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### **Mission Statement**

The mission of the Apparatus /Equipment Typing program is to establish minimum benchmarks of safety and performance of Lancaster County fire apparatus and its equipment to meet the goals of the National Incident Management System (NIMS), facilitate operational consistency, promote responder safety and provide minimal performance expectations when engaged in automatic or mutual aid incidents.

### **Purpose**

The purpose of this SOG is to describe apparatus typing processes and practices for apparatus that are placed in service, replaced or re-designated.

### **Scope**

This SOG applies to all Lancaster County Fire Departments/Companies, Districts, Organizations and entities dispatched by Lancaster County-wide Communications. This SOG is divided into the following sections: Definitions / Terminology References, General, New Unit, Replaced Unit, Re-designated Unit, Code of Conduct and Appeals.

## **1. Definitions / Terminology References**

- A. Committee – Lancaster County Fire Chief’s Association Standards Committee
- B. County – Lancaster County-wide Communications (LCWC)
- C. Fire Department – Refers to all fire and related organizations dispatched by the LCWC Fire Board to include special resource organizations such as hazardous materials teams, search and rescue teams, wildfire crews, and supporting groups that maintain and utilize mobile equipment; or who desire radio call signs for special equipment including trailers and special units.
- D. LCFCA – Lancaster County Fire Chief’s Association
- E. PIMAS – Pennsylvania Intrastate Mutual Aid System
- F. Resource Kind – Standard category of equipment / personnel / other resources.
- G. Resource Kind Checklist (RKC) – LCFCA approved forms listing minimum equipment and supporting documentation for unit designation. Current Resource Kind checklists are posted on the LCFCA website.
- H. Resource Typing – Standardized categorization of equipment / personnel and other resources based upon capability.
- I. Sub-Committee – Lancaster County Fire Chief’s Association Apparatus Typing Sub-committee

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## 2. General

- A. Fire Departments shall not utilize unit designators from mobile or portable radios for LCWC dispatcher acknowledgement without written permission from County.
- B. Only recognized and approved call signs shall be acknowledged by County Dispatchers.
- C. Only the approved and applicable RKC shall be used to facilitate the typing survey.
- D. Where noted or applicable, detailed information should be written on the RKC including supply hose length, pump size, water tank capacity, etc.
- E. Other notable features and equipment should be listed on the RKC to be used in enhancing subsidiary equipment resource lists. This includes but not limited to; Air Monitor type and sensor configuration, Foam type and capacity, Generator disposition and capability, Rescue tool type, Ground ladder compliment lengths, ventilation fans (number of , types, capability), etc.
- F. The RKC shall be signed by the two typing surveyors and a Fire Department representative. A copy may be provided to the Fire Department.
- G. The completed RKC shall be maintained by County as well as copy filed with the Sub-Committee.
- H. Typing teams will be comprised of two (or more) personnel approved by the Sub-Committee Chairperson.
- I. The Sub-Committee Chairperson shall provide information to the LCFCA Web Administrator to preview the unit on the LCFCA website.

## 3. New Unit

- A. Prior to taking delivery of a new unit, the Fire Department shall notify the County Operations Manager and the Sub-Committee Chairperson, via written correspondence, of the new unit and provide a general overview for determining the appropriate resource kind and typing category.
- B. After all required equipment, based upon the Resource Kind Checklist of minimum equipment, has been placed and properly secured on the apparatus, the Fire Department shall contact the Sub-Committee Chairperson to schedule a survey.
- C. An approved Typing team shall be assembled by the Sub-Committee Chairperson within 30 days of the request and the unit shall be-surveyed.
- D. The LCWC Operations Manager shall notify the Fire Department Chief in writing of the date when the unit designator can be utilized over the air-waves.

## 4. Replacement Unit

- A. A Fire Department that replaces a unit with a same Resource Kind specified at or above its predecessor capabilities, shall notify the LCWC Operations Manager prior to placing the unit in service.

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- B. The Fire Department may initially place the unit in service without a pre-service typing survey. However, within 30 days of the unit going in service, the Fire Department shall request via written correspondence to the Sub-Committee Chairperson, for surveying the unit within 60 days. (Note: The window to place in service a pre-existing unit designator with a unit the meets or exceeds it’s predecessor unit is 90 days.)
  - i. Example; if Station1 replaces their current older pumper (designated as Engine 1) with a new pumper whose personnel seating, pump, tank and hose capacity are equal to or greater than the older unit, the new unit may assume the Engine 1 designation. But, it will need to be surveyed within 90 days of going in service.

