

DEPARTMENT OF FIRE AND RESCUE SERVICES



GENERAL ORDER



410.04

Originating From	Issue Date	Revision Date	Attachments
C.I.T.	4/27/2004	N/A	A

**SUBJECT: Shared Crew**

**APPLICABILITY: All Personnel**

**POLICY:**

“Shared crew” is a capability of the Intergraph Public Safety (IPS) Computer-Aided Dispatch (CAD) system that allows a station to have a specific group of units in-service simultaneously but permits only one of the groups to be recommended for dispatch to an incident at any given time.

1 The shared crew capability of CAD should be used when a station has personnel to staff only one of the in-service units and the desire is to have only one of the units dispatched at any given time.

1.1 A group of units in the same station can be either:

1.1.1 In-service and in shared crew status, or;

1.1.2 In-service and out of shared crew status at any given time.

1.2 The shared crew feature shall only be used with units that are from different unit classes or from the same unit class but have functional differences.

1.2.1 Different unit classes: an engine and squad

1.2.2 Same unit class: an engine and a rescue engine

1.2.3 Example: Station 6 maintains Engine 61 and Truck 6 in-service at all times and in shared crew status. When an incident requires both an engine and a truck, the CAD system will assign either the engine or the truck based on assignment. When staffing permits, Station 6 can “un-share” Engine 61 from Truck 6 allowing the CAD system to dispatch both Engine 61 and Truck 6 to incidents concurrently.

2 If a volunteer department wants to place a group of units into shared crew status, a chief officer or a designee of the respective department shall contact the Deputy Chief of Operations or Deputy Chief of Communications, Information & Technology, and inform them of their interest. The deputy chiefs will work with the respective volunteer department to set up the crew sharing program.

DEPARTMENT OF FIRE AND RESCUE SERVICES



GENERAL ORDER

410.04



- 3 Attachment A lists the departments participating in the shared crew program and operating guidelines.

Approved:

A handwritten signature in cursive script that reads "Joseph A. Herr".

---

Joseph A. Herr  
Fire Chief

## DEPARTMENT OF FIRE AND RESCUE SERVICES



# GENERAL ORDER

410.04



### *Attachment A*

## **Departments Participating in the Shared Crew Program**

1 The following stations are utilizing the shared crew feature of CAD:

1.1 Station 6 - Savage Volunteer Fire Company

1.1.1 Units in shared crew Status: Engine 61, Engine 62, and Truck 6

1.1.2 Units are always in shared crew status unless advised by the station.

1.2 Station 2 - Ellicott City Volunteer Fireman's Association

1.2.1 Units in shared crew status: Engine 21, Engine 22, and Squad 2

1.2.2 Units are in shared crew status Monday through Friday, 0700 to 1700 hours.  
The CAD system automatically places the units in and out of shared crew status at the appropriate times.

1.2.3 Units are always in shared crew status as outlined above unless advised by the station.