Egg Harbor Fire Department and First Responders
Standard Operating Guidelines

SUBJECT: MUTUAL AID/MABAS   **SOG 503**

PURPOSE: This guideline will provide the Department with guidelines to follow for the response and staffing of stations in the event of a mutual aid, or mutual aid box alarm request from one or both stations.

SCOPE: This policy shall apply to all members of the Egg Harbor Fire Department.

DEFINITIONS

Still Alarm – This is the normal initial response to an incident with EHFD resources only. In calls involving structure fires, those areas designated for automatic aid will also include designated automatic aid resources.

Working Still Alarm – This alarm level is utilized when a working fire has been confirmed. By contacting the communication center and initiating the working still alarm, depending on location, additional per-assigned resources will be sent to the scene to assist EHFD. In the event that EHFD is requested on a working still alarm, only those units requested shall respond.

Box Alarm – Upon recognizing the need for more resources at an incident, the Incident Commander shall refer to the MABAS card binder located in each EHFD apparatus and determine what box card area the incident is located and what additional pre-assigned resources are needed. There are five pre-assigned box alarm levels to choose from. Upon contacting the communication center, the incident commander needs to choose which level of box alarm resources are needed. Be aware that if the second alarm level is chosen all resources through the working still and first alarm levels will also be dispatched. The incident commander will also need to assign a staging area for those requested resources at the time they are requested. In the event that EHFD is requested on a box alarm, only those units requested shall respond.

Striking the Box – This term is used to inform all responding agencies that the incident has been placed under control and additional resources are not needed.

Taking a Pass – This is used when the requested unit is not available to respond because it is either on another incident or is out of service. When a pass is taken the requesting communication center will need to refer to the box cards and dispatch the next appropriate agency on the box card for that type of apparatus.

Engine-Vehicle whose primary function is the delivery of water to the incident and have pump to apply water on the fire. Minimum crew of four (4) or more firefighters.

Tender -Water transport vehicle of at least 1250 gallons of water. Minimum crew of two (2) firefighters.

Truck -Vehicle whose primary function is performing search/rescue/ventilation work and/or elevated master streams via an aerial platform, ladder, or other elevated device. Minimum crew of four (4) or more firefighters.

Squad -Vehicle whose primary function is to provide personnel and/or heavy rescue

support. Minimum crew of four (4) or more firefighters.

Brush Truck -Vehicle whose primary function is fighting wildland/brush fires. Minimum crew of two (2) or more firefighters.

MUTUAL AID:

Mutual Aid is initiated by a department under a prearranged agreement. It is intended to supplement a community's fire protection when that community has committed all of its fire resources to one or more fires and requires additional fire suppression personnel and equipment to handle that incident(s).

MABAS:

Mutual Aid Box Alarm System is set in place to dispatch pre-established resources to an incident when a MABAS Box Alarm is requested. Door County is designated in the Wisconsin MABAS system as Division 154.

REQUESTING MUTUAL AID:

With the advent of the MBAS system now in place, requests for assistance should normally be placed utilizing the MABAS system and the MABAS cards that have been developed for use by EHFD. In the event that the situation is outside of the normal MABAS incident situation, mutual aid resources can be requested. If additional or specialized resources are needed contact the Communication Center to dispatch what specific type of unit(s) you need and from what community. It is preferred that the "closest unit" be requested! Some examples of when mutual aid may be needed are: (additional staff is needed, size or hazard of the emergency, water supply need, specialized unit (Ladder Truck or RIT Team), etc. If an officer is available, it is preferred the officer make the request but if not readily available, an experienced firefighter should not hesitate to make the request! Do not delay or hesitate in seeking additional assistance.

MABAS/MUTUAL AID – SQUAD 24 – AIR/RIT:

If Squad 24 is requested for a RIT Team or to refill SCBA air bottles, it shall respond to any and all requests. If Squad 24 is requested, personnel shall respond to both stations. While emergency response for mutual aid air support is likely not necessary, check with the requesting agency if the response should be emergency or non-emergency. The request for a RIT Team normally will be an emergency response. A MABAS request for a squad/rescue unit would be the responsibility of Squad 24 to respond as appropriate to the area assigned by the requesting agency.

MABAS/MUTUAL AID - Truck 21:

If Truck 21 is requested, it shall respond to any and all requests for assistance. If Truck 21 is requested, personnel shall respond to both stations.

MABAS/MUTUAL AID - EXTRICATION:

For any requests for MABAS/mutual aid assistance for extrication purposes personnel shall respond to both stations. Squad 24 should be the primary response vehicle for extrication due to the amount and type of extrication equipment available. Engine 6 should be a back-up or an

Original Issue Date: 04/30/17
Last Review Date: 04/30/17
Last Change Date: 04/30/17

additional unit should further assistance be needed.

RESPONSE AND ON-SCENE OPERATIONS:
While responding to requests for MABAS/mutual aid, check with the communication center for the operational radio frequency that is being utilized. Communicate with the appropriate on scene officer for your apparatus placement and assignment. Upon arrival at the incident scene, the OIC (Officer in Charge) of the apparatus shall report to the Incident Commander to verify your assignment and provide them the accountability ring. The OIC shall then assign duties to the apparatus crew as necessary.

MOVE UP/FILL-IN:
Move up/fill-in is initiated by a community under the MABAS/mutual aid agreement and is used when the requesting community has committed all of its fire resources. The requesting community requests an apparatus normally an engine company to "move up or fill-in" at their fire station to respond should another incident be received in the effected community.

PROTECTION OF THE TOWN & VILLAGE:
At no time should there be less than an engine company in the Town & Village unless the situation is a disaster of significant proportion. If during MABAS/automatic/mutual aid, the Department receives an alarm of fire, the remaining engines and/or ladder shall respond. If additional engines, ladders, or personnel are required, MABAS/mutual aid should be requested. EHFD personnel and equipment should not be recalled from other communities, unless they are no longer required.

COVERAGE ALERT:
Occasionally a neighboring community may notify the Egg Harbor Fire Department for special coverage based on out-of-service units or special circumstances. Although the term "stand-by" may be used by some personnel, this situation does not constitute the procedures set forth in stand-by procedures. Example - The Sturgeon Bay Fire Department may have a ladder truck out of service for 3 days due to repair. The Egg Harbor Fire Department may be requested for a ladder response during the three days but the stations are not staffed during this "coverage alert."

MABAS COMMUNICATIONS
Door County joined into the Wisconsin Statewide MABAS (Mutual Aid Box Alarm System) system as Division154. Door County implemented MABAS for mutual aid requests that allow the Incident Commander the ability to request resources to an incident that have been predetermined. The following guidelines include procedures and terminologies utilized with MABAS.

. SOG: 503 Page 3 of 3

Original Issue Date: 04/30/17
Last Review Date: 04/30/17
Last Change Date: 04/30/17