

Brooklin Fire Department

25 Bay Road
Brooklin, ME 04616

Standard Operating Guidelines Alert, Notification and Response

1. Purpose

The purpose of this SOG is to provide a guideline for alerting personnel, notification of personnel and response of personnel for emergency incidents

2. Notification

- A. Hancock County Regional Communications Center (HCRCC) will transmit page
- B. All personnel with communications shall transmit (in Service) on Brooklin primary frequency with
 - 1. their unit number
 - 2. whether they are en route to the scene or to the station
- C. The first responding personnel shall notify HCRCC of receipt of page by repeating nature of call, location and also advise whether en route to scene or station and will obtain any other relevant information from dispatch.

3. Response

- A. All personnel shall use their own judgement as to whether they respond to the station or directly to the scene.
- B. Personnel shall respond to all incidents whenever they are available
- C. All responding apparatus and personnel shall adhere to all policies in the Brooklin Fire Department Fleet Safety Program

4. Order of Response

TYPE OF INCIDENT	ORDER OF APPARATUS
Structure Fire	3 - 1 - 2 - 4
Chimney Fire	3 - 1 - 2
Woods Fire	2 - 3 - 1
Motor Vehicle Incident	4 - 3 - 1
EMS	4
Mutual Aid Blue Hill	1 - 2
Mutual Aid Brooksville	1 - 2 - (Rescue 4 only if needed)
Mutual Aid Deer Isle	1 - 2 - (Rescue 4 only if needed)
Mutual Aid Sedgwick	1 - 2 - (Rescue 4 only if needed)

Mutual Aid Penobscot	1 - 2 - (Rescue 4 only if needed)
Mutual Aid Stonington	1 - 2 - (Rescue 4 only if needed)

5. On Scene

- A. First person on scene shall establish command by transmitting unit number (is command) on Brooklin primary frequency
- B. Command shall do initial size up. This size up shall include:
 - i. Visual indicators observed from exterior
 - ii. Placement of apparatus
 - iii. Any safety concerns
 - iv. Any other pertinent information
- C. Command shall transmit this size up on the Brooklin primary frequency
- D. Command shall assign officers and personnel to the the appropriate tasks
- E. All personnel shall wear appropriate PPE
- F. All operators shall stay with apparatus if manpower is sufficient to complete other operations
- G. Apparatus operators shall set up scene lighting as necessary
- H. Crews and apparatus operators shall be responsible for returning equipment to apparatus and returning apparatus to service
- I. All responding personnel are required to return to the station to:
 - i. conduct a debrief of the incident
 - ii. return all equipment to its proper storage location in working order
 - iii. hose down apparatus if necessary and return to working order

6. Safety

- A. Safety shall be the responsibility of all personnel

Adopted by the Brooklin Volunteer Fire Company at the monthly meeting on November 10, 2009