

Purpose: This policy establishes the guidelines for response of CTFD officers to incidents inside Cumru Township, as well as outbound mutual aid responses.

Administration: The Fire Chief and Assistant Fire Chief will have primary responsibility for administration of this policy within the scope of their job descriptions.

Definitions: The following terminology is used in the sections below:

- **On-duty officer:** Fire officer assigned to respond to incidents within Cumru Township, as per the monthly Duty Officer Schedule.
- **Off-duty officer:** Fire officer not assigned to respond to incidents within Cumru Township, as per the monthly Duty Officer Schedule.

Procedure, Incidents within Cumru Township:

- **On-duty officer(s):** Officers who are scheduled as on-duty at the time an incident is dispatched within Cumru Township shall respond directly to the incident location to establish command and perform scene assessment and subsequent command and control duties. (*Reference CTFD SOG 15.02 Incident Management*)
- **Off-duty officer(s):** Officers who are not scheduled as on-duty when incidents are dispatched within Cumru Township should make every reasonable effort to respond to those incidents, fulfilling the following functions, in order of priority:
 1. Supply a driver/operator to apparatus due to respond to the incident.
 2. Supply an officer to apparatus due to respond to the incident.
 3. Respond to the incident scene to support the on-duty officer.
 4. Supply a driver/operator or officer, as needed, to apparatus and personnel standing by with apparatus not due to respond to the incident.

Procedure, Incidents Outside Cumru Township:

- **On-duty officer(s):** Officers who are scheduled as on-duty shall remain available to respond to incidents within Cumru Township.
- **Off-duty officer(s):** Officers who are not scheduled as on-duty should make reasonable efforts to respond with department resources to incidents outside Cumru Township, fulfilling the functions in priority order as described above.

Special Duties and Situations:

- Regardless of duty status, the Assistant Fire Chief shall respond to all multiple-alarm incidents within Cumru Township during hours when the Fire Chief is not on-duty. If the Assistant Fire Chief will be unavailable for response, it will be his/her responsibility to coordinate appropriate multiple-alarm incident coverage with the Deputy Fire Chiefs. (*Reference CTFD SOG 15.01 Notification of Fire Chief*)
- Off-duty officers whose response to a CTFD station requires passing within one-quarter mile of an incident location may elect to respond directly to the incident to establish command and perform scene assessment and subsequent command and control duties prior to the arrival of the on-duty officer.