### 5. Re-designated Unit

- A. A Fire Department that wishes to change unit designators shall first send written correspondence to the LCWC Operations Manager and Sub-Committee Chairperson. Contact information for these two individuals can be found on the LCFCA website.
- B. Unit re-designation shall follow the New Unit criteria. However, the unit may still be in service and operate under the approved call sign. For example, if a Fire Department wants to re-designate Engine 1 to Rescue 1, the Fire Department may keep the unit in service as Engine 1 until formal approval has been granted for the Rescue 1 call sign.
- C. After the recommended equipment, based upon the RKC has been placed and secured on the apparatus, the Fire Department shall contact the Sub-Committee Chairperson to schedule a typing survey.
- D. An approved Typing team shall be assembled by the Sub-Committee Chairperson within 30 days of the request and the unit shall be surveyed.
- E. Results of the Typing survey shall be provided to the Standards Committee.
- F. The LCWC Operations Manager shall notify the Fire Department Chief both verbally and in writing, of the typing survey results. The LCWC Operations Manager will define a date of when the new unit designator can be utilized over the air-waves.

### 6. Unit Multi-Tasking

- A. New apparatus seeking multi-tasking capabilities shall meet the minimum equipment criteria listed on the respective RKC. For example if a company is placing a new unit in service and is seeking multi-tasking as an engine and rescue, it must meet the engine-rescue RKC criteria.
- B. Apparatus already in service that is seeking multi-tasking credentials shall meet the respective checklist criteria.

**NOTE:** *It is highly recommended that multi-tasked units meet each designator’s primary RKC criteria to promote consistency in equipment/performance expectations by automatic and mutual aid companies. For example if a company has an engine that they want to*

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*multi-task as a rescue, it is highly suggested that the unit meets both the Engine-Pumper and Rescue RKC’s. Certain equipment required of a rescue may not be required for an engine-rescue, thus may be deficient for certain mutual aid response tasking functions.*

## 7. Typing Process

- A. The Fire Department Chief shall contact the Sub-committee Chairperson to schedule a typing survey
- B. A typing team shall be comprised of two personnel approved by the Sub-Committee Chairperson.
- C. The Fire Department shall provide at least one staff member to assist the Typing Team with discerning equipment criteria on the apparatus.
- D. The Typing Team shall use the approved RKC for the Unit Kind designation desired by the Fire Department.
- E. Upon completion of the survey, the form shall be signed by the two Sub-committee surveyors and a Fire Department representative. A copy of the typing form may be provided to the Fire Department for their records.  
**NOTE:** *-Apparatus surveys will be posted on the LCFCA web-site to include general unit specifications and equipment inventories. Photos may be posted and deficiencies will be noted.*

## 8. Resource Typing (For future reference)

## 9. Recognition

- A. Unit designators not recognized by County will not be acknowledged by LCWC dispatchers.
- B. Fire Departments that use unapproved unit designators will be notified by County in writing to immediately cease the practice.
- C. For continued defiance, County shall notify the Authority Having Jurisdiction (i.e. municipality).

## 10. Appeal

- A. Should the Typing Team find performance and safety deficiencies in the unit/equipment specifications and testing documentation, the unit will not be approved for call sign designation. The Fire Department may;
  - i. Schedule another survey after meeting the minimum specification criteria;
  - ii. Provide documentation, electronically and/or hard-copy proof of meeting the minimum specification criteria;
  - iii. Through written request, appeal to the Standards Committee Chairperson for a third party review of the survey.
- B. Within 30 days receipt of the appeal request, the Standards Committee chairperson shall contact all committee members for consensus review

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and determination. The Committee Chairperson shall submit to the requesting agency in writing the final decision.

#### **11. Code of Conduct**

- A. Typing team members shall use the approved and applicable RKC to facilitate the survey.
- B. Personnel serving as a Typing Team Member are serving so as a representative of the Lancaster County Fire Chief’s Association.
- C. Typing Team Members shall be courteous and professional while carrying out the inspection duties.
- D. Typing Team Members shall be mindful of varying practices and equipment and not provide criticism, objection, or judgment of Fire Department specific methodologies, policies or procedures.

#### **12. Disclaimer**

- A. Units for which there is no current standard or checklist must be surveyed for designator approval and future typing.
- B. Typing Team Members shall document unit features and provide the information to County for designator review.
- C. The Committee reserves the right to create or revise inspection/checklist forms as needed and without formal adoption by the LCFCA (if done between scheduled meetings)