

Manitowoc – MABAS Division 128 Staging Policy

Section 1: Scope

The objective of Staging guidelines is to provide a standard system of initial placement for responding apparatus, personnel, and equipment prior to assignment at tactical MABAS incidents within MABAS Division 128.

Section 2: Terms and Definitions

Level I staging: See below

Level II staging: See below

Section 3: Level I – Staging

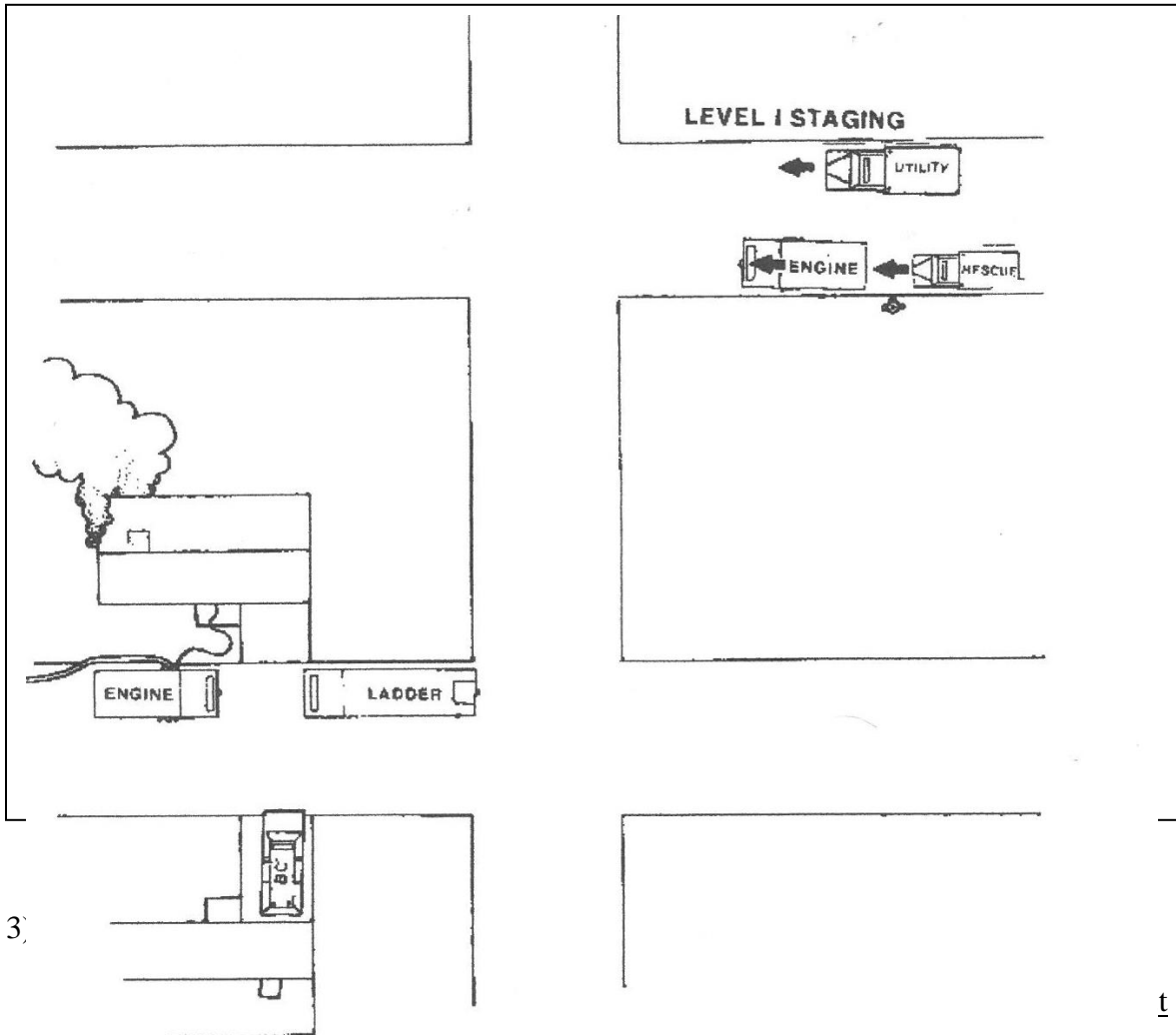
- 1) Level I Staging is automatically in effect for all incidents That go to the first box alarm or higher.
 - i.) During any multi-company response, companies should continue responding to the scene until a company reports on scene. In situations where the simultaneous arrival of first due companies is possible, the affected officers shall utilize radio communications to coordinate activities and eliminate confusion. **It will be the ongoing responsibility of JDC to confirm the arrival of the first on-scene unit.**

Once a company announces arrival on scene, Level I Staging will be implemented in the following manner:

2) **For Fires, Hazardous Materials, and Special Operations Incidents**

- i.) The first arriving engine company will respond directly to the scene and initiate appropriate operations.
- ii.) The first arriving ladder company will respond directly to the scene. They shall announce their approach to the scene on Fire Ground Red so that Command may commit them to an assignment.
- iii.) The first chief officer will go directly to the scene and assume Command, all other chief officers should report to Staging until called for.

- iv.) All other units will stage in their direction of travel, uncommitted, approximately one block from the scene until assigned by Command. A position providing a maximum of possible tactical options regarding access, direction of travel, water supply, etc., should be selected. At no time should units self-assign.



