

Orchard Farm Fire Protection District Standard Operating Procedure

Division: 200 **Emergency Operations**
Section: 203 **General**
Subject: 203.03 **Mutual Aid**



Supersedes: N/A

Approved By: 

Date: 03/18/2013

Date Last Reviewed: N/A

Page: 1 of 3

PURPOSE:

To define the District's standard of calling for and responding to mutual aid requests

RESPONSIBILITY:

All District Personnel

PROCEDURES:

Requesting Mutual Aid

The incident officer or senior member can request mutual aid to respond to any incident. When requesting mutual aid, St. Charles County Dispatch and Alarm should be notified of the need of assistance. The Incident Commander should notify dispatch exactly what type of unit is needed, along with the amount of personnel, and where they are to respond.

Mutual aid is not limited to emergency responders. In the case of a hazardous materials incident, for example, the incident commander may request a multitude of different agencies to respond to assist.

Any agency providing mutual aid shall follow all applicable laws, regulations, the Incident Command System, and all recognized MCI standards.

Providing Mutual Aid

When a request is made of the District to send units to provide mutual aid the Engineer must make every effort to respond with the apparatus called for, manned with the appropriate crew of firefighters. If the agency requesting mutual aid has an officer on scene, then they shall establish command. If they are unable to establish command on the scene, then the officer or senior member of our District's mutual aid unit shall establish command for the incident using the ICS system.

District units shall always follow all applicable laws, regulations, the Incident Command System, MCI standards and district SOPs.

Subject 203.03 Mutual Aid

Date: 03/18/2013

Page: 2 of 3

Incidents Outside of the Primary Response Area

Whenever a District unit responds to an incident and determines it to be out of our primary response area, the following action shall be taken:

- a. Notify St. Charles County Dispatch and Alarm to dispatch the appropriate units.
- b. Take appropriate action to control the incident until relieved. Response should be continued until such point as the other responding fire district/department arrives on the scene.
- c. Notify the appropriate fire district/department and, after direction from them, continue to handle the call through to completion.

Obligation to Respond

Each participating fire district/department must respond to any call for assistance from another fire district/department pursuant to the provisions of this SOP, through the coordination of St. Charles County Dispatch and Alarm.

This obligation to respond does not include unavoidable circumstances, such as mechanical problems, shortage of manpower, or if the fire district/department is already involved in an emergency or other call.

Personally Owned Vehicle (POV) Response

POVs are only to respond to mutual aid calls in River's Pointe Fire Protection District or for move ups (see policy 203.06 Move Ups). Officers may use their POV for any mutual aid call when filling the role of a duty officer.

DEFINITIONS:

Command:

The act of directing, ordering and/or controlling resources by virtue of explicit legal, agency, or delegated authority

Engineer:

A person who, through training and experience, is qualified to drive and operate any vehicle that they take to any scene

Subject 203.03 Mutual Aid

Date: 03/18/2013

Page: 3 of 3

Firefighter:

A person who, through training and experience, is qualified to work at a fire scene

ICS (Incident Command System):

The combination of facilities, equipment, personnel, procedures and communications operating within a common organizational structure with responsibility for the management of assigned resources to effectively accomplish stated objectives pertaining to an incident

SOP:

Standard Operating Procedure