

SUBJECT: STATION ALERTING SYSTEM**SECTION:** 200.03**REVISED:** FEBRUARY 15, 2008**PAGE(S):** 1

PURPOSE

To provide a means of notifying personnel in the Fire Station of emergency alarm information.

POLICY

The alerting systems in the Fire Stations are the Plectron and Minitor alerting systems, as well as the Advisor alpha paging system and Mobil Data Computer System. Any malfunction of the alerting systems shall be reported immediately to the Shift Supervisor, who shall contact the Assistant Chief in order to coordinate efforts with the Hamilton County Communications Center.

SCOPE

Alarm notification shall be made by the Hamilton County Communications Center by use of the above described alerting systems.

PROCEDURE

- A. The Plectron System is to be left ON at all times.
- B. The volume controls on the Plectron and amplifier shall not be changed without the approval of the Shift Supervisor. The Shift Supervisor will notify the Chief of the reasons for the change.
- C. Reset the Plectron indicator light on the unit by use of the appropriate reset switch as needed.

RESPONSIBILITY

It shall be the responsibility of all members to adhere to this policy and to maintain their personal alerting equipment in functional order.