SCOPE

This guideline applies to all South Metro Fire Department personnel responsible for emergency response, as well as personnel working in the Dakota Communications Center.

PURPOSE

The purpose of this procedure is to identify the communications roles and responsibilities of all the parties involved at an incident where a "Mayday" or "Emergency Traffic" has been transmitted.

PROCEDURE

A. "MAYDAY" RADIO MESSAGE

> The radio message "Mayday" will be used by fire fighters to report their status as being lost, trapped, or injured and needing rescue. Any member may use "Mayday" to report a lost fire fighter. Any report of "Mayday" will receive priority radio traffic followed by the emergency traffic tone. The term "Mayday" will be reserved ONLY to report a lost, trapped, or injured firefighter(s). The term "Emergency Traffic" will be used to report all other emergencies.

1. FIREFIGHTER RESPONSIBILITIES

    a. The "Mayday" radio message shall begin with; "Mayday, Mayday, Mayday," and shall include the following information:

        - **L**ocation - last known location including floor number, quadrant, etc.
        - **U**nit - identification of the crew and their unit or sector assignment.
        - **N**ame - name of the individuals that need rescue or recovery.
        - **A**ssignment - the last known assignment given to the individuals.
        - **R**esources needed - what equipment is needed to implement the rescue plan.

    b. The "Mayday" message should be communicated on the fireground talkgroup assigned to the incident. Alternately, firefighters can rotate their channel selection knob to either end of the dial and communicate their message on the "Fire Main".

    c. Once the lost, trapped or injured firefighter has established contact on a talkgroup, they shall not leave that talkgroup.

    d. All radio traffic on the fireground talkgroup not associated with the "Mayday" or PAR shall cease.

2. DISPATCH CENTER RESPONSIBILITIES

    a. When a firefighter declares a "Mayday", Dispatch will sound the emergency traffic tone on ALL talkgroups, including both "Fire Mains", being used on the fireground; personnel will be advised that a "Mayday" exists for a lost, trapped or injured firefighter.

    b. Clear "Mayday" talkgroup – Dispatch must ensure the talkgroup on which the "Mayday" was transmitted is cleared of all radio traffic. THIS TALKGROUP ABSOLUTELY BELONGS TO THE FIREFIGHTER WHO IS IN TROUBLE.

    c.   Dispatch will contact the Incident Commander to advise them of the "Mayday". Command shall be advised on which talkgroup the "Mayday" was received. Command will attempt to establish contact with the lost, trapped or injured firefighter on this talkgroup.

    d.   The Dispatchers will immediately notify the Dispatch Supervisor of the "May Day". The Dispatch Supervisor will assign appropriate personnel to handle the communication needs of the "Mayday" event. ALL talkgroups will be monitored very closely for any transmissions from the missing firefighter. It is essential that once communications have been established they not be lost.

    e.   Dispatch will prompt Command to Initiate a PAR check.

    f.   Dispatch should be prepared to transmit additional alarms for more resources.

- If the firefighter in trouble has transmitted their "Mayday" on a "Fire Main", dispatch should remove the soft-patch with the VHF paging channel. Dispatch should also remove the soft-patch between the two Fire Mains, allowing the non-Mayday main to be used for normal dispatching. Fire units shall be advised at the time of notification that a "Fire Main" is in use for "Mayday" traffic and then directed to an alternate talkgroup.

  3. COMPLETION

    a.   Once the "Mayday" situation is controlled and an emergency no longer exists, all personnel and outside agencies will be notified that Dispatch is back to normal operating conditions.

B. EMERGENCY TRAFFIC

  1. The term "EMERGENCY TRAFFIC" will be utilized by any unit encountering an immediately perilous situation and will receive the highest communications priority from Dispatch, as well as other units operating on the talkgroup.

  2. All other routine traffic on the talkgroup is silent until the emergency is articulated and acknowledged by a dispatcher. Once the emergency is cleared, routine radio traffic can resume.

  3. Examples of "Emergency Traffic" include, but are not limited to:

- Units who need to call for additional help on the scene of a medical.
- Units who come upon an emergency, i.e. a traffic accident, and need additional help.
- Units who become involved in a situation that needs immediate police response to ensure the safety of responders.