



RESPONDING AGENCY/ENTITY GUIDELINE

1. Upon a valid request from the Executive Board Officers be prepared to respond with the appropriate tasking.
 2. Be prepared to provide an estimated time of response based on the tasking.
 3. Notify the Communications Center when enroute.
 4. While enroute, contact the Staging Area Manager/Officer for any additional instructions/details.
 5. Monitor the progress of the emergency while enroute.
 6. Hold radio traffic on operational channels to a minimum to reduce confusion and congestion.
 7. Proceed directly to the designated staging area and check-in with the Staging Area Manager/Officer.
 8. Upon arrival, be prepared to provide a supervisor to participate in a Unified Command Structure.
 9. Perform whatever duties based on capabilities as requested by the Incident Commander.
 10. On termination of the emergency, or release by the Incident Commander, always depart through the Staging Area to insure accountability.
- IF YOUR AGENCY/ENTITY IS NOT DIRECTLY TASKED, DO NOT RESPOND OR CALL THE COMMUNICATIONS CENTER TO SEE IF YOU ARE NEEDED.
 - For agencies/entities whose apparatus/equipment fall outside the definition of an "Authorized Emergency Vehicle" per the Transportation Code, and an emergency response is necessary, request the Communication Center make arrangements for Law Enforcement Assistance.