



SHARED RESOURCE PROCEDURES

Procedure: Arrival Report (SCFPD C-11)

Effective Date: November 24, 2017

Revision Date: January 4, 2018

Author: Sean Slamon, Fire Chief

Purpose: To establish a standard for Arrival Reports and Initial Command Actions at structural incidents.

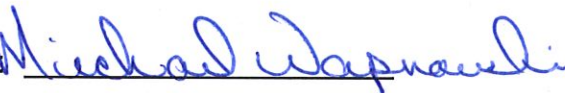
A) Arrival Report

- 1) The "Arrival Report" of conditions by the first arriving unit is required and alerts the incoming units to the situation and actions necessary. The "Arrival Report" directly affects the success of each incident and sets the tone for the entire incident.
 - a) First arriving officers shall conduct an "Arrival Report"
 - b) An Arrival Report should also be conducted on single unit responses when an out-of-the-ordinary situation is found or more resources are required.
- 2) The following format shall be followed by all Company Officers in order to bring consistency to the fire ground communications:
 - a) Identify your unit and state that you are On Scene.
 - b) Reporting the following:
 - Size of structure
 - Type of structure
 - Describe the visible conditions and their location
 - Assume Command and name the incident (See Procedure Volume III, B04)
 - Declare an Operational Mode
- 3) Direct incoming units to their assignments.
 - a) Transmit initial Tactical assignments on the designated Command channel
 - b) A resource shall switch to the designated Tactical channel upon receipt of an

assignment. All subsequent fire ground Tactical communications shall be conducted on the assigned Tactical channel.

- Example: "COMMAND 3; Stanislaus Engine 21" (break for dispatch to acknowledge) "Engine 21 is on scene of a large two-story house with dark smoke showing from a second story window on the Alpha side. Engine 21 is Yosemite IC, preparing for an Offensive Attack." Break for dispatch to acknowledge.
- c) Assign Tactical assignments and allow for each company to acknowledge their assignment.
- d) The IC shall monitor the designated Command and Tactical channel
- e) Unassigned resources shall remain on the Command channel

Approved by



Date: January 4, 2018

Michael Wapnowski, Acting Chief