

Mutual Aid 101

It's just like a party...



Objective:

- To provide guidelines in being a good host and a good guest



Mutual Aid is like going to a Big Party !

- Party etiquette & expectations.
- How to be good party guests?
- How to be a good party host?
- What should I provide to my guests?
- What do I need to bring with me?
- How and where do I arrive?
- How do I check in with the party host?
- When and how should I leave?



What is expected or “Do’s”

- Code of Conduct – Be on your best behavior
- Maintain Unit Integrity
- Foster Career & Volunteer Cooperation
- Exhibit a Positive Image
- Be an Ambassador for your Organization



What is expected or “Do’s”

- Maintain self control, discipline & patience
- Respect the values and standards of the community
- Provide the highest level of service possible
- Be a solution to the problem



What to avoid or “Don'ts”

- Freelance
 - Don't deviate from the Incident Action Plan (IAP)
- Self Deploy
 - Self dispatching is not acceptable
- Expand the problem
 - Be part of the solution, not the problem!
- Discredit your organization



What is expected of the Host?

- Know and follow your local plan
- Request resources formally and thoughtfully
- Have a plan for receiving your guests (staging locations, briefings, maps, IAPs, etc.)
- Know what you want & clearly communicate
- Listen to suggestions
- Maintain safety and accountability
- Be nice!



What is expected of the Host?

- Know your capabilities and limitations
- Provide as much as you can to your guests
- Provide a liaison to brief incoming guests
- Have the staging officer assign the guests
- Be ready to translate from host to guest.....and between guests! *Expect foreign languages!!!*
- Be understanding of your guests' immense willingness to help you...express your appreciation, don't abuse their enthusiasm



What is expected of Good Guests?

- Have a formal invitation first & bring it with you!
- After you are invited, maintain accountability
 - Check In! Stay In, and Check Out when you leave!
- Accept the plan of the host Organization
- Tell the host what you need (if you did not bring it with you)



What is expected of Good Guests?

- Make suggestions politely, but keep working while you are talking...fulfill your role
- Operate safely or stay at home!
- Come to perform; be good at the work you are capable of doing
- Be nice!



What is expected of Good Guests?

- Be considerate of the impact that the event has on the host organization
- Recognize the limitations of the host organization
- Listen a lot....Help quietly
- Accept the assignment you are given
- Don't complain about not being assigned your favorite or preferred role



What is expected of Good Guests?

- Follow the host organization's PIO/Media Plan
- Recognize fatigue in yourself and others; react accordingly



What is expected of Good Guests?

- You have an absolute obligation to get along with other guests of the host
- Leave when it is time, if you're not sure then ask!



What is expected of Host Commanders?

- Be cognizant of what is the responding organization's commitment!
- Clearly understand and explain your current situation
- Know what you want, ask for it...listen for feedback
- Accommodate the strengths and abilities of guest organizations



What is expected of Host Commanders?

- Make the PIO/Media Plan known
- Manage yourself...know your limitations
- Establish and implement the demobilization plan when appropriate
- Recognize fatigue; react accordingly



Documentation Is a Must !

- All units should be responsible for their own documentation
- Documentation must be accurate
- Documentation must be submitted through proper channels
- Documentation is critical for any injury, damaged equipment, and inventory depletions



Resource Typing

- Typing refers to the capability of the resource
 - Vehicles, equipment and personnel
 - The lower the number, the more capable the resource
- National standards will be used to ‘type’ resources
- *Typed Resource Definitions for Fire & Hazardous Materials Resources: FEMA Document 508-4* provides a list of typed resources for responders:

http://www.fema.gov/pdf/emergency/nims/fire_haz_mat.pdf



Resource Typing

- Time frames for deployments will vary
- Be prepared for pre-staging assignments
- Be prepared to be a component of a Strike Team or Task Force
- Resource definitions
 - Single Resources
 - Strike Teams
 - Task Force
 - Specialized Units



SUSTAINABILITY

- Resources involved in long term deployments shall be capable of sustaining apparatus, equipment, and personnel for a period of at least 72 hours



SUSTAINABILITY

- Apparatus or equipment should be adequately stocked with supplies and equipment including consumable items.
- Fuel must be a consideration for deploying resources particularly if the host organization is not capable of logistical support for the initial operational periods.
- Water supply, fittings, adaptors to match the local jurisdiction as well as breathing air refill are additional points of concern.



SUSTAINABILITY

- Human resources are the fire service's greatest resource; personnel must be supported for the duration of their deployment.
- Short term deployments usually present little problems as these are within the prescribed shift that the employee intended on working and logistical support is usually readily available.



SUSTAINABILITY

- Long term deployments may require the guest agency to fully support its personnel for a period of 72 hours or more
- The following items must be considered when preparing for long deployments:
 - Meals
 - Personal Hygiene
 - Shelter
 - Sleeping materials



SUSTAINABILITY

- Resource inventories and personnel equipment check sheets shall be utilized
- Inventories should be maintained throughout the deployment and the demobilization process



Facilitating Intrastate Mutual Aid

- Requires state and/or regional coordination points resulting in:
 - Common understanding of command, control, and communications through NIMS
 - Common understanding of resource typing
 - Resource ordering (what is the process?)
 - Common understanding of resource tracking
 - Common understanding of training requirements
 - Common understanding of cost recovery
 - Common understanding of legal considerations



Remember: It's a local response!

A basic tenet of emergency management

“Every emergency is a local phenomenon. While the scope and magnitude of the emergency can vary, it is still the responsibility of the local authority.”



Questions ?





IAFC



**Met with EMI Planning
Staff the week of
March 16th.**



- **More on-line offerings**
 - **More diverse topics**
- **EMI/EFO Development**



- **Thursday 10:30 – Noon**
- **Understanding EMAC**

