



ANN ARBOR FIRE DEPARTMENT

Standard Operating Procedures – 1.03 Administrative Notification



ADMINISTRATIVE NOTIFICATION

Effective: July 12, 2024
Scheduled Review: July 12, 2027
Approved: Fire Chief Mike Kennedy

I. PURPOSE

This procedure outlines the notification of assistant chief of operations and fire chief of significant incidents.

II. PROCEDURE

If the fire chief or assistant chief of operations does not call responding or is on-scene for the following incident types, when possible, the battalion chief shall call via cell phone the assistant chief of operations. If the assistant chief of operations is unavailable, the fire chief will be called. Once the assistant chief of operations or fire chief is notified or on-scene, no further notification is necessary.

- Active shooter / assailant.
- Airplane crash.
- All on-duty apparatus are committed.
- Any mutual aid response (excluding automatic aid on the freeways).
- Any response of the Washtenaw County Hazardous Materials Team or Technical Rescue Team into the City of Ann Arbor.
- Confirmed entrapment of a patient: vehicle, machinery, building.
- Confirmed structure fire or vehicle fire in a parking garage.
- Incident requiring the evacuation of any school building, hospital, apartment complex, high-rise, business, commercial, or university occupancy.
- Mass casualty incident.
- Train derailment (passenger or freight)
- Injury to personnel requiring transport or urgent care visit.
- Crash involving an apparatus.
- Unusual incident types that may garner media attention.
- Any traumatic death including suicide, pedestrian struck, motorcycle crash, stabbing, gunshot wound, fall from height, etc.