

SOUTH PORTLAND FIRE DEPARTMENT

STANDARD OPERATING GUIDELINES

SOG #:	6.119	Effective Date:	6/9/2015
Title:	Off Duty Radio Designations	# of pages:	2
Category:	General Operations	Classification:	Green

1. **PURPOSE:** To define portable radio designations to be used by officers who are off-duty, on call back or otherwise undesignated.

2. **PROCEDURES:**

This SOG applies to officers using portable radios in situations other than on-duty or designated sector conditions. Officers who are on duty shall use portable radio designations as specified in other SOG's.

Officers who have reported to duty and been assigned a ICS designation or other radio number shall use that as per ICS/IMS procedures. The intent of this SOG is to cover use of portable radios owned by or issued to officers when they are off duty and need to contact Fire Alarm in the performance of emergency duties such as reporting incidents, updating responding units or in the early stages of an incident prior to being assigned a radio designation.

The numbers may also be used by Fire Alarm when paging off-duty officers.

The call sign for off-duty officers shall be "Unit" followed by the appropriate two digit number as explained below.

The Unit designations shall be a two digit number determined as follows:

- The first digit shall correspond to the department ID
- The second digit shall correspond to the company to which the Officer is regularly assigned. i.e. 4, 5 or 8.
- The second digit shall correspond to the Officer's regularly assigned shift. i.e. 1,2,3 or 4

Once an officer has been assigned a ICS radio designation during an incident he or she shall use that assignment until reassigned.

Unit Number	Name
441	Sq-404/Shift 1
442	Sq-404/Shift 2
443	Sq-404/Shift 3
444	Sq-404/Shift 4
451	Lad-405/Shift 1
452	Lad-405/Shift 2
453	Lad-405/Shift 3
454	Lad-405/Shift 4
481	Eng-408/Shift 1
482	Eng-408/Shift 2
483	Eng-408/Shift 3
484	Eng-408/Shift 4

3. REFERENCES:

- None

By Order Of:

Kevin W Guimond

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Fire Chief