



# POLICY MANUAL

## Emergency Operations - Staffing

### Support Unit

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Book Chapter Subject

Page 1 of 1

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3.0 Purpose: To establish a standard operating procedure that addresses the response criteria and utilization of the Support Unit due to incidents involving a recall of off-duty personnel.

3.01 Scope: All Emergency Response Personnel.

#### 3.02 **SUPPORT UNIT RESPONSE POLICY, RECALL INCIDENTS**

It is the responsibility of the first off-duty person to arrive at the assigned station: to pick up their protective clothing and to staff and respond the Support Unit to the incident location, unless otherwise advised.

#### 3.03 **SUPPORT 31 RESPONSE GUIDE CHECKLIST**

Personnel filling this assignment shall use the following operational checklist:

#### 3.04 **BEFORE LEAVING STATION**

1. Perform brief walk around inspection of apparatus.
2. Secure turnout gear to apparatus.
3. Ensure all equipment normally carried on the Support Unit is properly secured and operationally ready for use; i.e., rehab supplies, extra air bottle storage, ice.

#### 3.05 **EN ROUTE TO INCIDENT**

1. Advise Dispatch via radio that you are en route to the incident location.
2. Ask Dispatch if an entry control point or staging area has been established.

#### 3.06 **RESTOCKING OF REHAB SUPPLIES**

It shall be the responsibility of the Fire Captains at its assigned station to maintain adequate rehab supplies on the Support Unit.

**NOTE:** A copy of this policy shall be kept on a clipboard in the cab of the Support Unit for use and review by personnel fulfilling this assignment.