

## AUXILIARY RESPONSE TO INCIDENTS

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**Purpose:** *The Okolona Fire Department Auxiliary responds to incidents for rehabilitation purposes.*

### **Procedure:**

1. Members of the auxiliary shall be provided with fire pagers, when such pagers are available.
2. Members of the auxiliary should contact the Incident Commander to determine the need for their response on incidents that may be of long duration such as structure fires, rescues and hazardous materials incident.
3. The auxiliary shall designate a primary, and back-up contact person. It shall be the responsibility of the contact person to call station one if in her/his estimate the incident will result in fire fighters being on the scene for a lengthy time, asking if auxiliary response is needed.
4. Whoever answers the phone at the station when called by the designated auxiliary representative, shall ask the Incident Commander about auxiliary response. This shall be done promptly.
5. When the auxiliary is needed, the designated auxiliary member shall attempt to notify other members of the auxiliary to assemble a sufficient number of members.
6. The member at station one who spoke with the auxiliary member shall begin making provisions for auxiliary response when asked to do so. This may include filling coolers with ice, and starting coffee.
7. Normally it should take no longer than 30 minutes for auxiliary members to respond. The senior member of the auxiliary shall decide how long to wait for other auxiliary members.
8. The senior member of the auxiliary has the authority to secure food or responding fire fighters from grocery stores, restaurants, bakeries, etc.
9. Upon arrival at the scene, the auxiliary is to contact the Incident Commander to determine a location for the rehabilitation area.
10. Unless the incident will last for more than two hours, the auxiliary will be expected to remain on the scene for only 30 minutes. After 30 minutes, the auxiliary may contact the Incident Commander and advise they have been on the scene for 30 minutes. The Incident Commander shall decide whether the auxiliary remains, or returns to the station.
11. A last call for refreshments will be made to truck officers before the auxiliary leaves the scene, unless the refreshments will remain at the scene and be returned on the apparatus.
12. Upon return to the fire station, firefighters shall assist auxiliary in returning equipment to its proper location. If the vehicle they use is dirty because of responding to the incident, firefighters remaining at the fire station shall wash the unit.
13. Auxiliary members responding to the scene should refrain from bringing small children to the scene, unless absolutely necessary to bring children in order to respond.

*Standard Operating Procedures are meant only to be guidelines. Actual conditions may warrant alternative actions.*