



**FIRE CHIEF'S ASSOCIATION OF
BROWARD COUNTY**
Mutual Aid & Communications Committee

Mutual Aid Radio Assignment Procedure

Purpose:

To provide consistency in the handling of significant mutual aid incidents, especially those involving multiple dispatch centers.

Defined:

A significant mutual aid incident is one that requires Level 2 staging of incoming units.

Procedures:

- CDC-1 (Broward Sheriff's Office) will be the primary communications center that assigns mutual aid channels (Operations, Staging, Medical, etc.) to requesting agencies.
- When an agency is requesting a mutual aid channel for a significant mutual aid incident, CDC-1 will designate 3 channels, Operations, Medical, and Staging.
- The requesting agency's dispatch shall maintain control of the incident and monitor the assigned mutual aid channels.
- Tracking of responding units (enroute, arrival, available, etc.) will be done by each responding unit's home dispatch.
- Responding mutual aid units shall be given the Staging channel for primary communications with the incident through the Staging Officer. Any communications regarding routing or incident status shall be conducted on the Staging channel.
- The requesting agency shall consider requesting additional chief officers to act as a Staging and Medical Officers if needed.

- In order to limit talk on the assigned mutual aid channel for Operations, all units will respond and arrive on their home dispatch talk group. All units should monitor the assigned mutual aid channel for Operations but refrain from talking until assigned by the Staging Officer or Command.
- Only the Staging Officer, Medical Officer, or assigned units will communicate directly with Command on the assigned mutual aid channel.
- Once assigned by the Staging Officer or Command, units may then switch to either the Operations channel or Medical channel.
- Units in Staging must report to the Staging Officer for their assignment. The Staging Officer will remain in control of all Units in Staging until the incident is terminated.