

	CLEARFIELD COUNTY EMERGENCY MANAGEMENT / 9-1-1 Standard Operating Procedures	Initial: 05/2013
	SOP #: Personnel 3-24	Revised:
	Subject: Emergency Operations Mode	

In an effort to reduce radio congestion during major incidents that affect numerous agencies at once the 9-1-1 or EMA On-Call person will advise the Dispatch center to announce “EMERGENCY OPERATIONS MODE.”

On Fire Dispatch Frequency...Activate County All-Call Tone. Then announce:

“CLEARFIELD COUNTY IS NOW OPERATING UNDER EMERGENCY OPERATIONS MODE. ALL RADIO TRAFFIC SHOULD BE LIMITED TO ESSENTIAL OPERATIONS ONLY, UNTIL FURTHER NOTICE. ALL NON-PRIORITY INCIDENTS SHOULD BE RECORDED ON THE EMERGENCY RECORDS LOG FOR THE DURATION. “

On Police and EMS dispatch Frequencies announce:

“CLEARFIELD COUNTY IS NOW OPERATING UNDER EMERGENCY OPERATIONS MODE. ALL RADIO TRAFFIC SHOULD BE LIMITED TO ESSENTIAL OPERATIONS ONLY UNTIL FURTHER NOTICE.”

During Emergency Operations Mode the following procedures are in place:

1. Eliminate the pre-alert for FIRE dispatch.
2. Only essential traffic should be conducted on dispatch frequencies.
3. All non emergency fire traffic should be pushed to a fire ground, or operations channel. Fire grounds may need to be shared
4. All fire companies have an Emergency Record Log (ANNEX V) to keep track of non-emergency incidents such as trees and wires down. Blank Log sheets are located in the dispatch center.
5. When Emergency Operations Mode is cancelled, the Emergency Record Log should be faxed to the Dispatch Center for manual entry into the CAD system, thereby creating a permanent record of all incidents.
6. The pre-defined comment in CAD "Storm Related" should be applied for ALL Incidents related to a weather event.
7. If necessary, the County may be broken into zones for evacuation/sheltering purposes.

The 9-1-1 or EMA On-Call person will advise when to announce cancellation of Emergency Operations Mode operations.

Activate County All-Call Tone on Fire Dispatch and announce:

“AT ____HRS THIS DATE CLEARFIELD COUNTY WILL DISCONTINUE EMERGENCY OPERATIONS MODE AND RESUME NORMAL OPERATIONS.

AGAIN, AT _____ HRS TODAY CLEARFIELD COUNTY WILL RESUME NORMAL OPERATIONS. “

Announce the same on police and EMS dispatch frequencies

COUNTY ZONE MAP

