



Rogers Fire Department
Special Operations
601 Special Operations Team Organization
LAST REVISED: April 2011
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PURPOSE

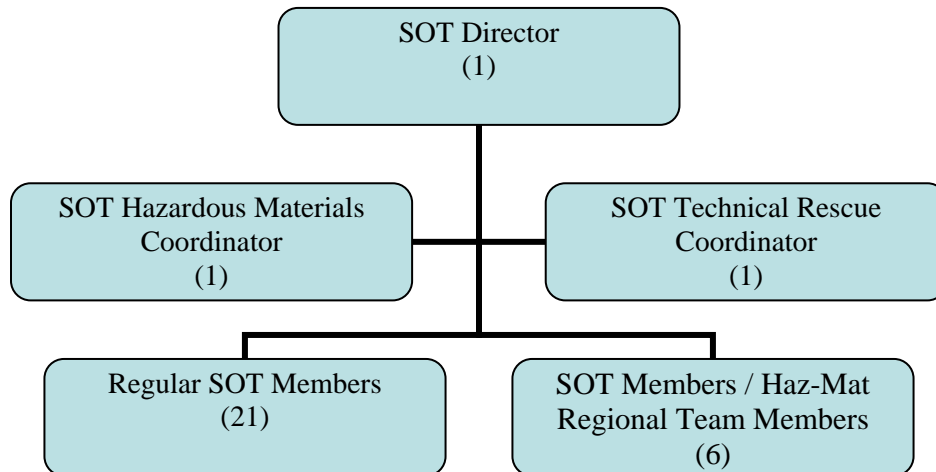
To provide policy on the Rogers Fire Department’s Special Operations Team (SOT) including its purpose, membership, and responsibilities.

POLICY

The SOT is comprised of members of the Rogers Fire Department who are specially trained for hazardous materials and technical rescue events. Team organization shall be formally comprised of 30 paid members. It is the mission of the SOT members to have all members of the SOT trained to the technician level in rescue and hazardous materials disciplines. Additionally, members of the team will be expected to specialize in disciplines within the SOT and serve as subject matter experts in those respective subjects.

The SOT will fall under the direct supervision of the Deputy Chief of Special Operations and training (DFC-SOT). The DFC-SOT will oversee all team organizations, training, and operations for the SOT to ensure that they are meeting the requirements and response capabilities of the department. The SOT Director will report directly to the DFC-SOT for SOT matters.

The organizational chart for the team:



The SOT Director is responsible for the day-day operations of the team as well as assisting the DFC-SOT with the development and implementation of the SOT annual training plan (SOT-ATP). The director is also responsible for documenting all training and certifications to ensure that all members meet the attendance and training requirements established for SOT membership. This individual must coordinate with the DFC-SOT and the SOT coordinators to ensure that the SOT is consistently and effectively planning and implementing short, medium, and long term strategic and tactical goals that are consistent with the needs of the department as well as the city of Rogers.



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The SOT shall be required to adopt published and regular monthly meetings which shall be scheduled as part of the SOT-ATP. Because all members of the team receive an hourly stipend for their expertise and additional workload, these meetings shall not be eligible for overtime calculation. A member may miss two meetings in a calendar year. Attendance requirements for team members are explained in detail in Standard Operating Procedure (SOP) 605 Special Operations Team Membership. Extenuating circumstances for absences shall require the approval of the SOT coordinator and DFC-SOT as well as the Fire Chief.

Membership

All members of the SOT shall be selected by a committee including representatives from Command Staff and the SOT as described in Standard Operating procedure (SOP) 605 Special Operations Team Membership. This process shall be developed by the Fire Chief and include a formal application process. Selection of the Hazardous Materials Coordinator, Technical Rescue Coordinator, and SOT Director shall include representatives from Command Staff and the SOT itself. Membership in the SOT can be revoked for any member based on participation, unrelated disciplinary action, or deficiency in skill. To revoke membership requires the approval of the SOT Director and Command Staff.

Operations

Station 5 shall serve as the primary station assignment of the special operations team. Members assigned to this fire station shall be part of the team when staffing allows. It shall be required for the company officer and at least two other firefighters assigned to this station to be part of the SOT. Any member working at this fire station as overtime, trade time, or other staffing situation must understand the importance and responsibility of the assignment. It shall be the responsibility of the company officer assigned to Station 5 to ensure skills and equipment are maintained and tested at regular intervals.

Skill Proficiency

Members of the SOT shall demonstrate skill in hazardous materials and technical rescue disciplines at least annually, as defined with Standard Operating Procedure 612 SOT Proficiency Evaluations. This proficiency exam shall be documented and placed in the members personnel file in fire department headquarters.