

INCIDENT MANAGEMENT SYSTEM AND TACTICAL OPERATIONS MANUAL

SERIES 339

OPERATIONAL GUIDELINE DIVIDING THE INCIDENT

PURPOSE

All incidents will be divided in a systematic way to insure safety of response personnel while attempting to save those that can be saved, and reducing the effects of fire on the customer. The purpose of dividing an incident is to provide a common method of identifying key tactical locations within a fire scene. For this series, only structure fires will be considered. The methods and terminology used in dividing wild land fires, special operations incidents and medical events will be identified in their related sections.

DEFINITIONS

Branches: The method used to manage Divisions or Groups when the span of control has been exceeded. Branches may be either Divisions or Groups.

Divisions: The method by which an incident is divided by geographic areas.

Exposure: Any structure, occupancy, or object which is or may become damaged, destroyed or threatened by the fire or the effects of the fire.

Groups: The method by which an incident is divided by functional areas of operation.

Incident Action Plan: The written or verbal plan by which all incident supervisory personnel receives direction for actions to be implemented during the designated operational period.

Risk Management Model: Fire officers will practice risk management in the deployment of resources and in fire suppression. The purpose of this Section, that model will be: “Risk a lot to save a lot; risk a little to save a little; risk nothing to save nothing.”

Single Resource: An individual or piece of equipment typically with an operator, or a crew of individuals operating under an identified supervisor which can be used at an incident.

Strike Team: A number of resources of the same kind and type with common communications operating under the direct supervision of a leader.

Task Force: A combination of mixed resources with common communications operating under the direct supervision of a leader.

Adopted: 1-06

Revised:

RESPONSIBILITIES

- I. The Incident Commander is responsible for operating under the ICS system which shall operate under NIMS for larger incidents.
- II. The General Staff is responsible to the Incident Commander (IC). Each Section Chief will implement the Incident Action Plan (IAP) determined by the IC within their assigned Sections.
- III. All personnel are responsible for knowing the objectives identified in the IAP and for carrying out their assignments within the guidelines of ICS toward resolution and/or accomplishment of the IAP.

PROCEDURE**I. Typical Buildings:**

1. Buildings will be described for fire operations by the use of alphabet characters (A, B, C, etc.) based on the following protocols:
 - A. The identified front of the building or the addressed side of the building will normally be designated the “A” side of the structure.
 - B. The remaining sides of the building will be named by proceeding clockwise around the building with the “B” side being on the left as the building is faced from the street, the “C” side being the rear, and the “D” side being the right side of the building as faced from the street.
 - C. In those building in which the “street side” of the building cannot be determined, the IC will designate the A Side of the building and the rules for naming the other sides will apply.

II. Multi-story buildings and buildings with basements:

1. Multi story buildings will be named by use of creating a Division on each floor with the lobby floor being call Division One.
2. Each floor above the first will be called by its Division number until the roof is reached . (Example: The 2nd floor is called Division 2, the 3rd floor is Division 3)
3. Basement areas will be called by the division call sign with the addition of the number “zero.” Numbering will start at the level below grade with the floor immediately below the first floor called Division 01.

