KAMLOOPS FIRE RESCUE
OPERATIONAL GUIDELINE

Use of Fire Department Apparatus (In-service, or Vintage Apparatus)  O.G.#  Page 1 of 1

| Eff. May 15th, 2006 |

PURPOSE: To ensure proper use of Fire Apparatus by members off duty for functions other than ones sanctioned by Kamloops Fire Rescue.

SCOPE: All Personnel

POLICY: Only active member can request the use of Fire Department Apparatus for private functions. These functions are limited to immediate family members only, i.e. graduation or weddings.

PROCEDURE:

Active Vehicles:

The member must submit the request in writing two weeks prior to the date of the event. Request should include the following, date, time and type of function.

Only active members can operate or ride on Kamloops Fire Department Vehicles.

Member using vehicle assumes all responsibility and liability for any damage or missing equipment.

In Service Apparatus may be called without notice to an incident. It will be the responsibility of the member borrowing this vehicle to deliver it to the destination as per direction from the duty Battalion Chief.

Vintage Vehicles:

The member must submit a request in writing two weeks prior to the date of the event. Request should include the following, date, time and type of function.

Only qualified members will be permitted to operate vintage apparatus.

Under no circumstances are any of the antique vehicles to be driven up or down hills. If the vehicles are required elsewhere they will have to be trailered. All costs are the sole responsibility of the member using these vehicles.

Member using the vehicle assumes all responsibility and liability for any damage or missing equipment.

Signature of Fire Chief

This O.G. Replaces # NEW

Issued on:

9/6/2012
# Kamloops Fire & Rescue Services
## Operational Guideline
### Section #1

### Safety

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OPERATIONAL GUIDELINE

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PURPOSE: To provide for the safe and efficient operation of the Kamloops Fire Rescue, in conformance with all Federal, Provincial and Municipal, Acts, Regulations and Bylaws, and to require fire fighters to follow safe work practices for all designated job duties.

SCOPE: All fire department personnel.

POLICY: In accordance with the authority provided by By-Law 10-33 (A by-law to provide for the prevention and suppression of fires and for regulating the conduct of persons at fires in the City of Kamloops), made pursuant to Section 699 of the B.C. Municipal Act, all current Operational Guidelines that have been established and signed by the Fire Chief, shall be adhered to by all fire department personnel identified within the scope each guideline.

PROCEDURE:

All elements of the Kamloops Fire Rescue Operational Guidelines, as adopted by the Fire Chief: City of Kamloops, including all forms and documents either referenced or encompassed within, become part of the Kamloops Fire Rescue Operational Guidelines.

REFERENCE:

City of Kamloops Fire Rescue Operational Guidelines.

By-Law No. 10-33

Section 699, B.C. Municipal Act.

Occupational Safety and Health Regulations, Workers Compensation Board of British Columbia.

Also see O.G.# Nil

______________________________  This O.G. Replaces
Signature of Fire Chief   Issued on:
PURPOSE: To identify the means by which Operational Guidelines may be reviewed, produced and revised.

SCOPE: All Fire Department Personnel

POLICY: To encourage the contribution of Division, Committee or Task Group representatives in the development, drafting and review of OGS.

PROCEDURE:

1. Division and Committee representatives may draft Operating Guidelines for consideration using the "draft" operational guideline form contained in this OG. The term "draft" must be visible on all proposed Operational Guidelines.

2. The draft Operational Guideline should be written in accordance with the Operational Guideline Definitions.

3. The draft Operational Guideline is to be submitted to the Administrative Chief assigned to the Division, Committee or Task Group for review in accordance with OG #0.00.

