
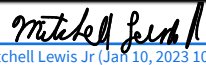

	<u>Charles County Emergency Services</u>	
	Subject: Charles County Battalion Chief Program	SOG # 04-16
	Mark Kaufmann, Jr.,  County Volunteer Fire Chief	Approved: 10-2022
	Mitchell Lewis Jr.,  <small>Mitchell Lewis Jr (Jan 10, 2023 10:19 EST)</small> County Volunteer EMS Chief	Initiated: 08-2022
	Michelle Lilly  Director of DES	Revised:

I. Purpose

To establish a program with guidelines to ensure that the key elements of the National Incident Management System (NIMS), as well as actions of high priority are performed while operating at emergency scenes.

II. Scope

This program shall apply to all Company Chief Officers or their designee who are qualified to the Charles County Volunteer Firemen's Association (CCVFA) minimum standard for fire officers Chief Officer Level.

III. Responsibility

This program will ensure but is not limited to the following:

- a. Develop and maintain a means of communication to disperse essential information to the chiefs of each participating company.
- b. Ensure that a command officer is responding on all major incidents within Charles County
- b. Ensure that Command is established on all working and active incidents
- c. Ensure that CCVFA Standard Operating Guidelines are utilized with relation to the incident
- d. Accountability of emergency workers is maintained
- e. Incident operations are conducted in a safe manner

f. Ensure that all other staff level positions in the command structure are filled as needed when staffing permits

g. Ensure all Companies are familiar with participating companies' equipment, capabilities and first due areas through combined drills, training, and effective communication

IV. Program Overview

The County will be divided into four (4) Battalions; each based on the geographical layout of the county and the stations' relative distance to surrounding companies.

All qualified Chief Officers are encouraged to participate.

The battalions are assigned by geographical location and companies to make up each are as follows:

Northside Battalion: Companies 1, 3, 12

Westside Battalion: Companies 4, 7, 8, 9, 11

Southside Battalion: Companies 6, 10, 14,

Eastside Battalion: Companies 2,5,15

- a. All Battalion Chiefs will meet the minimum standard set forth by the CCVFA for Fire Chief Officers.
- b. Qualified members who are not Chief Officers in the county must meet the minimum standard of a Chief Officer, be approved by their department chief and the other chiefs within their respect battalion. This must be updated each fiscal year and certifications submitted to the Standards Committee for record keeping and accountability.
- c. Each battalion shall attempt to hold a quarterly drill within their respected battalion.
- d. The Chief of each company shall ensure that essential information and events regarding their respective first due areas are relayed to the Chief of the other companies to ensure situational awareness in our geographical areas.
- e. The Battalion chief position is not designed to take over a departments area, but to assist the incident commander when necessary
- f. The staffing of the chief's respective department apparatus takes precedent over the battalion.

V. Dispatch

- a. A dedicated pager tone shall be assigned for each Battalion Chief. It will be the responsibility of each company to ensure that all eligible officers' pagers are programmed with their respective Battalion Chief tones. Pagers have the capability to have multiple tones programmed. Other models can also be programmed with a single tone only. There should also be a text messaging service associated with the battalions.

Pager Tones:

BCHN - A=600.9 and B=1011.6

BCHW - A=489.0 and B=822.2

BCHS - A=449.0 and B=912.0

BCHE - A=1011.6 and B=600.9

- b. Each company shall have an MDT in the response vehicle being utilized by the battalion chief with the B/C designations programmed.
- c. The Battalion Chief will be dispatched on all responses that are designated on run cards and at the request of an on-scene incident commander or unit.
- d. When a working incident is determined and additional alarm, taskforce, or working fire upgrade is requested the respective battalion will be re-alerted as well as the next closest battalion.
- e. If the dispatched battalion chief does not respond within the challenge period, another qualified chief from the battalion may respond to cover this position. If no other chief officer is responding to the call the next battalion will be alerted to cover the battalion that failed to respond.
- f. On large scale incidents, additional battalion chiefs may be requested and shall be dispatched as needed, based on their locality to the incident.

VI. Response

- a. The Officer responding as the Battalion Chief will mark on the air as Battalion Chief ?? depending on what their Chief Officer designation is. (i.e., Battalion Chief 3 *denotes Chief 3 is running as the battalion* or Battalion Chief 1B *denotes that Chief 1B is running as the battalion)
- b. The Battalion Chief should respond to incidents in his/her department's command vehicle.
- c. If the scheduled battalion chief does not hold a chief officer's rank their designation would be Battalion Chief XX "C".

VII. Arrival/Operations

- a. Upon arrival, the Battalion Chief will establish command and assume the role of Incident Commander (IC) if a stationery Command Post has not already been established. If a stationary command post has been established, the Battalion Chief shall report to the Command Post to do a face-to-face consultation with the IC, remain at the command post as an aide or, receive an operational assignment (i.e., Safety Officer, Division/Group Supervisor)

VIII. Management

- a. Each battalion shall create a working duty calendar public to the other battalions to ensure coverage for the county. In addition, the Association will develop a county-wide calendar for situational awareness of battalion coverages or vacancies.
- b. Develop and maintain a means of communication to disperse essential information to the chiefs of each participating company from each sector and the county
- c. Each sector shall have quarterly training/drill/meeting for the battalion level to ensure everyone is operating at full capacity.

- d.** Each department is responsible for submitting a roster of qualified Battalion chiefs and notify the body of any additions or subtractions from the roster to ensure accountability.











Battalion chief SOG

Final Audit Report

2023-01-10

Created:	2023-01-06
By:	Michelle Lilly (lillym@charlescountymd.gov)
Status:	Signed
Transaction ID:	CBJCHBCAABAAfz9C-w9z6KcdgDywGx1KY1dt20O61h6p

"Battalion chief SOG" History

-  Document created by Michelle Lilly (lillym@charlescountymd.gov)
2023-01-06 - 8:46:43 PM GMT- IP address: 167.102.160.10
-  Document emailed to chiefems@ccvfireems.org for signature
2023-01-06 - 8:47:20 PM GMT
-  Email viewed by chiefems@ccvfireems.org
2023-01-06 - 8:49:45 PM GMT- IP address: 205.153.92.130
-  Signer chiefems@ccvfireems.org entered name at signing as Mitchell Lewis Jr
2023-01-10 - 3:19:29 PM GMT- IP address: 172.226.142.64
-  Document e-signed by Mitchell Lewis Jr (chiefems@ccvfireems.org)
Signature Date: 2023-01-10 - 3:19:31 PM GMT - Time Source: server- IP address: 172.226.142.64
-  Document emailed to chieffire@ccvfireems.org for signature
2023-01-10 - 3:19:32 PM GMT
-  Email viewed by chieffire@ccvfireems.org
2023-01-10 - 3:21:13 PM GMT- IP address: 173.44.78.119
-  Signer chieffire@ccvfireems.org entered name at signing as Mark A Kaufmann Jr
2023-01-10 - 3:21:29 PM GMT- IP address: 173.44.78.119
-  Document e-signed by Mark A Kaufmann Jr (chieffire@ccvfireems.org)
Signature Date: 2023-01-10 - 3:21:31 PM GMT - Time Source: server- IP address: 173.44.78.119
-  Agreement completed.
2023-01-10 - 3:21:31 PM GMT

