)
 - d) Divisions
 - i. Alphabetical (Example – “Division A”)
 - ii. Geographical (Example – “Roof Division”)
 - iii. Numerical; Multi-story only, by floor (Example – “Division 5”)
 - iv. Groups
 1. Functional only, may operate on entire emergency scene (Example – “Rescue Group” or “Ventilation Group”)

Section 11: Documentation

1. Incident commanders are responsible to communicate the Incident Action Plan and document resource and situation status for mutual aid incidents. An Incident Objectives Form (ICS 202) will be used as the base document for the Incident Action Plan. The Incident Briefing Form (ICS 201) will be used for resource and situation status.