



PURPOSE

The purpose of this policy is to provide for systematic callback of personnel and mutual aid with common terminology.

The National Incident Management System (NIMS) shall be utilized at all incidents in which the RFD is involved.

The RFD shall refuse mutual aid to agencies not operating under Federal NIMS guidelines and regulations. Dispatchers shall be familiar with this policy and the specific equipment needs of the region.

This policy shall serve to provide specific methods for activating mutual aid and RFD resources in the event of major incidents.

Battalion Chiefs and Company Officers shall be familiar with the particular workings of this policy to ensure clarity of communications with our dispatchers.

POLICY

When incident commanders request outside resources on structural fires, the following chart shall be followed. Incident commanders may deviate from this chart at ANY time based on circumstances and resource needs at the incident scene. Activation of the resources described in the chart below will occur by the IC simply contacting dispatch and stating the information provided in quotes.

Example: IC: *"Dispatch from West Main Command"*
 Dispatch: *"Go ahead"*
 IC: *"Make this a 2nd Alarm"*
 Dispatch: *"Copy 2nd Alarm"*
 IC: *"That's affirmative"*

The following guidelines are intended for structural fires only. A "Working Structure Fire" shall be declared automatically by dispatch when any of the following criteria are met:

- Multiple 911 calls reporting a structural fire
- Responding units report smoke or flames showing
- On scene units report they are "laying a line" or commencing fire attack in a structure

It is dispatch's responsibility alone to make "Working Structure Fire" notifications.

Approved

Fire Chief

1 of 3



**RUSSELLVILLE FIRE DEPARTMENT
POLICY MANUAL**

Policy Number:
Section:
Original Date:
Revised Date:

Terminology	Resource Activation	Total Additional Resources
"Working Structure Fire"	<ol style="list-style-type: none"> 1. Notify Fire Chief 2. Notify Utility Companies 3. Fire Marshal's Office Notified 	Utilities Notified Fire Chief (Chief 1) Notified Chief 2 Notified Fire Marshal's Office Notified
"2 nd Alarm"	<ol style="list-style-type: none"> 1. "Working Structure Fire" Level Activation, and: 2. Dispatch TWO additional fire companies to respond (Available RFD engine company, closest Mutual Aid engine) 3. Off-Duty Personnel contacted to staff Reserve Equipment 	2 Additional Companies Off Duty Personnel Notified Fire Chief Notified Chief 2 Notified Fire Marshal's Office Notified
"3 rd Alarm"	<ol style="list-style-type: none"> 1. "2nd Alarm Fire" Level Activation, and: 2. Dispatch TWO additional fire companies to respond to the incident (If reserve are not yet staffed, 2 closest mutual aid companies) 3. Notify Off-Duty Battalion Chiefs to respond to the scene 4. Additional Off-Duty Personnel contacted to respond to scene 	4 Additional Companies Off Duty-BCs Notified Additional Callback of Off-Duty personnel Fire Chief Notified Chief 2 Notified Fire Marshal's Office Notified Utilities Notified
"4 th Alarm"	<ol style="list-style-type: none"> 1. "3rd Alarm Fire" Level Activation, and: 2. Callback of All Russellville Fire Department Personnel 3. Dispatch FOUR additional fire companies (mutual aid companies) to respond to the incident 	RFD Callback – ALL 8 additional companies Off-Duty BCs notified Fire Chief Notified Chief 2 Notified Fire Marshal's Office Notified Utilities Notified

Incidents requiring resources in excess of a 4th Alarm require the Incident Commander to designate the needed resources.

Requests for additional companies to respond to the incident scene shall originate from the Russellville Fire Department, first, and then spread to surrounding agencies in the following order:

1. Russellville
2. Pottsville
3. Dover
4. Crow Mountain
5. Dardanelle
6. London

Resources should be requested in the above order until a city is unable to send further resources. At that point, the next city should be contacted for the remaining resources.

Mutual Aid Requests – Technical Incidents

Under some circumstances the Russellville Fire Department may request mutual aid for specialized incidents. These specialized incidents can include, but are not limited to:

- Technical Rescue Incidents
- Wildfire Incidents
- Hazardous Materials Incidents

Approved

Fire Chief



RUSSELLVILLE FIRE DEPARTMENT
POLICY MANUAL

Policy Number:
Section:
Original Date:
Revised Date:

Technical Rescue Incidents

In order to request mutual aid for this type of incident, the Incident Commander should be on scene and have completed a full assessment of the situation. The Incident Commander should request Pope County Rescue through the dispatch center. All other requests should proceed through the OEM Director.

Wildland Fire Incidents

In order to request mutual aid for this type of incident, the Incident Commander should be on scene and have completed a full assessment of the situation. Typically assistance will be called for from neighboring fire departments first and then from state resources, such as the Department of Forestry. The fire plow should be dispatched as early as possible when needed. The availability of forestry resources is dependent upon wildland fire conditions in the state and region. All other requests should proceed through the OEM Director.

Hazardous Materials Incidents

In order to request mutual aid for this type of incident, the Incident Commander should be on scene and have completed a full assessment of the situation. Assistance with these types of incidents will typically come from industry experts, or from the other nearby career departments. These requests should proceed through the OEM Director. The OEM Director should be notified of any Hazardous Materials response by RFD.

Approved

Fire Chief

3 of 3