4. After review in accordance with OG #0.00, the Administrative Chief may submit the draft to the Fire Chief.

5. The signature of the Fire Chief on an Operational Guideline indicates acceptance of the OG.

REFERENCE: NIL
Also see O.G.#0.00

Signature of Fire Chief
Issued on: October 30th, 2005
Glossary of Terms

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**-A-**

**Action Plan:**
(See Incident Action Plan).

**Agency (Agencies):**
An Agency is a division of government with a specific function, or a non-governmental organization (i.e. Private contractor, business, etc.) that offers a particular kind of assistance. In ICS, agencies are defined as jurisdictional (having statutory responsibility for incident mitigation) or assisting and/or cooperating (providing resources and/or assistance). (See Assisting Agency, Co09operating Agency, and Multi-Agency).

**Agency Executive or Administrator:**
Chief Executive Officers (or designee) of the agency or jurisdiction that has responsibility for the incident.

**Agency Dispatch:**
The agency or jurisdictional facility from which resources are allocated to incidents.

**Agency Representative(s):**
An individual assigned to an incident from an assisting or cooperating agency that has been delegated authority to make decisions on matters affecting that agency's participation at the incident. Agency Representatives report to the Liaison Officer.
AIR OPERATIONS BRANCH DIRECTOR

The person primarily responsible for preparing and implementing the air operations portion of the Incident Action Plan. Also responsible for providing logistical support to helicopters operating on the incident.

ALLOCATED RESOURCES

Resources dispatched to an incident.

AREA COMMAND

An organization established to: 1) oversee the management of multiple incidents that are each being handled by an Incident Command System organization' or 2) to oversee the management of a very large incident that has multiple Incident Management Teams: assigned to it. Area Command has the responsibility to set overall strategy and priorities, allocate critical resources based on priorities, ensure that incidents are properly managed, and ensure that objectives are met and strategies followed.

ASSIGNED RESOURCES

Resources checked in and assigned work tasks on an incident.

ASSIGNMENTS

Tasks given to resources to perform within a given operational period, based upon tactical objectives in the Incident Action Plan.

ASSISTANT(S)

Title for subordinates of the Command Staff positions. The title indicates a level of technical capability, qualifications, and responsibility subordinate to the primary positions. Assistants may also be used to supervise unit activities at camps.

ASSISTING AGENCY

An agency directly contributing tactical or service resources to another agency.

AVAILABLE RESOURCES
BASE

The location at which primary logistics functions for any incident are coordinated and administered. There is only one Base per incident. (incident name or other designator will be added to the term Base). The incident command post may be co-located or shared with the base.

BRANCH

The organizational level having functional or geographic responsibility for major parts of incident operations. The Branch level is organizationally between section and division/group in the operations section, and between section and units in the logistics section. Branches are identified by the use of Roman Numerals or by functional name (i.e. medical, security, etc.).

THE BRITISH COLUMBIA RESPONSE MANAGEMENT SYSTEM (BCREMS)

The British Columbia Response Management System is a comprehensive management scheme that ensures a coordinated and organized provincial response and recovery to any and all emergency incidents. The broad spectrum of components of the BCERMS includes: operations and control management, qualifications, technology, training and publications.

BCERMS TRAINING CURRICULUM

A series of training modules consisting of instructor guides, visuals, exercises, tests and student materials. The modules cover all aspects of BCERMS operations and support activities.

CACHE

A pre-determined complement of tools, equipment, and/or supplies stored in a designated location, available for incident use.
CAMP(S)

A Geographical site, within the general incident area, separate from the incident base, equipped and staffed to provide sleeping, food, water, and sanitary services to incident personnel.

CHECK-IN

The process whereby resources first reports to an incident. Check-in locations include: incident command post (resources unit), incident base, camps, staging areas, helibases, helispots, and division/group supervisors (for direct line assignments).

CHAIN OF COMMAND

A series of management positions in order of authority.

CHIEF

The ICS title for individuals responsible for command of functional sections: Operations, Planning, Logistics, and Finance/Administration. The term Chief is used at the incident and area command levels.

CLEAR TEXT

The use of plain English in all Communications. No "Ten-Codes" or agency specific codes are used when utilizing clear text.

