



PURPOSE

Because incident command is to always be established at every incident, it will be common for command to be transferred. This policy describes the appropriate transfer situations and the information that must be transferred along with command responsibility.

POLICY

Command may be transferred from the first arriving company officer to a later arriving officer or senior command officer. Transfer of command shall take place on a face-to-face basis whenever possible to facilitate effective communication and feedback. If face-to-face communication is not possible, transfer of command by radio may be conducted. Even when face-to-face communications occur, it is important for this also to be announced on the radio so that other resources are aware.

Example: *"Battalion 1 has arrived on scene; I'll assume Promenade Boulevard Command"*

If command has been established by a firefighter, command will be transferred or assumed by the first arriving officer. Transfer of command to higher-ranking command officers is also discretionary. When a command officer allows a lower ranking officer to retain command, this does not remove the responsibility for the higher-ranking individual.

Transfer of Command shall include communication of the following information:

1. The status of the current situation.
2. Resources committed to the incident and responding, as well as the present incident organizational structure.
3. Assessment of the current effect of tactical operations.

Following transfer of command, command may return the previous officer to their company or specify an assignment of a subordinate management position within the ICS organizational structure.

Approved

Fire Chief