

HR LF	HR HF	<p align="center"><b>Massachusetts</b> <b>Fire District - 14</b> <b>Dive Rescue Team Dispatch Procedures</b> <b>DRT 3300-20-004</b></p>	<p align="center">Effective Date 01/17/2020</p>
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**I) PURPOSE/SCOPE/APPLICATION**

- A) Purpose of this SOG is to establish dispatch procedures for the control point for District 14 Dive Rescue activation.
- B) This SOG will identify Control Point Procedures, Response Levels, and Apparatus to responded.
- C) This Standard Operating Guideline shall apply to all team members and the District 14 Control Point.

**II) REFERENCE DOCUMENTS**

- A) N/A

**III) DEFINITIONS**

- A) Control Point – The central dispatch point for District 14.
- B) Communications Device – Any electronic device that can be utilized to receive a text notification of emergency deployment and location of an emergency incident by team members. Team members shall supply their own electronic devices.

**IV) SPECIALIZED ROLES AND RESPONSIBILITIES**

- A) All members shall be responsible for enforcing this SOG.

**V) SAFETY**

- A) N/A

**VI) ENFORCEMENT**

- A) Failure to understand this Standard Operating Guideline may result in disciplinary action.

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- B) Any deviation from this Standard Operating Guideline may require a written report to the Chief overseeing the team and/or the District 14 Chair.
- C) This policy is for internal use only and does not enlarge an employee's civil liability in any way. The policy should not be construed as creating a higher duty of care, in an evidentiary sense, with respect to third party civil claims against employees. A violation of this policy, if proven, can only form the basis of a complaint by this department for non-judicial administrative action in accordance with the laws governing employee discipline.

**VII) STANDARD OPERATING GUIDELINE**

A) Control Point Procedures

- 1) Upon receipt of a Dive Rescue incident, District 14 shall page out the appropriate response based on the following information:
  - (a) The response shall be based on the operation capability of the requesting department. They may need an Advisory response for an ongoing emergency incident or request an Advisory response for a non-emergency incident. A non-emergency response may be to advise for a potential technical rescue response, may assist with planning a technical rescue response, offer recommendations on full or partial team response, or assist with developing a site safety plan for an Incident Commander.
  - (b) Based on information received by the requesting community, the Control Point will page out the appropriate staff for either an Advisory Team Response, Single Squad Response or full Team Response.
    - (1) Advisory Response: At least 1 Operational Chief and 1 or more Team Leaders.

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(2) Dive Level 1 Response: 1 or more Operational Chief(s), 3 Team Leaders, and the squad on call shall be paged out. The Squad Leader shall determine if his total members are trained to the requested dive level response and their availability. The Operational Chief(s), Team Leaders and/or Squad Leader(s) may request additional members and resources if the incident requires it.

(3) Dive Level 2 Response: All available Operation Chiefs and all team members.

**B) Staging Area**

- 1) The Control Point will ask the requesting department for a staging area location that is large enough to stage the Dive Rescue Team and their equipment required for the incident.
- 2) The Control Point will page out the incident location, local Incident Commander, staging area address, technical rescue discipline being requested, Response Level Being Requested, and proper dive vehicles/equipment that will be needed for the incident.
- 3) Hopkinton Rescue 1 and Framingham Dive Rescue 1 will respond to any/all water rescue incidents.

**C) Initial Response Squad By Month**

- 1) Squad 1 – January, May, September
- 2) Squad 2 – February, June, October
- 3) Squad 3 – March, July, November
- 4) Squad 4 – April, August, December

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- 5) Notify Incident Command to have an ALS ambulance on scene just for team personnel.
- 6) Control Point will notify all cities/towns of the dive rescue incident and the city/town where the incident is located via district radio.

**VIII) RECORDS, REPORTS, CHARTS, FORMS**

A) N/A

<p>Sog Review Dates:</p>
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