COMMAND

The act of directing and/or controlling resources by virtue of explicit legal, agency, or delegated authority. May also refer to the Incident Commander.

COMMAND POST

(See Incident Command Post).
COMMAND STAFF

The command staff consists of the information officer, safety officer, and liaison officer. They report directly to the Incident Commander at the site and to the Director at other levels. They may have an assistant or assistants as needed.

COMMUNICATIONS UNIT

An organizational unit in the Logistics Section responsible for providing communication services at an incident. A communications unit may also be a facility (i.e. a trailer or mobile van) used to provide the major part of an incident communications center.

COMPENSATION UNIT/CLAIMS UNIT

Units within the finance/administration section responsible for financial concerns resulting from property damage, injuries, or fatalities at the incident.

COOPERATING AGENCY(S)

An agency supplying assistance other than direct tactical or support functions or resources to the incident control effort (i.e. emergency social services, utility companies, etc.)

COORDINATION

The process of systematically Analyzing a situation, developing relevant information, and informing appropriate command authority of viable alternatives for selection of the most effective combination of available resources to meet specific objectives. The coordination process (which can be either intra- or inter- agency) does not involve dispatch actions. However, personnel responsible for coordination may perform command or dispatch functions within the limits established by specific agency delegations, procedures, legal authority, etc.

COORDINATION CENTRE

Term used to describe any common facility that is used for the coordination of jurisdictional or other agency resources in support of one or more incidents.

COORDINATOR

The BCERMS title for the individual responsible for coordination of functional section; operation coordinators, planning coordinators, logistics coordinator, and finance/administration coordinators.
The term coordinator is used at levels of emergency operations center, provincial regional operations center, and provincial operations center. The term is also used in supervisory position at these levels under the functional sections.

**COST SHARING AGREEMENTS**

Agreements between agencies or jurisdictions to share designated costs related to incidents. Cost sharing agreements are normally written but may also be oral between authorized agency and jurisdictional representatives at the incident.

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**DIRECTOR(S)**

The ICS title for individuals responsible for supervision of a branch at the site level.

**DISPATCH.**

The implementation of a command decision to move a resource or resources from one place or another.

**DISPATCH CENTRE**

A facility from which resources are assigned to an incident.

**DIVISION**

Divisions are used to divide an incident into geographical areas or operation. A division is located within the ICS organization between the branch and the task force/strike team (See group). Divisions are identified by alphabetic characters for horizontal applications and, often, by floor numbers when used in buildings.

**DOCUMENTATION UNIT**

Unit within the planning section responsible for collecting, recording, and safeguarding all documents relevant to the incident.
EMERGENCY

A situation as defined by emergency program act, environment management act, and other provincial acts and regulations. (See Incident)

EMERGENCY MEDICAL ASSISTANT (EMA)

A health-care specialist licensed under the Health Emergency Act with particular skills, knowledge, and certification in pre-hospital emergency care and transportation.

EMERGENCY OPERATIONS CENTRE (EOC)

A designated facility established by an agency or jurisdiction to coordinate the overall agency or jurisdictional response and support to an emergency response (see Site Support Level).

EMERGENCY PROGRAM COORDINATOR

The individual within a local authority that has coordination responsibility for jurisdictional emergency management.

EMERGENCY RESPONSE PLAN

The plan that each jurisdiction has and maintains for responding to incidents based on hazard and risk analysis.

EVENT

A planned, non-emergency activity. ICS can be used as the management system for a wide range of events, i.e. parades, concerts, or sporting events.
FACILITIES UNIT

Unit with the Support Branch of the Logistics Section that provides facilities for the incident resources. These facilities may include the Incident Base, feeding areas, sleeping areas, sanitary facilities, etc.

FIELD OPERATIONS GUIDE

A pocket-size manual of instructions on the application of the BCERMS.

