I. Purpose

To provide a uniform description of the expectations and responsibilities set forth for the Officer on Call.

II. Responsibilities

A. The Officer On Call, designated as Rescue 107, is a senior member selected by the Chief, who is available to help back up and support the on-duty Crew Captain.

B. The Officer On Call should have some method of being notified of significant incidents at dispatch time, which may include (but not limited to) one or more of the following:
   1. UHF pager
   2. Dispatch app such as Active911
   3. Text message notification from ECC
   4. Monitor radio traffic for significant and unusual incidents which include, but are not limited to:
      - Working fires that have multiple C-ARS apparatus responding.
      - Working special operations incidents.
      - Mass casualty incidents.
      - At the request of the Duty Captain.

D. Be a knowledgeable resource
   1. SOGs and by-laws
   2. Incident command system
   3. Radio frequencies
   4. TJEMS guidelines
   5. CRAT and membership committee operations

III. R-107 Expectations and Coverage:

1. Be available to answer the R-107 phone during the shift.
2. Be able to troubleshoot and handle odd phone situations.
3. If not running the duty shift or unable to answer phone during upcoming R-107 shift, email <dutyofficer@rescue1.org> as attempt to find coverage. Phone defaults to Schuyler if there is no one else available.
IV. Disaster:

In the event of catastrophe (squad building on fire, ambulance crash with death, crew member seriously injured), R-107 will utilize a phone tree to notify the following:

1st: Contact Chief Hillstrom: 571-762-3205
2nd: Contact Assistant Chief Artis: 571-762-1785
3rd: Contact President Leavell: 434-953-7535

V. Authority

A. The on-duty Crew Captain shall be the supervisor of the on-duty crew during the shift. Issues pertaining to personnel on a crew shall be dealt with by the on-duty Crew Captain who may seek assistance from the Assistant Chief, should the situation require immediate action. R-107 shall be immediately notified and the entire incident reduced to writing, by all parties involved using a special incident report.

B. The on-duty Crew Captain shall contact the Officer On Call prior to any release of information to the media.