

SUBJECT: STAGING LEVELS I AND II**SECTION:** 300.05**REVISED:** OCTOBER 15, 2003**PAGE(S):** 4

PURPOSE

Provide a standard system of initial placement for responding apparatus, personnel, and equipment prior to assignment at tactical incidents.

POLICY

- A. Effective utilization of these procedures will:
1. Prevent excessive apparatus congestion at the scene.
 2. Allow time for Command to evaluate conditions prior to assigning companies.
 3. Place apparatus in an uncommitted location close to the immediate scene to facilitate more effective assignment by Command.
 4. Reduces radio traffic during the critical initial stages of the incident.
 5. Allow Command to formulate and implement a plan without undue confusion and pressure.
 6. Provides a resource pool from which Command may assign units and resources at his/her leisure.

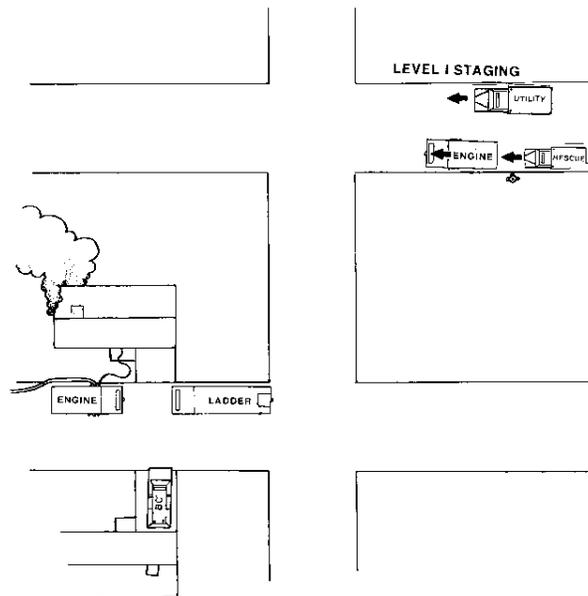
LEVEL I STAGING

- A. Level I Staging is automatically in effect for all incidents involving three or more companies responding.
- B. During any multi-company response, companies should continue responding to the scene until a company reports on the scene. In situations where the simultaneous arrival of first due companies is possible, the affected officers should utilize radio communications to coordinate activities and eliminate confusion. It will be the ongoing responsibility of Dispatch to confirm the arrival of the first on-scene unit.
- C. Once a company announces arrival on the scene, Level I Staging will be implemented in the following manner:

For Fires, Hazardous Materials Incidents, and Special Operations

1. The first arriving engine company will respond directly to the scene and initiate appropriate operations.

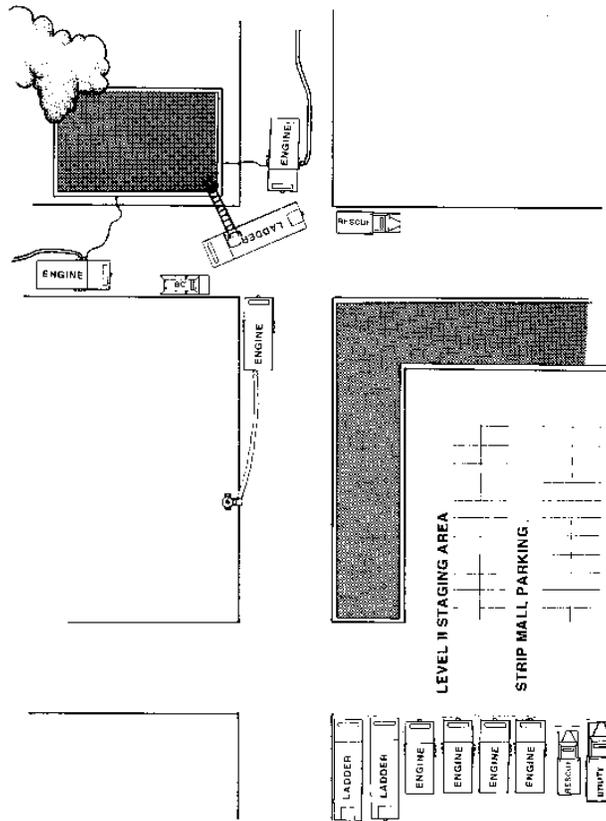
2. The first arriving ladder company will respond directly to the scene. They shall announce their approach to the scene so that Command may commit them to an assignment.
3. The first Chief Officer will go directly to the scene and assume Command, all other chief officers should report to Command.
4. 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.



LEVEL II STAGING

- A. 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 Sector Officer.
- B. Level II Staging will be implemented for all greater alarm incidents. Level II Staging should be considered for first alarm medical or hazardous materials incidents, or other incidents in which Command desires to centralize resources, or simply to park apparatus in a central, unobstructed location.
- C. Companies which are already staged (Level I) or en-route to Level I Staging, will stay in Level I Staging unless otherwise directed by Command. All other responding units will proceed to the Level II Staging Area. When activating Level II Staging, Command will give an approximate location for the Staging Area and request a separate radio channel for the Staging Sector.

- D. 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.



- E. 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.
- F. Command may designate a Staging Area and Staging Officer who will be responsible for the activities outlined in this procedure. In the absence of such an assignment, the first Fire Department officer to arrive at the Staging Area will automatically become the Staging Officer and will notify Command on arrival. The arrival notification will be made to Command on the assigned tactical channel.
- G. Due to the limited number of ladder companies, a ladder officer will transfer responsibility for Staging to the first arriving engine company officer. Staging Officers will assign their company members as needed to assist with Staging operations, or assign them to another company.
- H. All responding companies will stay off the air, respond directly to the designated Staging Area, and the Company Officer will report in person to the Staging Officer. The crew will standby their unit with crew intact and warning lights turned off until assigned incident site duties, or released from the scene.

- I. When assigned to on-site duties, companies leaving staging will communicate directly with Command or their assigned sector officer for instructions.
- J. Once Level II staging is implemented, all communications involving staging will be between Staging and Command or Logistics.