A101	Spicewood Fire Rescue **Standard Operating Policies & Procedures**	
Effective Date	Title	To
June 1ˢᵗ, 2020	**Emergency Response Responsibilities and Expectations**	All members

Background

It is the core mission of Spicewood Fire Rescue to provide capable responders and appropriate resources to the public who request our help. All organizational planning and efforts should be spent to fulfill that core mission.

Purpose

The purpose of this policy is to outline responsibilities and expectations of the membership as we deploy those assets.

Policy

1. SFR will provide a clear path of expectations and checkpoints for new members as follows:

   1.1 On-Boarding begins with a formal invitation to roster with the organization:

a. All members will be add and trained in the *Active 911* app for smart phones.
b. All members will be given a copy of Medical Director's *Scope of Care*.
c. All members will be issued 3 SFR t-shirts and a cap.
d. All members will be assigned the first five Policies.

   1.2 Expectation to respond to calls begins when:

a. The member passes a test on the first five Policies.
b. The member is issued a pager and radio.
c. The member is issued an identification badge.

   1.3 Expectation to **participate in patient care** begins when:

a. The member passes the Scope of Care exam and becomes a Certified 1st Responder, working under our 1ˢᵗ Responder Agreement with MFAEMS.
b. The member receives an ID badge with EMS credentials.
Note: members are encouraged to respond to medical calls earlier to assist with scene safety issues and observe other protocols.

   1.4 Expectation to participate to working fire incidents begins when:

a. The member has received the appropriate PPE for the call type. (wildland vs structural)
b. The member receives an ID badge and credentials.
Note: members are encouraged to respond to these incidents earlier to assist with scene safety issues and observe scene protocols.

2. **Chain of Command**.
   2.1. Incident Commander is the officer in charge of SFR resources at the incident.
   2.2. Company officers supervise teams of firefighters and drivers.
   2.3. Drivers supervise firefighters and are responsible for the operation of vehicles.
   2.4. Firefighters perform skills and tactical evolutions on-scene.

   Members will be aware of which level of responder they are approved for and will not operate above that level unless directed to do so by a supervisor.

3. **Unity of Command**
   Is a core ICS feature the states each member has one, and only one, direct supervisor. This rule seeks to limit conflicting and competing directives that may be given.

4. Unit **status terminology** for both Dispatch and Active 911.

   BCESD9 SFR resources are assumed to be "in-service" and "available" unless cleared marked as "out-of-service". Wrapped in pink survey tape indicates a piece of equipment is out of service, whereas a raised hood with keys removed indicates an apparatus is out of service.

   4.1. "responding" is only used if when actually enroute to the scene.
   4.2. "H2Sta." is the Active 911 button for "Headed to the Station"
   4.3. "on-scene" means you have reached the location of the incident.
   4.4. "clear" means you are free to response to another call (cleared from the scene).
   4.5. "cancelled" means you have been cancelled from a response. You cannot be cancelled if you were never sent or had gone 'responding'.

5. **Resource IDs.**
   5.1. Apparatus IDs are 4 digits prefaced by the resource kind, for example, "Rescue 5660 is on scene" or "Engine 5621 is responding".
   5.2 Responding Member IDs, are also 4 digits prefaced by "responder", for example "Responder 5613 is on-scene"