



Wintergreen Fire and Rescue Standard Administrative Policy	
Subject:	Mutual Aid Requests
Reference Number:	FIRE 02-010
Effective Date:	15-Jun-09
Last Revision Date:	30-Jun-22
Signature of Approval	Curtis Sheets, Chief

Purpose:

The purpose of this SOG is to create a uniform procedure to request mutual aid assistance.

Policy:

Working Incident

A working incident will be declared when it is evident that fire conditions exist which may not be readily handled by available manpower. This declaration should be based upon information gathered once on scene, however may be declared based upon information received by dispatch. Ideally, the shift supervisor will declare a working incident, however when this is not feasible, any responder may declare.

Dispatch Procedure for a Working Incident:

1. Re-page the call using the Fire Department, Rescue Squad, and Rockfish tones. Dispatch the call as “Wintergreen Fire, Rockfish Fire, Wintergreen Rescue, respond to a working incident at (address), any available manpower report to the scene”.
2. Contact the Wintergreen Fire & Rescue, Officer In Charge (OIC) if they have not already marked up.
3. Have dispatch contact Augusta ECC (540-245-5501) to request manpower from Wilson Fire Department, Company 19.
4. If the power company hasn’t been contacted for a representative to respond to the scene, do so.
5. If any additional calls occur concurrently, assign “NFR” as the operational frequency. Request Nelson Dispatch to handle the remainder of that incident.
6. Have dispatch contact appropriate service authority to advise them of potential demand for water.

2nd Alarm Fire”

A Second Alarm Fire will be declared when it is apparent that equipment and manpower on the scene and in route will not be sufficient to handle the working incident. Only the on-scene Incident Commander may declare a 2nd alarm.

Dispatch Procedure for a 2nd Alarm Fire:

1. Contact Nelson Dispatch and request a county-wide page for any available manpower to respond to the incident location. Also ask Nelson to Contact Albemarle and request Crozet Fire Department to fill quarters at Station 2.
2. If in the Station One First-Due area, Contact Augusta ECC and request that Stuarts Draft or Dooms Fire Department respond to the scene.
3. If any additional calls occur concurrently on-property, assign “NFR” as the operational frequency. Request Nelson Dispatch to handle the remainder of that incident.

Tanker Task Force

A tanker task force will be requested when a fire exists or is believed to exist in areas not protected by fire hydrants. This request may or may not be associated with a working incident.

Dispatch Procedure for a Tanker Task Force Request:

1. Contact Nelson Dispatch and request a county-wide page (excluding Gladstone) for any available tankers to respond to the incident location.
2. Contact the Wintergreen Fire & Rescue OIC