

**Travis County Emergency Services District No. 9**  
**Westlake Fire Department**  
**Standard Operating Guideline**

**Subject:** Apparatus Response Protocol  
**Effective Date:** May 17, 1999  
**Authorized By:** Chief Paul Barker **Revised Date:** May 1, 2004

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**I. Purpose**

To establish a standardized guideline for the initial response of apparatus.

**II. Policy**

- A. The appropriate number and type of apparatus shall respond to calls in order to minimize the risk to our personnel and equipment and to ensure that the remainder of the District remains covered.
- B. Whenever possible, all Class A engine and rescue apparatus shall have a minimum of two personnel on board. When personnel shortages necessitate the operation of a Class A engine or rescue vehicle by a single person, the driver shall exercise all necessary caution to ensure the he / she arrives safely at the call. Response time shall be sacrificed for safety when the situation arises.
- C. When personnel shortages occur, priority should be given to manning the apparatus with two personnel. When this occurs, personnel at the other station shall be prepared to cover the entire district, should another call be received.

**III. Procedure**

**A. *Minimum Initial Response Protocols***

The following guideline for minimum initial response to alarms shall be followed under normal conditions for each Station's Response Territory.

The Chief Officers and Shift Commander may change response protocols on an as-needed basis.

**ALL MEDICAL ALARMS:**

1 Engine Company

**ALL TRAFFIC INJURIES:**

1 Engine Company

**STARFLIGHT:**

1 Engine Company, Command 901

**STILL ALARM:**

1 Engine Company

**ALARM ACTIVATION (CODE 1 RESPONSE):**

1 Engine Company

**BOX ALARM (Light, Full, Heavy):**

2 Engine Companies, Command 901, (Engine 904 if in tanker response area)

Ce-Bar Engine Company

Support 902 (Secondary response if requested by the IC)

**RESCUE ALARM (Technical, Vehicle, Water)**

2 Engine Companies, Command 901

**GRASS / BRUSH FIRE:**

1 Brush Truck & 1 Engine Company

**BRUSH FIRE, 2<sup>nd</sup> ALARM**

2 Brush Trucks, Engine 904, Engine 901, Command 901

**HAZARDOUS CONDITION:**

1 Engine Company

**HAZMAT ALARM:**

2 Engine Companies, Command 901

HM 902 (Secondary Response if requested by the IC)

Support 902 for Rehab

**CONTRACT FIRE ALARM ACTIVATION:**

1 Engine Company

**CONTRACT MEDICAL ALARM:**

1 Engine Company

**B. Additional Response**

1. In the event that there are not enough personnel or apparatus on the scene, the IC will ask Dispatch for a second alarm. The second alarm may be for personnel or apparatus.
2. The IC will make every effort to get an engine company back in service or direct CeBar (or other mutual aid resources) to Station 2 for standby until resources can be cleared.

**C. Specifics**

1. The Shift Commander will staff the Command vehicle, determine the need for response and take the proper action that best suits the needs of the Department. This action may include staffing another apparatus.
2. In the event there are insufficient personnel at the station to respond the appropriate apparatus, the Shift Commander will respond or make arrangements for the response of the necessary apparatus.

3. When any support vehicle is in service, it will respond to all alarms as requested by the Shift Commander.