

# Cambria CSD Fire Department

## CERT - Standard Operating Guideline

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Title: Chain of Command

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**Purpose:** To understand the Chain of Command within the Cambria CSD Fire Department and to establish the Chain of Command for CERT.

**Scope:** The Chain of Command allows for the establishment of orderly information flow within the department's daily operational environment and at the scene of incidents under the Incident Command System (ICS). The Fire Chief shall determine which officers, employees and reserves may be required for the efficient discharge of department responsibilities.

**General:** The uniform positions within the Cambria CSD Fire Department consist of:

- Fire Chief
- Assistant Fire Chief / Fire Marshal (vacant)
- Fire Captain
- Reserve Lieutenant (vacant)
- Engineer
- Reserve Engineer
- Firefighter

The Fire Chief or his/her designee may assign Acting or Interim positions within the above listed ranks when necessary for the efficient continued operation of the department.

The Fire Chief, or in his/her absence the Assistant Fire Chief or Acting Fire Chief shall ensure that the department personnel are appointed into appropriate working shifts so that sufficient firefighting and emergency medical personnel are on duty at all times.

The Chain of Command shall be as follows:

- Fire Chief
- Assistant Fire Chief / Fire Marshal
- Fire Captain
- Reserve Lieutenant
- Qualified (Officer in Charge) Engineer

CERT members are all below the rank of Firefighter or Reserve Firefighter in the department's Chain of Command. Any duty fire personnel ranks above a member for incidents or training involving CERT.

The normal CERT Chain of Command shall be as follows:

- Fire Chief
- Assistant Fire Chief / Fire Marshal or Fire Captain
- Coordinator (CERT Leader, CERT Program Manager)
- Assistant Coordinator (includes Acting Coordinator)
- Staging Area Manager (SAM, Co-SAM, Team Leader, Assistant SAM)
- Member (trained volunteer)

The CERT Coordinator is a volunteer member selected by the Fire Chief and serves at the discretion of the Fire Chief. The Coordinator is the Officer in Charge of all CERT members and operations.

The CERT Coordinator selects the Assistant Coordinator from the members, subject to approval of the Fire Chief. The Assistant Coordinator may be permanent or temporary as designated (Acting Coordinator). The Assistant Coordinator functions as the Coordinator in his/her absence.

The Staging Area Manager (SAM) is selected by the Coordinator as designated leader in his/her geographic area for CERT operations. SAMs also function as team leaders or co-leaders for incidents or training. Nothing prevents individual members who are not SAMs from assuming the leader role in their area or at an incident, in the absence of a SAM. Nothing prevents an individual member from participating as a leader with the SAM's help and approval at an incident. SAMs are pre-designated primarily to avoid confusion at incidents.

In adhering to this guideline, it is essential that all personnel work together to see that the department's mission & goals are reached and that the unity of command is maintained.

The Chain of Command is in no way meant to supersede the Incident Command System (ICS) or the Standard Emergency management System (SEMS) during emergency operations.

No person or member in CERT shall interpret this guideline for his/her personal benefit.