

<b>Standard Operating Procedure</b>	NO: 01-01-13
Scriba Volunteer Fire Department Scriba, NY	Date: 04/15/2017
Topic: General	Page <b>1</b> of <b>1</b>
Title: ISSUED PORTABLES	Revision: 0                      Date:

**Purpose**

To provide an outline for the issuance, use, maintenance and responsibilities of Portable Radios issued to Scriba FD personal.

**Scope**

This procedure will cover all portables issued and carried by individuals with the exception of chief officers.

**Guideline**

**On Network**

- The portables will be programmed with a unique radio ID starting with 2704 and progressing up.
- The portables will be programmed with the full set of radio channels in all banks.
- The member that has been issued a portable will use that units ID as a radio designation. (i.e. 27 Portable 4)
- The primary use of these portables is for communication with other Scriba units.
- Communication with dispatch should be limited to acknowledging an alarm or brief updates, if the member is the first to arrive on scene. Calling enroute and on scene is prohibited.
- The chief may, on a temporary basis appoint a deputy chief. If this occurs the member will assume the role of 2704 and following the radio policies that apply to chiefs as outlined by the Oswego County Fire Coordinator.

**Off Network**

- These portables will be programmed with a unique radio ID. This ID is for tracking purposes only and will not display at the 911 center.
- Off network radios will be programmed with channels 3-6 on bank A only.
- These portables will primarily be issued to dedicated Fire Police members for the use in traffic control.
- Channel 3 should be our default operating channel. In the event channel 3 is in use, progress 1 channel until a free channel is located.
- Additional off network radios will be carried by the chiefs.