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**Department of Emergency Services  
Fire-EMS Division  
Standard Operating Procedures**

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## General Policies

Subject: Responsibilities Of Supplemental Personnel  
Revised: 4-1-03  
Section: 226.00

### 226.01 Purpose

To establish guidelines for the responsibilities of supplemental personnel.

### 226.01 Policy

- A. The third person may be assigned to any station by Command Staff.
- B. Assignment of supplemental personnel at the station is at the discretion of Command staff.
- C. The third person shall respond with the Fire-EMS on duty personnel on all priority 1 medical responses or any other response requiring additional personnel.
- D. The third person will remain available for other Fire-EMS responses if not part of the Fire-EMS personnel on a medical response.
- E. The third person shall respond in the first due engine to all Fire Department responses.
- F. When a third person is scheduled at a station and a fire alarm is received, two of the on-duty Fire-EMS personnel will respond with the engine and one will respond with the paramedic rescue unit.
- G. The engine should remain in the first due Fire-EMS box area unless called for.
- H. The services of this third person may be requested to assist with station maintenance of headquarters station or other special details.