

FRANKLIN COUNTY DEPARTMENT OF EMERGENCY SERVICES

- UNIT STAFFING LEVEL REPORT GUIDELINE -

Unit Staffing Level Report

Adopted: **June 28, 2005** Due for Review: **12/27/05**

Effective: **September 28, 2005**

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PURPOSE:

- A. To establish a guideline for reporting of staffing of fire/rescue apparatus.
- B. To assist the Incident Commander in determining the total staffing of qualified personnel to assist in the proper planning of operational tactics and objectives.

PROCEDURES:

- A. Each unit shall report their total unit staffing to headquarters during response.
- B. Each unit shall also provide their total staffing on arrival on scene or at a staging area.
- C. The unit staffing shall include the driver /operator, officer and all firefighter/rescue personnel.
- D. The unit staffing **SHALL NOT** include Junior Members and/or Probationary Members.
- E. Headquarters can track responding units, their respective staffing level and when appropriate, they can relay the units responding and the TOTAL staffing of all units to the Senior Officer or primary unit of the first due department.

EX: Headquarters, Engine 291 is responding with 4
Command 29, Engine 291 is on scene with 4
Staging, Engine 291 is in staging with 4

This indicates E-291 is staffed with one (1) driver/operator, one (1) unit officer and two (2) firefighter/rescue personnel.