

Alton Fire & Rescue Department

Standard Operating Procedures (SOP)

SOP 2.6.1 Apparatus and Personnel Staging

PURPOSE: To outline the management of available resources at an emergency incident.

SCOPE: All apparatus and all personnel entering an incident operation area.

SPECIFICS:

- The Incident Commander may establish one or more staging areas for incoming apparatus. Each established staging area shall be managed by a Staging Officer, generally the first officer of the first arriving piece of apparatus at the staging area.
 - The Staging Officer will maintain an inventory of available equipment.
 - The Staging Officer will communicate the inventory of equipment to the Incident Commander.
 - When requested, the Staging Officer will dispatch equipment as directed by the Incident Commander.

- The Incident Commander may establish a Personnel Staging area, generally located next to or at the rear of the first piece of apparatus arriving on the scene of the incident.
 - The Incident Commander may designate a Personnel Staging Officer who may also be designated as the Personnel Accountability Officer.
 - The Personnel Staging Officer will maintain an inventory of crews available for assignment ensuring that:
 - Each crew has an accurate Crew Tag with each crew member accurately identified by their ID tag which is attached to the Crew Tag.
 - Each member is certified at a level commensurate with the duty assigned.
 - Personnel Staging Officer will communicate the inventory of crews available to the Incident Commander.
 - When requested, the Personnel Staging Officer will dispatch a Crew to their assignment.

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