

# INCIDENT COMMAND SYSTEM

## Position Manual

### GROUND SUPPORT UNIT LEADER- HIGH RISE INCIDENT

ICS-1008

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This document contains information relative to the Incident Command System (ICS), developed by FIREScope and adopted as the framework of the National Incident Management System (NIMS). ICS products are designed to be compatible with and compliant with NIMS, as directed by the National Response Plan and adopted by the FIREScope Board of Directors.

Additional information and documentation can be obtained from the following source:

FIREScope  
Document Control  
2524 Mulberry Street  
Riverside, CA 92501-2200  
(951) 782-4174  
Fax (951) 782-4239  
[www.firescope.org](http://www.firescope.org)

The information contained in this document has been approved by the Fire and Rescue Service Advisory Committee/FIREScope Board of Directors for application in the statewide California Fire and Rescue Mutual Aid System.

This material is a development of the FIREScope Program.

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## CHAPTER 1 CHECKLIST

### 1.1 CHECKLIST USE

The checklist presented below should be considered as a minimum requirement for the position.

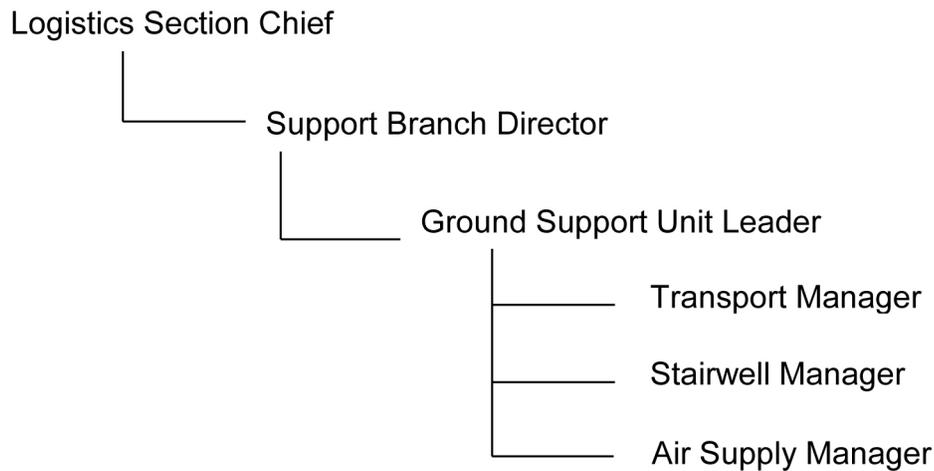
### 1.2 HIGH RISE INCIDENT GROUND SUPPORT UNIT LEADER'S CHECKLIST

- a. Obtain briefing from Support Branch Director, Logistics Section Chief, or Incident Commander (Reference ICS 420-1 FOG - Chapter 1 Common Responsibilities).
- b. Participate in Support Branch/Logistics Section planning activities.
- c. Determine needs (e.g., personnel, equipment, communications, and supplies).
- d. Identify, establish and implement safe access routes as identified in the Traffic and Personnel Movement Plans.
- e. Assign personnel to transport services including stairwell, ground level, and general motor transport.
- f. Assign personnel to fueling, maintenance, and support of apparatus and portable power equipment, and emergency power systems, as appropriate.
- g. Assign personnel to SCBA air cylinder refilling, maintenance and support.
- h. Maintain inventory of support and transportation vehicles, maintenance and fuel supplies.
- i. Update Support Branch Director, Logistics Section Chief, or Incident Commander, as directed.
- j. Secure operations and release personnel as determined by the Demobilization Plan.
- k. Maintain Unit/Activity Log (ICS Form 214).

**CHAPTER 2 ORGANIZATION, PERSONNEL AND PROCEDURES**

**2.1 ORGANIZATION**

- a. The Ground Support Unit Leader is responsible for:
  - 1. Facilitating the movement of personnel, equipment, and supplies from Base to Staging.
  - 2. Refilling of SCBA air cylinders, providing fueling, service and maintenance of vehicles and portable power equipment.
  - 3. Implementing the ground level Traffic/Movement Plan at the incident including marking safe access routes and zones.
- b. The Ground Support Unit Leader reports to the Support Branch Director (if established) or the Logistics Section Chief.



**2.2 PERSONNEL**

The number of personnel needed to perform the major responsibilities assigned to the Ground Support Unit will vary based upon the size, duration and complexity of the incident. Ground Support Unit personnel will be located in all areas of the incident.

**2.3 MAJOR RESPONSIBILITIES AND PROCEDURES.**

- a. Check in and obtain briefing from Support Branch Director, Logistics Section Chief, or Incident Commander.

1. Identify and locate the areas to be serviced by the Ground Support Unit.
  2. Identify the existing Traffic, Personnel Movement and Evacuation Plans, safety concerns, designated stairwell usage, stairwell conditions, and elevator restrictions.
  3. Determine the number of personnel assigned to tasks requiring SCBA use, and expected duration of the incident.
  4. Incident organization and resources assigned.
  5. Incident Communication Plan.
- b. Participate in Support Branch/Logistics Section planning activities.
1. Attend Support Branch/Logistics Section planning meetings as requested.
  2. Provide information concerning Ground Support Unit activities.
  3. Develop/revise the Traffic and Personnel Movement Plan. Obtain Incident Action Plan and updates.
- c. Identify, establish and implement safe access routes as identified in the Traffic and Personnel Movement Plans.
- d. Assign personnel to transport services including stairwell, ground level, and general motor transport.
1. Order personnel from the Support Branch/Logistics Section.
    - A. One responder per alternate floors.
  2. Determine elevator availability. Coordinate with Lobby Control Unit Leader.
  3. Establish ground transport function between Base, Lobby, and the designated stairwell/elevator.
    - A. Consider the assignment of a Transport Manager.
  4. Establish transport function to Staging in the designated stairwell(s) or elevator(s).
    - A. Consider the assignment of a Stairwell Manager.
    - B. Duration of work periods should be based on stairwell conditions and workload.

5. Establish an auxiliary water supply, if needed. Coordinate with Base Manager, Systems Control Unit Leader and Operations Section Chief.
- e. Assign personnel to fueling, maintenance, and support of apparatus and portable power equipment, and emergency power systems. Coordinate with Systems Control Unit Leader.
- f. Assign personnel to SCBA air cylinder refilling, maintenance and support.
  1. Consider the assignment of an Air Supply Manager as needed.
  2. Estimate cylinder refill capacity compared to projected cylinders use.
  3. For multi-jurisdictional incidents determine types of SCBA in use.
  4. Order the needed personnel, equipment, and cylinder refilling apparatus from the Support Branch Director of Logistics Section Chief.
- g. Maintain inventory of support and transportation vehicles, maintenance and fuel supplies.
- h. Update Support Branch Director, Logistics Section Chief or Incident Commander, as directed.
- i. Secure operations and release personnel, as determined by the Demobilization Plan.
- j. Maintain Unit/Activity Log (ICS Form 214).