FINANCE/ADMINISTRATION SECTION

The Section responsible for all incident costs and financial considerations. Includes the Time Unit, Purchasing Unit, Compensation/Claims Unit, and Cost Unit.

FOOD UNIT

Unit within the Service Branch of the Logistics Section responsible for providing food services for incident personnel.

FUNCTION

In BCERMS, function refers to the five major activities i.e. Command, Operations, Planning, Logistics, and Finance/Administration. The term function is also used when describing the activity involved. I.e. The planning function.
GENERAL STAFF

The group of management personnel reporting to the Incident Commander at the site and Director at the other levels. They may each have a Deputy, as needed. The General Staff consist of:

<table>
<thead>
<tr>
<th>GENERAL STAFF</th>
<th>SITE SUPPORT LEVEL(S)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Operations Section Chief</td>
<td>Operations Coordination Section Coordinator</td>
</tr>
<tr>
<td>Planning Section Chief</td>
<td>Planning Coordination Section Coordinator</td>
</tr>
<tr>
<td>Logistics Section Chief</td>
<td>Logistics Coordination Section Coordinator</td>
</tr>
<tr>
<td>Finance/Administration Section Chief</td>
<td>Finance/Administration Coordination Section Coordinator</td>
</tr>
</tbody>
</table>

GROUND SUPPORT UNIT

Unit within the Support Branch of the Logistics Section responsible for the fuelling, maintaining and repairing of vehicles, and the surface transportation of personnel and supplies.

GROUP

Groups are established to divide the incident into functional areas of operation. Groups are composed of resources assembled to perform a special function not necessarily within a single geographic division (see Division).

-H-

HELIBAS

E

The main location for parking, fuelling, maintenance and loading of helicopters operating in support of an incident.

HELISPO T

Any designated location where a helicopter can safely take off and land. Some helispots may be used for loading and unloading of supplies, equipment, personnel and medical evacuation.
INCIDENTS

An occurrence either human caused or by natural phenomena, that requires action by response personnel to prevent or minimize loss of life or damage to property, environment and reduce economic and social losses.

INCIDENT ACTION PLAN

Contains objectives reflecting the overall incident strategy and specific tactical actions and supporting information for the next operational period. The Plan may be oral or written. When written, the Plan may have a number of forms as attachments (i.e. traffic plan, safety plan, communications plan, map, etc.)

INCIDENT BASE

Location at the incident where the primary logistics functions are coordinated and administered. (Incident name will be added to the term Base). The Incident Command Post may be co-located or shared with the Base. There is only one Base per incident.

INCIDENT COMMANDER

The individual responsible for the management of all incident operations at the incident site. The term Incident Commander, when used throughout this standard, shall be deemed to include Unified Command.

INCIDENT COMMAND POST (ICP)

The location at which the primary command functions are executed. The ICP may be co-located or shared with the incident base or other incident facilities.

INCIDENT COMMAND SYSTEM (ICS)

A standardized on-scene emergency management concept specifically designed to allow its user(s) to adopt an integrated organizational structure equal to the complexity and demands of single or multiple incidents, without being hindered by jurisdictional boundaries.

INCIDENT COMMUNICATIONS CENTRE
The location of the Communications Unit and the Message Center.

**INCIDENT COMPLEX**

Two or more individual incidents located in the same general area. **INCIDENT MANAGEMENT TEAM**

The Incident Commander and appropriate Command and General Staff personnel assigned to an incident.

**INCIDENT NAME**

When multi-agencies are responding to one incident the jurisdictional agency will name, the incident in clear text using a common geographical or functional reference.

All cooperating and assisting agencies will use the identified incident name.

**INCIDENT OBJECTIVES**

Statements of guidance and direction necessary for the selection of appropriate strategy(s) and the tactical direction of resources. Incident objectives are based on realistic expectations of what can be accomplished when all allocated resources have been assigned. Incident objectives must be achievable and measurable, yet flexible enough to allow for strategic and tactical alternatives.

