



# CHARLOTTESVILLE-ALBEMARLE RESCUE SQUAD

## STANDARD OPERATING GUIDELINE

TOPIC: Deputy Chief, Special Operations	S.O.G. # 1.3c
Approved by: L. Dayton Haugh, Chief	Revised: 04/04/2008 BWS Approved:

### I. Purpose

To provide a uniform description of the expectations and responsibilities set forth for the Deputy Chief, Special Operations.

### II. Responsibilities

- A. Directly reports to the Assistant Chief of Operations.
- B. Directly Supervises the Captains in charge of the Vehicle Rescue Team, Technical Rescue Team, the Water Rescue Team and the Special Events Team.
- C. Administration of all Special Operation Division functions and activities through subordinate officers and staff.
- D. Planning and administering the department records, procurement, budget and property management, and the efficient operation of the Special Operations Division.
- E. Set yearly strategic goals for all the special operations teams.
- F. Respond to all working or major incidents when possible.
- G. Coordinates with other agencies in matters of area-wide planning and agreements.
- H. Plans, organizes and prepares special reports or projects as directed by the Assistant Chief of Operations or the Chief.
- I. Gathers and organizes data regarding incidents where Special Operations Teams are deployed.
- J. Insures joint training between the Special Operations Teams, department members and other agencies.
- K. Works to create appropriate relationships between Special Operations Teams and those that will support them during incidents to insure successful operations.

### III. Authority

To affect the responsibilities set out herein the Deputy Chief, Special Operations shall carry the authority as delegated to him/her by the Chief of the department. This authority may include, but is not limited to:

- A. Authority equivalent to that of the Deputy Chief of Day or Night Operations when operating at an Emergency Incident.
- B. May assume command at large-scale incidents.
- C. Represents the department in dealing with citizens, members of the press or other City/County/State/Federal agencies as directed by the Assistant Chief of Operations or the Chief.

### IV. Qualifications

- A. Approval by the Chief of the department.
- B. Member of the department for three years.
- C. Member of at least two of the Special Operations Teams.
- D. Trained to the awareness level for all of the Special Operations Teams.



## CHARLOTTESVILLE-ALBEMARLE RESCUE SQUAD

- B. IS-700: NIMS, An Introduction
- C. IS-800: National Response Plan, An Introduction
- D. ICS-100: Introduction to ICS or equivalent
- E. ICS-200: Basic ICS or equivalent
- F. ICS-300: Intermediate ICS or equivalent
- G. ICS-400: Advanced ICS or equivalent
- H. Hazardous Materials Operations
- I. Fire Scene Awareness, Firefighter I preferred.