

# GLASGOW FIRE DEPARTMENT

## Standard Operating Guideline

<b>GUIDELINE: STAGING</b>			<b>SECTION: 302</b>
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### BASIC OPERATIONAL APPROACH

1. The intent of staging procedures is to provide a standard system of initial placement for responding apparatus, personnel, and equipment prior to assignment at tactical incidents.
2. Effective utilization of these procedures shall:
  - a. Prevent excessive apparatus congestion at the scene.
  - b. Allow time for command to evaluate conditions prior to assigning companies.
  - c. Place apparatus in an uncommitted location close to the immediate scene to facilitate more effective assignment by command
  - d. Produce more effective communications by virtue of reducing radio traffic during the critical initial stages of fire operations.
  - e. Allow command to formulate and implement a plan without undue confusion and pressure.
3. Staging involves two (2) levels: Level I and Level II:
  - a. Level I staging is automatically in effect for all incidents involving two (2) or more units.
  - b. Level II staging supersedes Level I when ordered by command.
4. Command staff vehicles shall not stage on arrival at an incident. These vehicles should be parked outside the operational area where they shall not restrict access to the scene.
- 5.

### LEVEL I STAGING

1. Level I staging shall automatically apply to multi-unit responses unless otherwise ordered by command. Level I staging involves the following.
  - a. The first arriving engine/ladder shall respond directly to the scene and shall operate to best advantage and secure a water supply if necessary.
  - b. The next arriving ladder/engine company shall respond directly to the scene and if needed secure a water supply for first arriving company.
2. Any other units shall stage, uncommitted, approximately one block from the scene, which will provide a maximum of possible tactical options with regard to access, direction of travel, water supply, etc.
3. These staging procedures attempt to reduce routine traffic, but in no way should reduce effective communications or the initiative of officers to communicate.

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### LEVEL II STAGING

1. Level II staging is used when an on-scene reserve of companies is required. These companies are placed in a staging area at a location designated by command. When command announces, "Level II staging", all companies shall report to and remain in the staging area until assigned. First alarm companies shall continue with Level I staging unless ordered otherwise. When going to Level II, command shall give an appropriate location for the staging area. All responding units shall proceed to the Level II staging area.
2. The staging area should be located away from the command post and from the emergency scene to provide adequate space for assembly and for safe effective apparatus movement.
3. When calling for additional resources, command should consider Level II staging at the time of the call. This is more practical than calling for Level II staging while units are enroute. The additional units will be dispatched to the staging area.
4. Command shall designate a staging area and staging officer who will be responsible for the activities outlined in this directive.
5. Staging officers shall assign their company members to the best advantage.
6. In some cases, command may ask the staging officer to scout the best location for the staging area and report back to command.
7. All radio communications involving staging shall be between staging and command. All responding companies shall stay off the air, respond directly to the designated staging area, and report in person to the staging officer. They shall remain with their unit with crew intact and warning lights turned off.
8. When directed by command, the staging officer shall verbally assign companies to report to specific sectors by instructing them where and whom to report. Staging shall then advise command of the specific unit/units assigned.
9. Staging shall give command periodic reports of available companies in staging. Command shall utilize this information to request additional resources.
10. A staging officer shall also be responsible for the following functions:
  - a. Coordinate with the police department to block streets, intersections, and other access required for the staging area.
  - b. Ensure that all apparatus is parked in an appropriate manner.

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- c. Maintain a log of companies available in the staging area and inventory all specialized equipment that might be required at the scene.
- d. Progress reports to command indicating number and type of units available.
- e. Assume a position that is visible and accessible to incoming and staged companies.
- f. In some cases, the staging officer may have to indicate best direction of response and routing for responding companies to get into the staging area.