**INCIDENT SUPPORT ORGANIZATION**

Includes any off-incident support provided to an incident. Examples would be Emergency Operations Center, Agency Dispatch Centers, Airports, Mobilization Centers, etc.

**INCIDENT TERMINATION**

The conclusion of response operations at the scene of an incident.
INFORMATION OFFICER

A member of the Command Staff responsible for interfacing with the public and media or with other agencies requiring information directly from the incident. There is only one Information Officer per incident. The Information officer may have assistants.

INITIAL ACTION

The actions taken by resources, which are the first to arrive at an incident.

INITIAL RESPONSE

Resources initially committed to an incident.

JURISDICTION (JURISDICTIONAL)

The range or sphere of authority. Agencies have jurisdiction at an incident related to their legal responsibilities and authority for incident mitigation. (See Multi-jurisdiction).

JURISDICTIONAL AGENCY

The agency having jurisdiction and responsibility for a specific geographical area, or a mandated function and includes key ministries as defined in the Emergency Program Act.

KEY MINISTRY (MINISTRIES)

The provincial ministry responsible for coordinating the government's response to the occurrence of any of the hazards for which it is responsible by regulation. (See Section 6 and Schedule 1, Emergency Program Management Regulation, BC Reg 477/94 of the Emergency Program Act.).
LEADER

The ICS title for an individual responsible for a Task Force, Strike Team, or functional unit.

LIAISON OFFICER

A member of the Command Staff responsible for coordinating with representatives from cooperating and assisting agencies.

LOGISTICS SECTION

The Section Responsible for providing services and support to the Incident.

LIFE-SAFETY

Refers to the joint consideration of both the life and physical well being of individuals.

MANAGERS

Individuals within ICS organizational units that are assigned specific managerial responsibilities, i.e. Staging Area Manager or Camp Manager.

MANAGEMENT BY OBJECTIVES

In BCERMS< this is a top-down management activity that involves a three-step process to achieve the goals. The steps are establishing the incident objectives, selecting the appropriate strategy(s) to achieve the objectives, and implementing the strategy.

MEDICAL UNIT

Unit within the Service Branch of the Logistics Section responsible for the development of the Medical Emergency Plan, and for providing emergency medical treatment for incident personnel.
MESSAGE CENTRE

The Message Center is part of the Incident Communications Center and is co-located or shared or placed adjacent to it. It receives records, and routes information about resources reporting to the Incident, resource status, and administrative and tactical traffic.

MINISTRY OPERATIONS CENTRE (MOC)

The Ministry Operations Center is the local coordination center (dispatch) for agency resources. The center would be operated as it is on a regular basis for response.

MINISTRY REGIONAL OPERATIONS CENTRE (MROC)

The Ministry Regional Operations Center is the regional coordination center (dispatch) for Agency Resources. The center would be operated as it is on a regular basis for response.

MOBILIZATION

The process and procedures used by all agencies and organizations activating, assembling, and transporting all resources that have been requested to respond to or support an incident.

MOBILIZATION CENTRE

An off-incident location at which emergency service personnel and equipment are temporarily located pending assignment, release, or re-assignment. This is not a staging area.

MULTI-AGENCY INCIDENT

An incident where one or more agencies assist a jurisdictional agency or agencies. May be single or unified command.

MULTIJURISDICTION INCIDENT

An incident requiring action from multiple agencies that has a statutory responsibility for incident mitigation. In ICS these incidents should be managed under Unified Command.

MUTUAL AID AGREEMENT
Written agreement between agencies and/or jurisdictions in which they agree to assist one another upon request, by furnishing resources.

- O -

OFFICE

R

The title for the personnel responsible for the Command Staff positions of Safety, Liaison, and Information.

OPERATIONAL GUIDELINES

An agencies’ written procedure(s) that establishes a commonly accepted course of action and specifies the functional limitations of personnel in performing emergency operations.

