

## Response

The ACT Rural Fire Service Chief Officer has issued this standard operating procedure under Section 38(1) of the *Emergencies Act 2004* – A Chief Officer may determine standards and protocols.

### Purpose

This standard operating procedure (SOP) is to ensure that resources are despatched in a timely manner.

### Applicability

This standard operating procedure (SOP) is to be used by the Incident Controller or ACT Rural Fire Service (ACT RFS) Duty Officer for the dispatch of RFS units in response to an incident, in cooperation with the ESA Communications Centre (COMCEN) and ACT Fire and Rescue.

### Background

The first response to all bush, grass and rural structure fires and rural vehicle accidents in the ACT will be by the nearest available and most appropriate resource, irrespective of jurisdiction or Service, as stated in the Notifiable Instrument: Commissioner's Guidelines: Concept of operations for bush and grass fires.

- Appropriateness is based on the type of unit required for the incident
- Nearness is based on the travel time from dispatch to arrival at the incident as identified by the Computer Aided Dispatch System (CAD) in the ESA Communications Centre (COMCEN).

### Responsibilities

Brigade members	Respond to requests as required and available.
RFS Duty Officer	Responds to requests for resources.

### Operating procedure

#### Initial response

By default, and unless otherwise notified by COMCEN, an officer will be dispatched with the first response vehicle allocated to an incident. Additional officers from other brigades involved in the initial response will only be required to attend if requested by COMCEN.

If requested by the COMCEN, Incident Controller, the first officer in attendance or the RFS Duty Officer will request additional resources.

Selection of units to achieve the prescribed weight of response for the given readiness level must be based on the "nearest most appropriate units". The RFS DO initiates back-fill operations as required to the standard specified in this SOP.

### Subsequent response

The Incident Controller may request additional units through COMCEN to the RFS DO and may include attendance from another agency, aircraft or plant. This constitutes a second response.

The type of units dispatched in a second response will generally be in accordance with the Incident Controller's request, subject to:

- availability of resources
- competing demands for available resources
- other on-going incidents
- the risk of further incidents and the time it takes to mobilise additional resources.

### Back-fill operations

Back-fill operations involve bringing in other units from further out to fill capability coverage caused by the initial response and other incidents.


The goal of back-fill is to ensure that the RFS is able to maintain a response capability even when a significant number of units have already been deployed to an incident or incidents. Back filling is at the discretion of the ACTRFS DO using dynamic risk management.

## Document information

### Version history

Author	Version	Version Approval Date	Summary of Changes
Andrew Stark	1.0	15/02/2011	Version 1.0
Rohan Scott	2.0	16/03/2020	Reviewed and updated
Steve Quinlan	2.0	27/03/2023	Administrative review

### Approved by

Name	Title/Role	Signature	Date
Rohan Scott	CO ACT RFS		08/02/2024

### Document Owner

Position	Section
RFS Director	Operations

Next review due: 01/02/2027

### Related documents

Document name
<a href="#">Emergencies Act 2004</a>
Notifiable Instrument: <a href="#">Commissioner's Guidelines: Concept of operations for bush and grass fires</a>
2.2.14 Crewing Arrangements for Operational Incidents
2.2.15 Urgent Duty Driving Standard Operating Procedure

Signed documents will be scanned and filed in TRIM.