

Operating Guideline # 702

Situation Reports

December 9, 2019



PURPOSE:

The purpose of this Operating Guideline (OG) is to describe the “Situation Report” (SITREP) that is provided by the first arriving apparatus at the scene of an emergency incident.

ISSUE/RATIONALE:

The first arriving fire department apparatus at an emergency incident affords the best opportunity for a trained emergency responder to provide clear and critical information for other responders so that they can prepare to take supporting actions that are necessary for the safe and efficient mitigation of the incident.

GUIDELINE:

1. The officer in charge of the first arriving fire department apparatus at an emergency incident shall provide a SITREP radio report based on his/her observations upon arrival. The SITREP consists of five components as follows:

- a. **CONFIRM ARRIVAL AT A SPECIFIC LOCATION** (“Dispatch, Pump 1 is on location at 123 Anywhere Street..”)
- b. **OBSERVATIONS-** scene description including building type/construction, smoke/fire conditions, number of vehicles involved, exposure risks etc. (“... we have a two story residence, apparently legacy construction with heavy turbulent smoke showing from a second story window on the B side...”).
- c. **ACTIONS** (“... Pump 1 is advancing an attack line to the interior via the front door...”)
- d. **INSTRUCTIONS FOR INCOMING UNITS** (“... we need the next arriving apparatus to establish a water supply...”)
- e. **ESTABLISH COMMAND** (“... One Tango will be Anywhere Street Command, located on the A side of the structure.”)

2. Where applicable and known, the SITREP may also include:

- a) obvious safety concerns (i.e. – hydro lines are down, propane tanks)
- b) a declaration of the attack strategy (offensive, marginal, defensive)
- c) a description of the scene if other than a structure fire

RESPONSIBILITY:

It is the responsibility of all members to comply with the provisions of this guideline and particularly that Company Officers (supervisors) and firefighters (workers) ensure that they adhere to their duties in accordance with the Occupational Health and Safety Act.

REFERENCES:

- Occupational Health and Safety Act (RSO 1990, c. 0.1)
- MLFD OG 701 - Role and Responsibilities of the Incident Commander
- MLFD OG 1001 – Radio Channel Selection and SITREP