OPERATIONAL PERIOD

The period of time scheduled for execution of a given set of operational actions as specified in the action plan. Operational Periods can be of various lengths, although usually not over 24 hours.

OPERATIONS SECTION

The Section responsible for all tactical operations at the incident. Includes Branches, Divisions and/or Groups, Task Forces, Strike Teams, Single Resources, and Staging Areas.

OUT-OF-SERVICE RESOURCES

Resources assigned to an incident but unable to respond for mechanical, rest, or staffing reasons.
**GLOSSARY OF TERMS**

**PLANNING MEETING**

A meeting held as needed throughout the duration of an incident, to select specific strategies and tactics for incident control operations, and for service and support planning. On larger incidents, the planning meeting is a major element in the development of the Incident Action Plan.

**PLANNING SECTION**

Responsible for the collection, evaluation, and dissemination of information related to the incident, and for the preparation and documentation of action plans.

**PROVINCIAL CENTRAL COORDINATION LEVEL**

A coordination level within the BC Emergency Response Management System, which is activated to coordinate all provincial resources. This level interacts with the Provincial Regional Coordination Level.

**PROVINCIAL OPERATIONS CENTRE (POC)**

Provincial Operations Center will be established to manage activities at the provincial Central Coordination Level. The five functions provided by POC are Management, Operations Coordination, Planning, Logistics, and Finance/Administration. The POC level follows the same basic organizational support levels in the BCERMS.

**PROVINCIAL REGIONAL COORDINATION**

A coordination level within the BC Emergency Response Management System, which is activated to coordinate provincial resources on a regional basis. This level interacts with Municipal and Ministry EOCs.

**PROVINCIAL REGIONAL OPERATIONS CENTER (PROC)**

A provincial Regional Operations Center manages activities at the provincial Regional Coordination Level and coordinates the joint efforts of government and non-government agencies.
PURCHASING UNIT

Unit within the Finance/Administration Section responsible for financial matters involving vendor contracts.

- R -

RADIO CACHE

A supply of radios stored in a pre-determined location for assignment to incidents.

RECORDERS

Individuals with the BCERMS organizational units who are responsible for recording information. Recorders may be found in Planning, Logistics, and Finance/Administration Units.

REPORTING LOCATIONS

Location or facilities where incoming resources can check-in at the incident (see Check In)

RESOURCES UNIT

Unit within the Planning Section responsible for recording the status of resources committed to the incident. The unit also evaluates resources currently committed to the Incident(s), the impact that additional responding resources will have on the incident(s), and anticipated resource needs.

RESOURCES

Personnel and equipment available, or potentially available for assignment to incident(s). Resources are described by kind and type, i.e. ground, water, air etc., and may be used in tactical support or management capacities at an incident(s)
RISK MANAGEMENT

Risk Management is the process of making and carrying out decisions that will minimize the adverse effects of injuries, accidental losses and liability upon an organization. Making these decisions requires the five steps in the decision process. The five steps in the decision process are:

Identifying exposure to loss,
Examining alternative techniques for dealing with the exposures,
Selecting the best techniques
Implementing the chosen techniques and
Monitoring and improving the response.

Carrying out these decisions requires the four functions in the management process. The four functions in the management process are:

Planning
Organizing
Leading and
Controlling

SAFETY OFFICER

A member of the Command Staff responsible for monitoring and assessing safety hazards or unsafe situations, and for developing measures for ensuring personnel safety. The Safety Officer may have assistants.

SECTION

That organization level with responsibility for a major functional area of the incident, i.e. Operations, Planning, Logistics, Finance/Administration.

SEGMENT

A geographical area in which a task force/strike steam leader or supervisor of a single resource is assigned authority and responsibility for the coordination of resources and implementation of planned tactics. A segment may be a portion of a division or an area inside or outside the perimeter of an incident. Segments are identified with Arabic numbers.
SERVICE BRANCH

A Branch within the Logistics Section responsible for service activities; includes the Communications, Medical and Food Units.