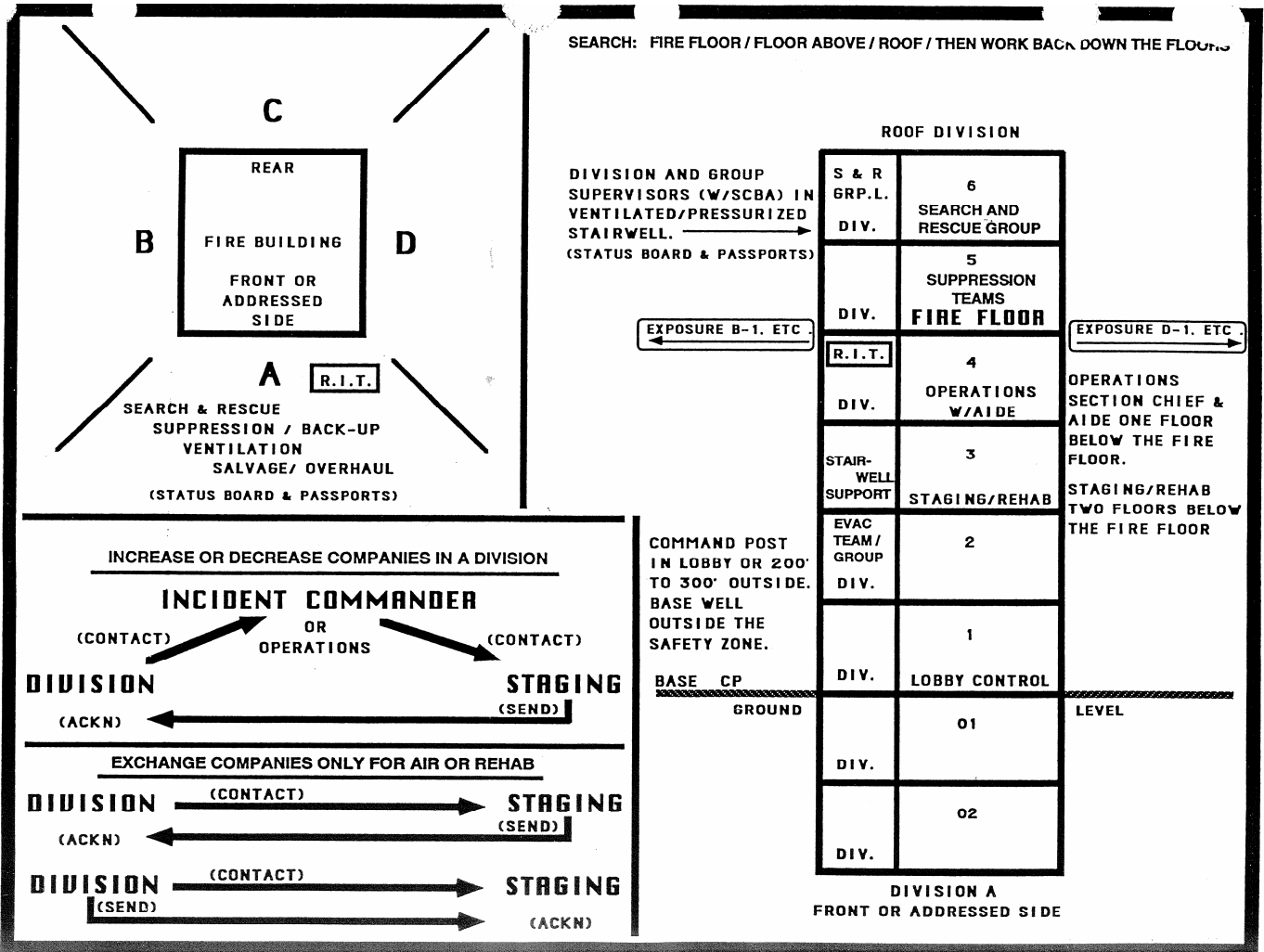
III. Exposures:

1. Buildings threatened by the fire and/or collapse will be named in relation to their geographic presence to the fire building. The same alphabetical designator will orient the location of the building to the fire building and it will be further identified with a numerical designator.
 - A. For example: Exposures on the B side of a structure will be named by their proximity to the fire building with the closest called Exposure B-1. If the fire may threaten the next structure on the B Side (as in a strip mall) the next closest structure will be call Exposure B-2. This sequence will continue until all threatened buildings are identified.

IV. Groups:

1. Groups will be used to describe functional areas of operation. Groups are functionally specific and the objectives may be quickly resolved.
2. The Group to be established is determined by the needs of an incident. (For example, Water Supply Group may be resolved by providing a hydrant line thereby solving the problem.)
3. Groups are not limited by geographic bounds and may go wherever their work is needed.
4. Divisions and Groups can be used on the same incident and are equal in the organizational hierarchy. It is imperative that Division and Group Supervisors closely coordinate their activities.

See chart, next page



Quick Reference Chart for "Dividing the Incident"