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Section: 101.02

**STANDARD OPERATING  
PROCEDURE**

**RESPONSE; EMERGENCY &  
NON-EMERGENCY CALLS**

**Purpose:**

To establish guidelines for response out of the station, so that the equipment is properly staffed and that Volunteers and Residents understand their roll in emergency response.

**Scope:**

This Standard Operational Procedure shall apply to all Residents, Career and Volunteer staff of the College Place Fire Department concerning emergency response.

**Responsibility:**

It shall be the responsibility of every member to of the College Place Fire Department to follow these procedures. It shall be the shift Captains, Training Officer, Operations Officer and the Chiefs responsibility to enforce and or alter this procedure before or during and emergency.

**Procedure:**

The first-in senior member or Officer shall make an initial report of conditions, size-up, and determine the action plan and announce this over the radio. For emergencies greater than a single engine response, the senior member or Officer shall implement the Incident Command System.

**Single Apparatus Code Response:**

This could be either an Engine or the Rescue van for EMS calls, this shall include Volunteers assigned to that shift in P.O.V.s and the shift Officer.

Reported Medical emergency (life threatening)

Accidents (fall, auto, bike, sports, etc...)

Fires outside of a structure that is not threatening a structure.

Car or Pick-up fires not threatening a structure.

Electrical emergencies  
Trash fires  
Smoke investigations  
Small Gasoline leaks, Bar-B-Q leaks

**Two Apparatus Response:**

This would be two pieces of equipment out of the station Code, all Volunteers and Residents and all Officers.

Any reported structure fire.  
Multiple injury, multiple vehicle accident  
Large truck or Van fire  
Car or Pick-up fires threatening a structure.  
Collapse of a structure  
Confined space emergency (the tunnels under the campus)  
Outside fire threatening a structure  
Large scale electrical problem  
Smoke coming from a structure  
Hazardous Materials incident (for evacuation)  
Large Natural gas or Propane leaks  
Any automatic aid dispatch with in our City limits. Other than a medical.  
All reported Alarms with in the City. One Apparatus (first out) shall respond Code. The Second Apparatus shall respond non-Code and stage at a hydrant or intersection at least one block away from the incident. ( All residents may respond if needed and shift Volunteers and Officers.) This mode can be updated to a full response.

**Emergency Call back to the Station.**

This would be for all members to report to the station immediately.

Natural Disasters. (Floods, Earth Quakes, Wind Storms, Electrical Storms etc...)

Bombs that have gone off. Or known large explosive devices potential. Riots. Shooting'(s) <i>See response procedure for threats</i>
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Other incidents maybe needed and can be designated to this mode by a Captain or above.

**Single Apparatus Non-Code Response:**

This could be either an Engine or the Command van for EMS calls, this **can** include Volunteers assigned to that shift in P.O.V.s and the shift Officer.

Reported Medical emergency (Non-life threatening)  
Burning complaints (Nuisance )

Smoke investigations (area complaint)  
Person locked out  
Alarm trouble (not an Alarm)  
Citizen assist  
Non injury accident  
Law enforcement request for investigation purpose.


### **Response to Threats**

These types of call normally need to be coordinated with Law Enforcement. Once you are notified contact your Shift Captain and or Chief Officers.

*Bombs, Shooting'(s), Suicide'(s), Riots, Hostage situations*, or other unusual events that involve outside agencies and risk of personal or personnel safety.

- Respond Non-Emergency but quickly (STAT).
- Do not use radios for transmitting.
- Stop at a hydrant that is well clear of the scene. (Out of sight of the incident if appropriate.)
- Senior member or Officer shall report to the Police Command Post for further instructions to Unify Command.
- No action should be taken without Law Enforcement's conformation.

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Approved:		Date: 06/11/2006
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