



**City of Winchester
Fire & Rescue Department
STANDARD OPERATING PROCEDURE**



Section: Operations	SOP: 7.1
Subject: Call Types and Responses	Effective: September 27, 2010 May 8, 2013 June 27, 2013 November 1, 2013 Revised: March 27, 2014 September 3, 2014 October 6, 2014 February 4, 2015
Approved:  Frank E. Wright, Interim Fire Chief	Revised Approval:  Allen W. Baldwin, Fire Chief

SCOPE

To establish guidelines for the effective use of apparatus and personnel during emergency incidents.

PURPOSE

To assign the necessary apparatus for the various emergency incident needs for the Winchester Fire and Rescue Department (WFRD) in conjunction with the Winchester Emergency Communication Center (ECC) Computer Aided Dispatch (CAD) system.

RESPONSIBILITY

It shall be the responsibility of WFRD to define the apparatus needs for the various types of emergency incidents. The ECC shall program into the CAD system these run resources and dispatch appropriately upon call type need.

UNIT DEFINITIONS

- | | | |
|---------------------|--------------------|-----------------------------|
| W - Engine or Wagon | M - Medic Unit | B - Engine, Wagon, or Truck |
| T - Truck | A - Ambulance Unit | Q - Extrication |
| Z - Boat | O - Battalion 6 | H - Tanker |
| X - Hazmat 6 | C - Canteen 6 | TW - Tower |
| D - Dispatcher | CB - Command Bus | LS - Leak & Spill |
| CH - Chaplain | HM - Hazmat Unit | PO - City PIO |

SPECIAL INCIDENT DISPATCHING

In addition to the preprogrammed unit response criteria, the ECC shall dispatch/request additional resources for the following incident types:

1. Structure Fires - A "Working Fire Dispatch" will be automatically dispatched for all confirmed structural fire incidents by the ECC. The officer in charge of any incident type may request this resource at any time. The "Working Fire Dispatch" shall consist of a unit/manpower request for Tower-16, Valley Medical Transport (Frederick County medic unit if Valley medical is not available), Canteen 6, the Chaplain group, electric utility, City PIO, and the building official.
2. 2nd Alarm - The City of Winchester mobile command bus, and a dispatcher shall automatically be dispatched by ECC when a 2nd alarm is requested or by the request of the officer in charge. Station fills shall be initiated by the ECC at this time

OFFICER TEXT PAGE

In addition to the preprogrammed CAD response criteria, the ECC shall initiate the Officer Text Page when the following incident types occur:

- Working Structure Fire
- Motor vehicle accident with confirmed entrapment
- Any incident with 3 or more patients
- Any incident with responder injury or fatality
- Any incident with civilian injury or fatality
- Any incident when two or more City stations are being filled
- Activation of the Hazmat team
- Call for mutual aid
- Weather warnings

STATION FILL CRITERIA

The following station fill drawdown chart shall be used when initiated by the ECC or at the request of an officer in charge at an incident:

Fill Location	Unit Type	Unit Request	Jurisdiction Location
Station 1 - Friendship	Pumper	Engine 22	South Berkeley 304-263-1330 or Metro Channel
Station 1 - Friendship	Medic	Frederick County	Frederick County
Station 2 - Rouss	Aerial	1 st - Truck 21 2 nd - Truck 51	Mount Weather Strasburg
Station 4 - Shawnee	Pumper/ Extrication	Engine/Rescue 12 Boyce Rescue Squad	Middletown Boyce
Station 4 - Shawnee	Medic	Frederick County	Frederick County
Station 5 – South End	Pumper	Engine 51	Strasburg
Station 5 – South End	Medic	N/A	N/A

If any of the above units are not available, Clarke, Warren, or Shenandoah Counties should be contacted to fill the assignment.

RESPONSE PRIORITIES

Response priorities for all incident types will be as follows:

- **Priority 1** – Emergency response (lights and sirens). This response mode may be downgraded to priority 3 when ECC incident information deems it to be non-emergent in nature.
- **Priority 3** – Non-emergency (no lights and sirens)

CALL TYPES

ALARMS			
CARBON	Carbon Monoxide Alarm (with or without patients)	1W, 1T, 1M, 1O	
FALARM	Fire alarm	2W, 1T, 1O	
FALARMD	Fire alarm condition D	1B	
FALARMT	Fire alarm trouble	1B	Priority 3
ACCIDENTS			
ACCAIRCR	Aircraft Accident	4W, 1Q, 3M, 1O	
ACCDELAY	Delayed accident - any size	1W, 1M	
ACCIDENT	Vehicle Accident	1W, 1M, 1Q, 1O	
ACCFIRE	Vehicle Accident with Fire	2W, 1Q, 1M, 1O	
ACCTrans	Transportation Accident with/without Fire(Bus, Railroad, Tanker, Tractor Trailer)	2W, 2M, 1Q, 1O	
FIRE/SMOKE/EXPLOSIONS			
EXPFIRE	Fire with Exposure (any) (parking garage)	3W, 1T, 1M, 1O	
EXPLOSION	Explosion inside or outside	2W, 1T, 1M, 1O	
INFIRE	Inside Fire Structure/Chimney/Appliance	4W, 1T, 1M, 1O	All Avail. Units Respond
INSMELL	Inside Smell or Smoke/Electrical	2W, 1T, 1M, 1O	
OUTFIRE	Outside Fire with No Exposure (includes sewers)	1W	
OUTSMELL	Outside Smell or Smoke	1W	Priority 3
VEHFIRE	Vehicle Fire any size	2W, 1M, 1O	
WIRES	Wires down/arching	1B	
HAZMAT			
FUELSMAL	Small Fuel Spill (less 25 gallons)	1W	25 gal. or less
FUELLGE	Medium/Large Fuel Spill (more than 25 gallons)	2W, HM, LS	25 gal. or more
HAZMAT	Hazardous Materials In/Out (Ammonia Leak Alarm, Spill Inside, HazMat Detect)	2W, 1T, 1M, HM, LS, 1O	
OUTSPILL	Unknown Spill Outside	1W, HM, LS	
RUPTURE	Natural Gas Line Rupture	1W, 1HM, 1O	
PUBLIC SERVICES			
ASSIST	Assist Subject - Public Service	1B	Priority 3
FILLIN	Fill-in	1W or 1M	Priority 3
LOCKOUT	Lockout	1B	Priority 3
PUBLIC-E	Public Service EMS	1A	Priority 3
PUBLIC-F	Public Service Fire	1B	Priority 3
SPECIAL INCIDENTS			
BOMB	Bomb threat/Suspicious Package	1W, 1O	Protect in Place
SPECIAL	Special Incidents (trenches, elevator crash, industrial)	2W, 1Q, 1M, 1O	
ELEVSTUC	Stuck in Elevator	1W, 1T, 1M, 1O	
STRUCTUR	Collapse or Vehicle into Structure	2W, 1T, 1M, 1O	
WATER	Water or Ice Rescue	2W, 1T, 1M, 1Z, 1O	
WATERHAZ	Water Electrical Hazard	1W, 1T	Priority 3
2ALARM	2nd Alarm	4W, 1T, 1M, 1O, 1CB, 1D	
3ALARM	3rd Alarm	4W, 1T, 1M, 1O	
4ALARM	4th alarm	4W, 1T, 1M, 1O	