Purpose: To establish a procedure for the Fire Alarm Operator (FAO) to follow when directed by the OIC during an emergency requiring the recall of off-duty personnel. This would typically be necessary during emergency operations where on-duty crews are operating at an incident for a prolonged period of time and additional personnel need to be recalled. This may also include incidents that require the response of specific off-duty personnel. (For example, recall of command staff, marine division, etc.) The OIC may request personnel recall by shift, division, rank, or general alarm recall depending on the type circumstances of the incident. (Consistent with SOG 2003.)

1. When the Fire Chief or his/her designee indicates to the FAO office a need for a "Personnel Recall" the FAO Operator shall:

   a) Utilize the SCM Software to notify all-personnel via text message of the "Personnel Recall" utilizing the appropriate "signal".
      - Signals shall be pre-determined and programmed within the SCM Software.

2. Advise the Fire Chief or his/her designee of the notification.
3. Advise recalled Command Staff Personnel at Station 1 of the notification.
4. Make a log entry of the notification.

See Also Human Resources - SOG 2003 General Alarm Personnel Recall

General Alarm Personnel Recall: Term given to a complex and evolving incident requiring all on-duty personnel for a prolonged period of time and/or the recall of ***all off-duty personnel*** to control and mitigate as determined by the OIC.