


Rowan County Fire and Rescue Association	STANDARD OPERATING GUIDELINES	
	EFFECTIVE DATE: 1-1-2014 REVISION DATE: 9-21-2023	POLICY NUMBER:
SECTION: INCIDENT OPERATIONS	SECTION TITLE: DISTRICT CHIEF (DC) PROGRAM	
ASSOCIATION PRESIDENT ADOPTION SIGNATURE:		DATE: 9/21/2023

Background: The command control and communications aspects of our emergency scenes require group and division (sector) officers command staff and other positions to maintain effective and safe oversight. In Rowan County, we have a very good means to request engines, ladders and tankers, however our efficiency is reduced when it comes to adequate sector officers, safety officers and command post assistance. We simply don't track the availability of individual chief officers on a county wide basis. To fill command staff and sector officer roles, we often enlist officers who are already assigned to fire crews, reducing their crew size or impact crew integrity. We needed to establish a method to identify and dispatch "officers" who will serve in the command staff as safety officers and other sector officers functions.

Intent: The intent of the District Chief designation is to identify positions from Fire and Rescue departments that will respond when dispatched as mutual aid to neighboring districts and will serve as sector officers, safety officers or command technicians or to assist command as needed. The position will need to be filled and available on a 24/7 basis, meaning that most agencies will fill the DC position on a rotational basis. The DC position can be dispatched automatic on the initial alarm as listed on the run cards for districts or target hazards or later as command request additional resources, or both.

Rational: the term "District Chief" is not commonly used in our county.

It is not the intent of the Rowan County Fire and Rescue Association to make or use the position of district chief mandatory. Likewise, it is not mandatory that departments use district chiefs from other districts to field command staff functions or serve as sector officers. The DC chief unit is simply a tool that will be standardized and available as necessary.

District Chief Defined as: A means to identify fire and rescue officer positions who are available to respond to assist other fire departments (Mutual Aid Officers). Designated officers who fill a specific response and scene role for departments that request such a response.

A "Phantom" position that is filled by real fire officers.

Expectations of the District Chief

The District Chief will be equipped to assist with interior firefighting, rescue incidents (vehicle, high/low angle, trench, collapse, water, etc.), mass casualties, severe weather operations or any other needs desired by the host department.

The District Chief will be expected to be assigned to supervise a group, division, or staff a role such as Command (in the interim of the host department officer arrival), Command Aid, Scene Safety or any other forward supervisory role needed to be filled.

Is typically “available” 24/7. Since no-one person is available every minute of every day, the suggestion of having the D/C position filled on a rotational scheduling is suggested but scheduling will be determined by the participating department.

Where do District Chiefs come from?

- Any Fire or Rescue agency in Rowan County participating in the DC Program.
- Only one District Chief per station requested. (typically)
- Participation is not mandatory. If you do sign up, please be committed to filling the role.

District Chief Attributes:

- Are experienced and knowledgeable with Incident Command Systems (ICS), National Incident Management Systems (NIMS), and Rowan County Command, Communication – Standard Operational Guidelines .
- Have good radio and communication skills and follow Rowan County radio protocols.
- Have time capacity to respond to mutual aid calls.
- A trusted representative in good standings with the department and can be trusted and well represents your department in other districts.
- Fulfill commitments to on-call District Chief Scheduling
- Able to be equipped with necessary implements to fulfill the roles of command, command-aid, safety officer, division, group or other sector officer roles.
- Should be well versed in multiple responsibilities on emergency scenes.

Minimum Credentials to become a District Chief:

- ☐ **North Carolina Firefighter Certified**
- ☐ **North Carolina Technical Rescuer Certified**
- ☐ **North Carolina Fire Officer I Certified or Volunteer Fire Officer ISO 580C**
- ☐ **NIMS 300**
- ☐ **Attend Rowan County District Chief Orientation Class.**
(Offered in County (2) times a year)
(Encompasses specific to Rowan County: Radio Communication, Accountability, Scene Management, Command Functions, Roles & Responsibilities)
- ☐ **Vehicle capable of bringing yourself and necessary equipment needed for task.**
*(Department's discretion on utilizing a Unit/Squad for response. If a personally owned vehicle (POV) is utilized, must be able to respond in compliance with:
NC General Statute SESSION LAW 2013-415 HOUSE BILL 15*
- ☐ **Fire Chief approval**
(Fire Chief will be responsible for maintaining accountability of approved personnel that can operate in the DC position from his/her department. An approval of all county DC's will be maintained by Rowan County Emergency Management.)

Minimum Equipment Needs

Vehicle: **Unit/Squad/POV**

Equipped for interior firefighting:

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| • Bunker Pants/Coat | • Boots | • S.C.B.A. w/mask |
| • Helmet | • Hood | • Desired hand tools |
| • Gloves | • Portable Radio | • Flashlight |

Equipped for rescue incidents:

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| • Rescue Suit or Bunkers | • Boots | • Traffic Vest |
| • Helmet (<i>Structural or Rescue</i>) | • Flashlight | |
| • Gloves (<i>Mechanic or Rescue</i>) | • Portable Radio | |