

	TRAVIS COUNTY ESD #5 MANCHACA FIRE RESCUE Department Best Practices	A713
	Authorized by:  Fire Chief Chris Barron	Effective: 8/1/2017 Rescinds: Reference: AFD A713.3 Application: Shift Personnel
Staging at Multiple Alarm Incidents		

I. Purpose

To implement procedures that ensure Companies are readily available for assignment at multiple alarm incidents.

II. Background

Typically, at a multiple alarm incident, Companies park in a location that is some distance from the incident. Consequently, this causes a time lag when resources/personnel are requested. Another common problem is that the Companies assigned to Rehab are often overlooked and not reassigned to the incident.

This document is a direct adaptation of the Austin Fire Department SOG on staging and multiple alarm events. It has been adopted by Manchaca Fire Rescue as an Auto Aid partner to maximize standardization between partner agencies. Variations and additions to the language from the parent AFD document will be signified by text in italics. Generic changes that do not affect content such as formatting and changing "AFD" to "MFR" will not be noted.

III. Policy

- A. **Areas established.** An Incident Base, a Staging area and Rehab will be established at all multiple alarm incidents.
- B. **First engine of second alarm.** The first Engine assigned on the second alarm will assume the functions of Base Manager, Staging Manager and Rehab Manager unless assigned elsewhere by Command. Command will ensure adequate personnel are assigned to manage the Base, Staging and Rehab areas.
- C. **Reporting for greater alarm companies.** All Companies assigned on a second alarm or greater alarm should respond to the location of the Incident Base, report their arrival to the Staging Manager on the alternate radio channel and wait for direction from the Staging Manager.

- D. **Crew reporting.** Upon direction from the Staging Manager, Companies will normally move to the Staging area with their PPE, SCBA and equipment. When necessary to utilize additional apparatus, the Staging Manager will provide direction to the affected Companies.

IV. Best Practices

The following best practices should be followed at all firefighting and emergency scene operations, except where deviation can be justified by Fire Officers. Any significant deviation should be communicated to responding/on-scene units as soon as possible.

A. **Terminology.** MAYDAY Event Preparation (before the event occurs)

1. **Incident Base.** An incident base is the location at which primary support activities are conducted. A single Incident Base is established to house equipment and personnel support operations (food, fuel, etc.). At a typical multiple alarm fire, this is the location where the unused apparatus are parked.
2. **Staging Areas.** Staging areas are established for the temporary location of available resources while awaiting operational assignment.

B. **Base location.** Whenever a multiple alarm is requested, Command will designate an area for the Incident Base where the unused apparatus will be parked and additional equipment and resources can be delivered. The Base should be established within one-quarter ($\frac{1}{4}$) mile of the fire ground. Parking lots at shopping centers, churches, and schools make good Incident Base areas. If adequate off-street parking is not readily available, a street or intersection may be designated. All Companies responding on the multiple alarm should respond to the Base location unless otherwise directed by Command

C. **Notification of staging engine.** Upon dispatching a second alarm on the alternate channel, Fire Dispatch will identify the first Engine assigned on the second alarm. The Officer of that Engine will confirm that Company will be the "Staging Engine" and assume the functions of Staging Manager, Base Manager and Rehab Manager.

D. **Staging manager.** The Officer on the first Engine assigned on the second alarm will assume Staging Manager and then assign members from that Engine as the Base Manager and Rehab Manager. If the Staging Engine on the second alarm is assigned elsewhere by Command, Command is then responsible for assigning another Company to staff these positions as soon as possible.

1. **Base manager role.** One Firefighter will assume Base Manager and remain in the Base area to secure the fire apparatus parked there.

a. **Base Manager Responsibilities.**

- 1) Oversee the parking of apparatus to ensure that they remain accessible.

- 2) Maintain a log of the apparatus and equipment at the Base.
 - 3) Maintain the security of the apparatus and equipment at the Base.
 - 4) Respond to equipment and resource requests.
 - 5) Report to the Command/Logistics Section Chief using the alternate radio channel.
2. **Staging location.** The Officer, Fire Specialist and remaining Firefighter will immediately proceed to the Command Post and establish a location for Staging.
- a. **Accessibility.** Staging should be established close enough to the incident to allow for quick deployment of Companies to the fire ground.
 - b. **Notification of location.** Command must be notified when and where Staging is established.
3. **Engine officer role.** The Officer will assume the role of Staging Manager.
- a. **Staging Manager Responsibilities.**
 - 1) Communicate with the Command Post on the primary radio channel (or face-to-face) and with Companies responding to the multiple alarm on the alternate radio channel.
 - 2) Officially check-in Companies for the incident.
 - 3) Maintain accountability system for Companies arriving and departing Staging.
 - 4) Respond to requests for personnel and/or equipment from the Command Post.
 - 5) Direct Companies to designated assignments as requested by the Operations Section Chief or Incident Commander. This should normally include the communication of the assigned channel and Division/Group Supervisor for the assignment.
 - 6) Inform the Command Post when resources fall below the established minimum level.
 - 7) Report to the Operations Section Chief.
4. **Driver's role.** The Driver/Operator will assume the role of Rehab Manager.
- a. **Rehab.** Refer to MFR Policy on incident rehabilitation.
 - b. **Communications.** Report to the Medical Unit Leader/Logistics Section Chief using the alternate radio channel.
5. **Firefighter role.** The remaining Firefighter may be assigned as an assistant to the Staging Manager or Resource Unit Leader, as needed.
- a. **Staging Manager Assistant Responsibilities.**
 - 1) Assist Staging Manager with communicating on two radio channels.
 - 2) Log the Companies as they check into Staging and document their assignment to the fire ground.

b. Resource Unit Leader Responsibilities.

- 1) Track companies checked-in to the incident including their location and status.
- 2) Prepare assignment lists and/or organization charts.
- 3) Report to the Planning Section Chief.

E. Command notification. Command will be notified when Staging is established and approve the location.

1. **Staging readiness.** Companies in the Staging area should remain prepared for an assignment to the fire ground.

F. Operations Section Chief Responsibilities.

1. **Request resources.** Request needed Companies and/or equipment from Staging.
2. **Assign rehab.** Send Companies to Rehab as needed

G. Planning Section Chief Responsibilities.

1. **Accountability.** Maintain accountability of all Companies and personnel on scene.
2. **Resource Unit Leader.** Assign a Resource Unit Leader to track the companies assigned to the incident and their status.

H. Company status. Company status on scene will be maintained in one of three categories:

1. **Available.** An available company is checked-in with Staging awaiting assignment
2. **Assigned.** An assigned company is working on the fire ground
3. **Out of Service.** An out of service company is one that is unable to function for mechanical, personal or health reasons, such as Rehab.

I. High-rise. At a high-rise alarm, the fourth arriving Aerial Apparatus or Rescue Unit will ascend with the RIC equipment and will establish interior Staging two floors below the fire floor. Refer to MFR Best Practices A201 High-Rise Fires. The first Engine assigned on the second alarm will follow the procedures within this SOG except that the exterior Staging Area established will be named for the street on which it is located such as "Nueces Staging" or "24th Street Staging" to distinguish it from the other Staging Area inside the structure

J. Multiple staging areas. Two or more Staging Areas may also be established at any large-scale incident when needed. When additional Staging Areas are utilized, each area should be named for identification and assigned a manager.