



City of Winter Park Fire-Rescue

Standard Operating Guideline

200.01

**Title: Unit Assignments
Emergency Response**

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Purpose: To establish a procedure for the response of emergency equipment in an organized manner for all emergency and non-emergency response assignments.

Scope: This procedure is to be followed by all employees. Authority to deviate from this procedure rests with the Battalion Chief, Shift Commander or their designee, who is solely responsible for the results of any deviation. The procedure will determine which station is responsible for a specific area of the City. The responsibilities will include emergency response, fire inspection, hydrant maintenance, pre-fire planning and most other fire/rescue related activities.

General: The territory that each Station will be responsible for shall correspond to the "Fire/Rescue Box Map System". This system designates those areas in the City that each Station is responsible for. The "Box Map" system divides the City into what are commonly known as "First Due Areas". A "First Due" area is that particular area of the City where a station can arrive FIRST and begin to render assistance. The "Run Card" system number that coincides with this allows fire dispatchers the ability to call for up to five additional units without the need for any additional information from the Battalion Chief.

The "Boxes" are designated by a four-digit number. The first two digits will designate the company that is First Due in that particular area. i.e. Box 6101 is an area of the City where Station 61 is First Due.

The Fire/Rescue communications operators are instructed by the Fire Department to respond the following amounts of units to a specific type of incident. At any time the Battalion Chief or Shift Commander may over-ride a particular assignment and redirect emergency units to continue or discontinue responding.

To make the Fire/Rescue Response Box System work properly, units are reminded to remain in their first due area as much as possible. It is understandable to leave your area for different assignments, but in all cases the Communication Center must be made aware of your location and status.

200.01.01. Designated Response Assignments:

The following Emergencies will require the response of the following equipment:

1 ENGINE COMPANY

Fires

- Dumpster, Trash, Brush, Automobiles, and other Misc. Fires not involving Structures

Non-Emergency

- Non EMS related public assists, Investigations non-fire

EMS

- Non-Emergency -Public Assists, Physical Assistance Calls

1 RESCUE AND 1 ENGINE COMPANY

Fires

- None

EMS

- All cardiac related emergencies, trouble breathing, assaults, auto accidents, general illness, seizures, OB, bleeding and other non-life-threatening injuries

3 ENGINE COMPANIES, 1 RESCUE, 1 TRUCK COMPANY, 1 EMS SUPERVISOR AND 1 BATTALION CHIEF

Fire

- All Structural Fires, Smoke Odors in Buildings,

EMS

- None

1 ENGINE COMPANY, 1 TRUCK COMPANY, 1 RESCUE, 1 EMS SUPERVISOR AND 1 BATTALION CHIEF

- All Hazardous Materials Incidents, Including Natural and Propane Gas leaks.

2 ENGINE COMPANIES, 1 TRUCK COMPANY, AND 1 BATTALION CHIEF

Fire

- All Automatic Fire Alarms

EMS

- None

1 RESCUE

Fire

- None

EMS

- All calls where it is determined through proper pre-arrival information that the patient's injuries can be treated by basic life support skills and transportation to a hospital remains in question.



James E. White
Chief of Department