



## KOOTENAI COUNTY FIRE MODEL PROCEDURE

### SECTION 3 – INCIDENT COMMAND SYSTEM

Adopted 10-17-13

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#### 1.0 PURPOSE

- 1.1 This model procedure is endorsed by the Kootenai County Fire Chiefs Association as a template for planning and training for all fire departments and districts in Kootenai County.
- 1.2 The purpose of this model procedure is providing a standard terminology for Firefighters and Incident Commanders (IC) operating on the fire ground or other emergency scenes during automatic and mutual aid responses.

#### 2.0 REFERENCES

- 2.1 National Incident Management System
- 2.2 Kootenai County Fire Chiefs Association Resolution 2004-2

#### 3.0 DEFINITIONS

- 3.1 Level 1 Staging: Level 1 staging is a position responding units take without specific direction – usually one block away from the scene.

#### 4.0 MODEL PROCEDURE

- 4.1 At an emergency incident, the IC shall have the responsibility to:
  - 4.1.1 Establish, assume, and confirm command.
  - 4.1.2 Request and release resources
  - 4.1.3 Perform situation evaluations that include risk assessment and operational safety.
  - 4.1.4 Initiate, maintain, and control incident communications.
  - 4.1.5 Develop an overall strategy, attack plan, and assign units to operations to address the same.
  - 4.1.6 Develop an effective incident organization by managing resources, maintaining an effective span-of-control, and maintaining direct supervision over the entire incident by creating geographical and/or functional areas as appropriate for the scope and size of the incident.

- 4.1.7 Continue, transfer (when appropriate), and terminate command.
- 4.2 Units will announce when they are “on-scene” and not how many “minutes away” they might be.
- 4.3 A second arriving Engine Company will ordinarily stage at the hydrant.
- 4.4 When “Command” is in the investigative mode, Units will assume Level 1 staging.
- 4.5 The first arriving Officer from the authority having jurisdiction has the option to assume Command.
- 4.6 Exterior designations will be identified as follows:
  - 4.6.1 Side/Division Alpha – the front or address side of the building. Subsequent designations are made in a clockwise manner; Side/Division Bravo, Charlie and Delta.
  - 4.6.2 Division Alpha may be changed by Command but must be announced on the radio.
- 4.7 Multi-story buildings will be identified as follows:
  - 4.7.1 Floors above ground level will be Division 1, Division 2, etc.
  - 4.7.2 Floors below ground level will be Basement 1, Basement 2, etc.
- 4.8 The four (4) modes of operation include:
  - 4.8.1 Investigation
  - 4.8.2 Offensive
  - 4.8.3 Defensive
  - 4.8.4 Rescue
- 4.9 Unit terminology:
  - 4.9.1 Officer – Unit followed by Unit # (Example: “Engine 13”)
  - 4.9.2 Engineer – Unit # Engineer(Example: “Engine 13 Engineer” or “13 Engineer”)
  - 4.9.3 Firefighter – Per Agency SOP
  - 4.9.4 Splitting of Crew: “Engine 13 Team A” and “Engine 13 Team B”
    - 4.9.4.1 Splitting crews requires four (4) personnel
  - 4.9.5 The “officer” is designated by the seat assignment or in the case of tenders, the individual assigned to the unit.
- 4.10 Hose Lays:
  - 4.10.1 Forward lay: “Lay in.” Laying a water supply line from the hydrant/water source to the fire.
  - 4.10.2 Reverse lay: “Lay out.” Laying a water supply line from the fire to a hydrant/water source.

4.11 Building size terminology: Residential and Commercial occupancies are described as small, medium or large.

4.11.1 Commercial structures should be identified by their name and type of occupancy.

4.11.2 Residential occupancies are classified as:

4.11.2.1 Small – Up to 1,000 square feet or 100% of the building can be reached with a 200' pre-connect from an apparatus with a 30' set back from the building.

4.11.2.2 Medium – 1,000 to 4,000 square feet or up to 75% of the building can be reached with a 200" pre-connect from an apparatus with a 30' set back from the building.

4.11.2.3 Large – Over 4,000 square feet or up to 50% of the building can be reached with a 200' pre-connect from an apparatus with a 30' set back from the building.

4.11.3 Commercial occupancies are classified as:

4.11.3.1 Small – Up to 2,000 square feet or 100% of the building can be reached with a 200' pre-connect from an apparatus with a 30' set back from the building.

4.11.3.2

4.11.3.3 Medium - 2,000 to 4,000 square feet or up to 75% of the building can be reached with a 200" pre-connect from an apparatus with a 30' set back from the building.

4.11.3.4 Large occupancies are determined by the agency due to the variety of commercial occupancies in the jurisdictions (4.11.1 is emphasized) or up to 50% of the building can be reached with a 200' pre-connect from an apparatus with a 30' set back from the building.

4.11.3.5

## 5.0 RESPONSIBILITY

5.1 The Incident Commander is directly responsible for the safety of all civilians and firefighters assigned to, or at the emergency incident. The IC shall take all

reasonable actions to ensure the safety of the assigned resources.