

	<b>Wintergreen Fire and Rescue Standard Operating Guideline</b>	
	<b>Subject:</b>	Transfer of Command
	<b>Reference Number:</b>	OPER 06-003
	<b>Effective Date:</b>	16-Nov-04
	<b>Last Revision Date:</b>	N/A
	<b>Signature of Approval</b>	Curtis Sheets, Chief

**Purpose:**

To establish a policy on how command of an incident will be transferred.

**Policy:**

Command will only be transferred to someone on location of the incident.

Command shall only be transferred to someone with a higher level of expertise or authority. That member shall use his/her discretion before assuming command.

The member in command shall provide a status report to the person assuming command face to face or if unable to complete face to face, over the radio.

A status report shall include the following:

- Description of what happened
- Whether anyone was/is injured or trapped
- What has been done so far
- Whether the problem has stabilized or is getting worse
- What resources are on scene or en-route

Once command has been transferred, the member now in command shall contact dispatch advising them of the transfer. Dispatch will announce the transfer.