

HR LF	HR HF	Massachusetts Fire District - 14 District Assistants Team Team Activation 3500-23-002	Effective Date 08/08/2023
LR LF	LR HF		

I) PURPOSE/SCOPE/APPLICATION

- A) The Purpose of this standard Operating Guideline (SOG is to identify the procedure for the Fire District 14 District Assistance Team (DAT) activation and deployment.
- B) This SOG will cover local community requests, team notification, member deployment, and team preparedness.
- C) This SOG will be applied whenever the DAT is requested

II) REFERENCE DOCUMENTS

- A)

III) DEFINITIONS

- A)

IV) SPECIALIZED ROLES AND RESPONSIBILITIES

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

V) SAFETY

- A)

VI) ENFORCEMENT

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

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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) Fire District 14 DAT Activation

- 1) Activation of the Fire District 14 DAT may be requested by a local jurisdiction within the region by contacting the Fire District 14 Communications Center. At a minimum, the following information will be needed for the DAT response.
 - (a) The type of incident
 - (b) The location of the incident
 - (c) Resources on scene or enroute to the incident
 - (d) The location of the Incident Command Post.
 - (e) The IC contact information includes cell phone number.
- 2) D14 Communications will alert the DAT via the I Am Responding (IAR) app announcing the DAT activation to determine availability and to standby for additional information. The D14 DAT Leader(s) will contact D14 Communications and get a contact and phone number to call.
- 3) The local IC will be called to determine the scope of their needs. Based on the information gathered, the Team leader will determine the level of team activation, either partial or full. The Leader will notify Fire District 14 communications to provide level of need of DAT members and assembly location.

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4) DAT activation will occur for any request by the local jurisdiction or by an activation of an Intra-District Strike Team response.

B) Fire District 14 Notification and Deployment

1) The DAT Team Leader may select an "Advance Person" to respond immediately to the incident scene. Sending an advance person will assist the DAT with the assimilation of the current organizational structure and with organizational development and determine additional DAT resources.

2) All other DAT members shall respond to the designated staging area and proceed to the incident as a team

C) Team Deployment Personal Requirements

1) Fire District 14 DAT members should be self-sustaining for an operational period. Self-sustaining means that team members should be able to complete their work tasks and sustain themselves with food, water, sleeping quarters, etc. As the team is requested during times of fully deployed resources, the DAT does not wish to create more resource demands for the local jurisdiction. The affected areas where the team will be deployed will often have no utilities, services, food or water available.

2) Appendix A lists personal items that shall be the responsibility of the team member being deployed.

D) Activation of the Fire District 14 DAT Outside the Region

1) The State Fire Marshal's Office or MEMA shall notify the District Control Point Communications Center and request the team

E) Team Member Availability

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1) For deployments in the District, members should strive for a two hour response time to the incident from notification time. If the deployment is outside of the Fire District 14, members should strive for a two hour response time to the assembly point which is identified as the Fire District 14 communication center. Personnel agreeing to participate in “on-call status” are committing to being available for a possible 72 hour deployment. It will be the Team Leader’s responsibility to minimally fill the following positions from the list of members when necessary:
(Double duty staffing will be allowed)

- (a) Team Leader
- (b) Operations Section Chief
- (c) Planning Section Chief
- (d) Logistics Section Chief
- (e) Safety Officer
- (f) Public Information Officer
- (g) Liaison Officer
- (h) Communications Unit Leader

VIII) RECORDS, REPORTS, CHARTS, FORMS

A)

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Sog Review Dates: