

<b>Procedure</b>	<b>Effective Date</b>	<b>Rescinds</b>
Establishing the Command Post	August 27, 2004	New
<b>Reference</b>		Page 1 of 2
Norwich Township Fire Department SOG #24		

### **Purpose:**

The purpose of this procedure is to provide a guideline for the operation at incidents or situations that may arise during the course of an operation. Each member is expected to know, understand and operate according to this guideline as each situation arises.

### **Responsibility:**

- I.** It shall be the responsibility of the department officers to implement this operating guideline.
- II.** It shall be the responsibility of the department officers to train members in the application of this guideline.
- III.** It shall be the responsibility of each member to know, understand and use this guideline as it applies to the situation at hand. Each member will use good judgment in the use of this guideline.

### **Guideline:**

#### **A. Establishing the Command Post**

A Command Post shall be established at every emergency scene.

A Command Post shall be established by the first arriving company officer. The Command Post may be moved from the initial location and Command of the incident passed per the **Incident Command System SOG** which is a part of the Norwich Township Fire Department Suggested Operating Guidelines.

All Command functions and responsibilities are established in the **ICS SOG**.

There shall be only one **Command Post** at an emergency incident. All other operational locations shall be known by their functions. (i.e. **Search & Rescue Leader**, **Ventilation Leader**, **ARIC Leader**)

## B. Command Post Location

The final location of the Command Post is dependant on the type of emergency.

At all incidents, the Command Post shall be established a safe distance from the scene in respect to the type of incident encountered. (I.e. HazMat incident in the cold zone, Bomb response)

Geographic consideration must be given to the location of the Command Post. As the response to emergency scenes should consider UPWIND, UPHILL, and UPSTREAM, so should the location of the Command Post.

There may be times the Command Post will not be able to directly observe the Incident Scene. This places a greater emphasis on communication, but should not limit the effectiveness of the Incident Commander.

## C. Command Post Occupancy

Entrance into the Command Post area must be restricted in an effort to limit confusion and maintain focus on the incident at hand.

Persons who may be assigned to the Command Post in addition to the Incident Commander are the Incident Safety Officer, Operations Officer, RIC Officer, and any other individuals supporting these positions that are asked to remain at the Command Post.

Approved by Chief \_\_\_\_\_ signed copy on file \_\_\_\_\_ Date \_\_\_\_\_