

	Standard Operating Guideline – West Fargo Fire Department		01.020
	Subject: Department Operations Center		
	Section: Deployment and Safety		
	Date Authorized: 6/4/2020	Authorized by:	
Date Reviewed:	Chief Daniel Fuller		

Intent

To establish procedures to operate the Department Operations Center to aide in the coordination of resources and intelligence for incident commanders in the field.

References

Definitions

Guideline

1. The Department Operations Center (DOC) is located in the Watchroom at the Southside Fire Station. Under normal circumstances, this area is used by the on-duty crew, however in an emergency, this room is transformed into the DOC.

**Southside Fire Station
445 29th Ave W
West Fargo, ND 58078**

DOC Direct Line: 701-515-5631

2. The DOC is activated when large scale incidents or multiple incidents occur such as fires, natural disasters, and civil unrest.
3. The purpose of the DOC is to receive situation reports from the emergency operations center, to gather, verify, document, and disseminate other forms of intelligence to incident commanders in the field. The DOC can also route information from the field to the EOC.
4. The DOC will be staffed according to three levels
 - a. Monitoring
 - i. When an impending action or event is likely to occur, the DOC will go into a monitoring action phase
 - ii. Staffed with a Battalion Chief or Deputy Chief
 - b. Partial Activation
 - i. Staffed with a Deputy Chief and Aide
 - c. Full Activation
 - i. Staffed with two deputy chiefs, two aides

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