SINGLE COMMAND

Single Command has one Incident Commander

SINGLE RESOURCE

An individual, a piece of equipment and its personnel complement, or a crew or team of individuals with an identified work Supervisor that can be used on an incident.

SITE SUPPORT LEVEL

A coordination level within the BC Emergency Response Management System which is activated to provide policy direction and resources support to an Incident Commander (see EOC).

SITUATION UNIT

Unit within the Planning Section responsible for the collection, organization, and analysis of incident status information, and for analysis of the situation as it progresses.

SPAN OF CONTROL

To maintain supervisory levels within the command structure an effective span of control is required. Span of Control within the range of 1 to 3 and 1 to 7 individuals reporting to a supervisory level. The range of 1 to 5 is considered being the optimum number of individuals reporting to the next higher supervisory level.

STAGING LEVEL

Staging areas are locations set up an incident where resources can be placed while awaiting a tactical assignment. Staging areas are managed by the Operations Section.

STRATEGY

The general plan or direction selected to accomplish incident objectives.
STRIKE TEAM

Specified combinations of the same kind and type of resources, with common communications and a leader. There should be no more than five of any specified combinations under one leader.

SUPERVISOR(S)

The ICS title for individuals responsible for command of the Division or Group.

SUPPLY UNIT

Unit within the Support Branch of the Logistics Section responsible for ordering equipment and supplies required for incident(s).

SUPPORT BRANCH

A branch within the Logistics Section responsible for providing personnel, equipment, and supplies includes Supply, Facilities and Ground Support Units.

SUPPORTING AGENCY

The term used in the BCERMS to designate assisting and cooperating agencies. (See Assisting Agency and Cooperating Agency).

SUPPORTING MATERIALS

Refers to the several attachments that may be included with an action plan, e.g., communications plan, map, safety plan, traffic plan, and medical plan.

SUPPORT RESOURCES

Non-tactical resources under the supervision of the Logistics, Planning, Finance/Administration Sections, or Command Staff. Also includes resources under the supervision of the Operations Coordination Sections of the Site Support Levels.
TACTICAL DIRECTION

Directions given by the Operations Section Chief, which includes the tactics appropriate for the selected strategy, the selection and assignment of resources, tactics implementation, and performance monitoring for each operational period.

TASK FORCE

A combination of single resources assembled for a particular tactical need, with common communications and a leader.

TEAM

(See Single Resources).

TECHNICAL SPECIALISTS

Personnel with special skills that can be used where required within the BCERMS organization.

NOTICE TO AIRMEN (NOTAMS)

Temporary airspace restrictions for non-emergency aircraft in the incident area. NOTAMS are established by Transport Canada to ensure aircraft safety.

TIME UNIT

Unit within the Finance/Administration Section responsible for recording time for personnel and hired equipment.

TYPE

Refers to resource capability. A Type 1 resource provides a greater overall capability due to power, size, capacity, etc., than would be found in a type 2.
resource. Resource typing provides the Incident Management Team with additional information in selecting the best resource for the task.

- U -

**UNIFIED AREA COMMAND**

A Unified Area Command should be established when incidents under an Area Command are multi-jurisdictional (See Area Command and Unified Command).

**UNIFIED COMMAND**

In ICS, Unified Command is a unified team effort which allows all agencies with responsibility for the incident, either geographical or functional, to manage an incident by establishing a common set of incident objectives and strategies. This is accomplished without losing or abdicating agency authority, responsibility, or accountability. The term "incident command" when used throughout this standard, shall be deemed to include Unified Command.

**UNIT(S)**

The organizational element having functional responsibility for a specific Planning, Logistics, or Finance/Administration activity.

**UNITY OF COMMAND**

The concept by which each person within an organization reports to one and only one designated person.