

		<b>MUKWONAGO FIRE DEPARTMENT</b>  <b>OPERATING PROCEDURES</b>	
MABAS		Approved by: Chief Jeffrey A. Rolfe	
SOG #5	Draft Date: 8-2-92	Revision Date(s): 10-1-00, 2-1-01, 6-6-02, 10-13-09	Effective Date:

**PURPOSE:** To establish procedures for maximizing fire fighter and EMS personnel resources when responding to a mutual aid box alarm.

**SCOPE:** This procedure is to be followed by all members of this department. Authority to deviate from this procedure rests with the officer in charge of the incident who will be responsible for the results of any deviation.

**A. FIRE RESPONSE**

1. Mutual aid requests shall be handled as an ALL CALL. Personnel who arrive at their respective stations will respond with the requested equipment only. All other personnel shall remain at their stations until directed otherwise by the officer in charge.
2. The primary ambulance crew shall remain intact for mutual aid requests on weekends and Monday through Friday 18:00 – 06:00.
3. Personnel shall not respond to mutual aid calls in their private vehicles.
4. Upon arrival the officer in charge shall check in with the command post for orders and determine if additional resources are needed. If additional resources are needed, the officer in charge should request additional response through dispatch. If no other resources are necessary, personnel that are on standby may leave the station.

**B. EMS RESPONSE**

1. On call crew and primary ambulance shall respond to mutual aid request.

2. If the primary ambulance crew is unavailable then, a backup crew shall respond with the 2nd ambulance.
3. Personnel shall not respond to mutual aid calls in their private vehicles.

**C. DIVE TEAM RESPONSE**

1. Safety of the Dive Team is a primary factor in any Mutual Aid Dive Team Response decision. A minimum response of two (2) divers and one (1) driver for the boat will be required on all water/ice calls.
2. If after a second tone, the minimum personnel have not responded, notify Incident Command of the "No Response."
3. Units which may be responding include the following: 3481, 3482, 3485, 3487, 3496, and any other units needed to transport personnel per MFD Officer in Charge.
4. The primary ambulance crew will be activated for Dive Team support.
5. Personnel shall not respond to mutual aid calls in their private vehicles.
6. Responding units will report to mutual aid department's staging area unless otherwise advised by Incident Command.
7. The Dive Team Member in charge shall report to Incident Command for a face-to-face briefing and assignment.
8. For additional information, see the Addendum titled "Waukesha County Dive Team Response Procedure Protocol."

**D. RIC RESPONSE**

1. RIC personnel will respond with 3476 and consist of a minimum response of 1 RIC Officer and 3 RIC Members.

2. The primary ambulance crew shall remain in tact for mutual aid requests on weekends and Monday through Friday 18:00 – 06:00.
3. If additional RIC personnel respond, they shall respond with a back-up ambulance.
4. Prior to arrival on scene, the RIC Officer will attempt to obtain the following information:
  - Type of incident
  - Structure size/type
  - Known special hazards (chemicals, confined space, etc.)
5. Upon arrival to the scene, the RIC Officer will meet with Incident Commander. A second RIC Officer or lead crew person will do a 360 degree walk around of the structure. The remainder of the RIC personnel shall layout and prepare the equipment.
6. Radio operations will be on a channel independent from fire ground operations.

Chief of Department