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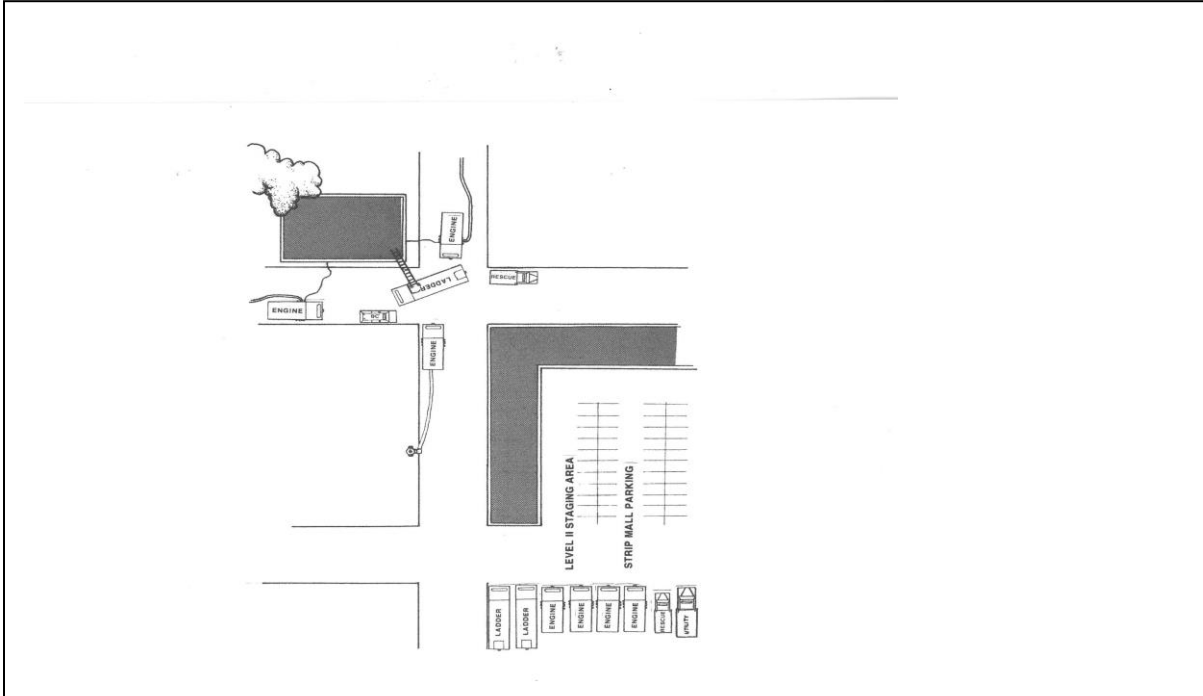
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- ii) First arriving fire support apparatus will also go directly to the scene and park their vehicle in a manner that will allow quick and unobstructed exit for patient transport.
- iii) All other companies will stage in their direction of travel, approximately one block from the incident.
- iv) Staged companies or units will announce their arrival and report their company designation and their staged location/direction (“Engine One, South”).
- v) An acknowledgement is not necessary from either the Dispatch Center or Command. Staged companies will stay off the air until orders are received from Command. If it becomes apparent Command has forgotten the company is in staged position, the company officer shall contact Command and advise him/her of their staged status.
- vi) These staging procedures attempt to reduce unnecessary radio traffic, but in no way should reduce effective communications or the initiative of officers to communicate. If staged companies observe **critical** tactical needs, they will advise Command of such critical condition and their actions.

Section 4: Level II – Staging

- 1) Level II staging is utilized when Command desires to maintain a reserve of resources on-scene, and when the need to centralize resources is required. Level II Staging places all reserve resources in a central location and automatically requires the implementation of a Staging Area Manager.
 - i) Level II Staging should be considered for any box alarm incidents. Level II staging should be implemented when Command desires to centralize resources, or simply to park apparatus in a central, unobstructed location.
 - ii) Companies which are already staged (Level I) or en-route to Level I Staging, will stay in Level I unless otherwise directed by Command. All other responding units will proceed to the Level II Staging Area. When activation Level II Staging, Command will give an approximate location for the Staging Area and request a separate radio channel for the Staging Area Manager.
 - iii) The Staging Area should be some distance away from the Command Post and the emergency scene to reduce site congestion, but close enough for prompt response to the incident site.



- iv) Command should consider Level II Staging when calling for additional resources and request a separate radio channel. This is more functional than calling for Level II Staging while units are en-route. The additional units will be dispatched to the Staging Area. Responding units should monitor both the tactical and staging channels.
- v) Command may designate a Staging Area and Staging Area Manager who will be responsible for the activities outline in this procedure. In the absence of such an assignment, the first arriving unit's officer will automatically become the Staging Area Manager and will notify Command on arrival. The arrival notification will be made to Command on the assigned tactical channel.

- vi) Due to the limited number of ladder companies, a ladder officer will transfer responsibility for Staging to the next arriving unit officer. Staging Area Managers will assign their company members as needed to assist with Staging operations, or assign them to another company.
- vii) All responding companies will stay off the radio, respond directly to the designated Staging Area, and the unit Officer will report in person to the Staging Area Manager. The crew will standby their unit with crew intact and warning lights turned off until given an assignment, or released from the scene.
- viii) When given an assignment, companies leaving staging will communicate directly with Command or their assigned sector, division, or group supervisor.
- ix) Once Level II staging is implemented, all communications involving staging will be between Staging and Command or Logistics.

2) Staff Chief Officers and Captains

- i) Arrival on the scene of Chief Officers and Captains can enhance the Command organization and incident management. Unless arriving staff officers have predetermined responsibilities (i.e., Safety, Haz Mat), these officers should assume a Level I staging posture and announce their arrival on the tactical channel. If the Staging Area Manager has been assigned a separate radio channel, notifications should be on the designated channel.
- ii) Vehicle parking at the site can be limited. Staff officer should leave support vehicles in the staging area, or park well off the road (i.e., parking lots) so as not to restrict on-site access by fire apparatus.