

<b>INITIAL RADIO REPORT (IRR) UPDATED RADIO REPORT (URR)</b>		<b>TROY FIRE DEPT. TACTICAL PLAN 204.08</b>
<i>Issue</i>	<i>08-15</i>	<i>Page 1 of 3</i>

Two of the most critical radio transmissions that occur on the fire ground occur a) upon arrival, and b) immediately following the 360° size up of the incident. These two messages relay important information to the firefighters about the plan the IC has for the responding units. Taking the time to perform them accurately allows the crews to perform according to that plan. This plan is required not only by department policy, it is required by MI-OSHA rule, and reinforced by national standards. Establishing and communicating a plan aids efficiency and increases the overall level of safety and awareness.

### **ARRIVAL & SIZE-UP**

When arriving at the scene, the first unit (apparatus or officer) shall call “arrival” and give an initial size up over the radio. The initial size-up will either report "checking", "smoke showing", or "working fire" depending upon observed conditions.

### **EXAMPLES – INITIAL RADIO REPORT:**

**UNIT:** “Dispatch, Engine 1 arrival, Checking.”

**DISPATCH:** “Copy, Engine 1 arrival, Checking.”

**UNIT:** “Dispatch, Engine 1 arrival, Smoke Showing.”

**DISPATCH:** “Copy, Engine 1 arrival, Smoke Showing.”

**UNIT:** “Dispatch, Engine 1 arrival, Working Fire.”

**DISPATCH:** “Copy, Engine 1 arrival, Working Fire.”

Depending upon the assigned dispatch level for the station (e.g., Still Alarm, Full Alarm, or Box Alarm), the first arriving unit may upgrade the incident to the next level. In most incidents, this means upgrading from a Full Alarm to the Box Alarm level.

### **EXAMPLES – INITIAL RADIO REPORT w/UPGRADE:**

**UNIT:** “Dispatch, Engine 1 arrival, Smoke Showing. Upgrade this incident to a Box Alarm assignment”

**DISPATCH:** “Copy, Engine 1 arrival, requesting an upgrade to a Box Alarm assignment.”

**UNIT:** “Dispatch, Engine 1 arrival, Working Fire. Upgrade this incident to a Box Alarm assignment”

**DISPATCH:** “Copy, Engine 1 arrival, requesting an upgrade to a Box Alarm assignment.”

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### UPDATED RADIO REPORTS

After the first arriving unit announces their "Arrival", a 360° size up shall be conducted. The 360° size-up report should include the following information:

- Size, height & type of structure
- Current observed conditions (What have you got, where do you see it)
- Action plan (Offensive, Defensive, Transitional / From which side)
- Tactical channel assignment
- Establishment of Command.

Basements and their type should be addressed if they are involved, or they are obvious (smoke or fire in the basement, basement is a walkout style)

The action plan is simple; the IC must decide if crews will be operating in the Offensive or Defensive strategy. Simply put, will firefighters be operating "In or Out" of the structure? This decision is made based upon conditions, manpower and resources available at the time of the decision.

### EXAMPLES – UPDATED RADIO REPORT:

**UNIT:** "Dispatch from Chief 3

**DISPATCH:** Go ahead Chief 3.

**UNIT:** We have a large, 1-story, commercial occupancy with smoke visible on the Charlie side. Units will be operating in the offensive strategy from the Delta side. All units will operate on Tac-3. Chief 3 is establishing Main St. Command."

**DISPATCH:** "Copy, Chief 3 is reporting a working fire in a large commercial occupancy; operating with an offensive strategy from the delta side on Tac-3; establishing Main St. Command."

**UNIT:** "Dispatch, from Engine 1

**DISPATCH:** Go ahead Engine 1.

**UNIT:** Engine 1 is reporting a working fire in a small, 1-story, residential with flame and smoke visible on the Bravo & Charlie sides. Units will be operating in the offensive strategy from the Alpha side. All units will operate on Tac-7. Engine 1 is establishing Main St. Command."

**DISPATCH:** "Copy, Engine 1 is reporting a working fire in a residence; operating with an offensive strategy from the alpha side on Tac-7; establishing Main St. Command."

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**UPDATED RADIO REPORTS (Continued)**

The first arriving apparatus responds directly to the incident scene, since this becomes our working platform from which our Staging Area is generally established. All other apparatus should call “Arrival – Staged”, until assigned by Command. No apparatus should pass their last tactical option (e.g.: Engine @ hydrant; Ladder, Rescue, Air Tender @ intersection) without an assignment from Command

Other fire officers/staff arriving at the incident shall announce their arrival on the tactical talk group/channel, or preferably, face to face at the Command Post.

**ESTABLISHING COMMAND**

The first arriving unit has the option to establish Command upon arrival. It is recommended that if an officer calls “enroute”, the 1<sup>st</sup> arriving unit not establish Command, and allow that officer to establish Command upon their “arrival.” The senior officer/firefighter at the incident shall be in charge of the incident. Whenever “Command” is established, it shall be preceded with the street name or business name to identify that particular incident.

**PROGRESS REPORT**

During any working incident, the Incident Commander shall provide a timely progress report to the dispatch center. This report shall be given after initial actions have been implemented and may include a more accurate size-up/description of the incident, current fire department actions, corrected address, request for additional resources, fire under control, primary search completion, etc.

**TWENTY (20) MINUTE ELAPSED TIME REPORTS**

When the first unit calls arrival, the dispatch center shall announce time benchmarks to the IC approximately every twenty (20) minutes during working structure fires. These benchmarks shall be transmitted until the fire is declared under control or when the IC advises the dispatch center that they are no longer necessary.