ALLEGANY COUNTY MARYLAND	Allegany County Emergency Services Board Policies and Standards
Subject: Response Index Policy	**Approved: December 9, 2025**
Approved: _W. Sh— M_ ,	**Emergency Services Board Chair Shannon Adams**

1. Purpose

The purpose of this policy is to establish a standardized Response Index System for all Fire and EMS Departments operating within Allegany County. This system ensures that each incident is assigned the correct response category and that all apparatus is dispatched in a consistent, predetermined order based on geographic box areas. From this point the 911 Joint Communications Center will be known as "Allegany".

2. Scope

This policy applies to:

a) All Fire and EMS Departments dispatched by Allegany.

b) All incident codes within Allegany's Computer Aided Dispatch (CAD) system.

c) All box areas within Allegany County.

3. Incident Classification

Below are a list of incident types and the appropriate response categories that they will be dispatched.

D.E.S. 911 COMMUNICATIONS CENTER UPDATED CAD ASSIGNMENTS

LOCAL FIRE ASSIGNMENT	RESIDENTIAL FIRE ASSIGNMENT	COMMERCIAL FIRE ASSIGNMENT	RESCUE ASSIGNMENT	RESCUE ASSIGNMENT w/ENTRAP.
1 Engine/Brush/MP/Special	4 Engines	5 Engines	1 Engine	1 Engine
BOAT FIRE	2 Specials	2 Specials	1 RE or Rescue	1 RE or Rescue
BODY RECOVERY	3 Tankers (Non-Hydrant)	4 Tankers (Non-Hydrant)	1 EMS	1 Rescue
BRUSH FIRE	1 EMS	1 EMS	UTV (If Off Road or GAP Trail)	2 EMS
CO ALARM	BRUSH FIRE W/STRUCTURE	AIRCRAFT FIRE	VEHICLE CRASH NOTIFICATION	Lt. 51
COMMERCIAL CO ALARM	LARGE NON DWELLING FIRE	COMMERCIAL BUILDING EXPLO	VEHICLE ACCIDENT WITH INJRY	AIRCRAFT CRASH
COMMERCIAL VEHICLE FIRE	NON DWELLING EXPLOSION	COMMERCIAL FIRE	PEDESTRIAN STRUCK	AIRCRAFT EMERGENCY
CONTROLLED BURN	RESIDENTIAL FIRE	TANK FARM FIRE	SWIMMING POOL RESCUE	ENTRAPMENT
DUMPSTER FIRE	TRAILER FIRE	TRAIN FIRE	VEHICLE ACCIDENT IN FLOODWATER	MARSH/MUD/AVALANCHE
ELEVATOR RESCUE				TRAIN COLLISION/DERAILMENT
EXPLOSION				VEHICLE ACCIDENT COMMERCIAL
FLOODING CONDITON (UTILITY)	RESIDENTIAL DOWNGRADE			VEHICLE ACCIDENT ENTRAPMENT
FUEL SPILL	2 Engines			VEHICLE FIRE WITH ENTRAPMENT
LARGE OUTSIDE FIRE	1 Special	COMMERCIAL FIRE DOWNGRADE	AUTOMATIC FIRE ALARM	VEHICLE CRASH INTO BUILDING
LINES DOWN (UTILITY)	1 Tanker (Non-Hydrant)	3 Engines	2 Engines	VEHICLE CRASH INTO BUILDING & HAZMAT
LANDING ZONE	1 EMS	2 Specials	1 Special	SPECIAL OPS - RESCUE ASSIGNMENT
VEHICLE ACCIDENT NO INJURY	BOAT FIRE NEAR BUILDING	2 Tankers (Non-Hydrant)	GENERAL FIRE ALARM	Co. 48
NATURAL GAS OUTSIDE	BRUSH FIRE W/EXPOSURE	1 EMS	RESIDENTIAL BURNT FOOD	Appropriate Stations
ODOR OUTSIDE	CO ALARM W/PATIENT	COMMERCIAL CO W/PATIENT	COMMERRCIAL BURNT FOOD	Appropriate Support Units
OUTSIDE FIRE	ELECTRICAL HAZARD	COMMERCIAL ELECTRICAL HAZ		BODY RECOVERY-DUTY48
ROCK SLIDE	FIRE OTHER THREAT BUILDING	COMMERCIAL FLUE FIRE	2ND ALARM ASSIGNMENT	COLLAPSE RESCUE
SERVICE CALL	FLUE FIRE	COMMERCIAL LIGHTNING STRIKE	3 Engines	CONFINED SPACE
SMALL TANK FIRE	LARGE TANK FIRE	NATURAL GAS COMMERCIAL	1 Special	HAZMAT
SMOKE INVESTIGATION	LIGHTNING STRIKE	ODOR COMMERCIAL	LG NON DWELLING W/ENTRAP (H)	HAZMAT WATER
TRANSFORMER ARCING	NATURAL GAS RESIDENTIAL	PARKING GARAGE FIRE	COMMERCIAL FIRE W/ENTRAP	HIGH ANGLE RESCUE
TREE DOWN (UTILITY)	ODOR INSIDE		RESIDENTIAL FIRE W/ENTRAP (H)	ICE RESUCE
VEHICLE EXPLOSION	PERSON ON FIRE		SM NON DWELLING W/ENTRAP (H)	VEHICLE CRASH INTO BUILDING
VEHICLE FIRE	SMALL NON DWELLING FIRE		TRAILER FIRE W/ENTRAPMENT (H)	VEHICLE CRASH INTO BUILDING & HAZMAT
WEATHER DISASTER	SMALL TANK FIRE BUILDING			VEHICLE CRASH W/HAZMAT
	VEHICLE FIRE STRUCTURE			VEHICLE CRASH IN FLOODWATER
				OUTSIDE FIRE W/HAZMAT
				SINKING VEHICLE
WORKING ALARM ASSIGNMENT	EACH ADDITIONAL ALARM		LIMITED ACCESS AREA	TRENCH RESUCE
1 Engine	3 Engines		4 Brush or Mini-Pumpers (In addition to the above)	VEHICLE FIRE W/ENTRAP & HAZMAT
1 Air Unit (If not on "Initial")	1 Special			VEHICLE FIRE W/HAZMAT

4. Response Index Overview

a. Each box area in Allegany County shall have one Response Index Card completed and filed with Allegany.

b. The Response Index Card lists the order of responding apparatus for each category (Local, Rescue, Residential, and Commercial).

c. Apparatus should be listed from closest to furthest, based on preferred unit response from each department.

d. Areas where tankers are needed shall be clearly denoted on the index so that they can be properly programmed in CAD.

e. The Miscellaneous field may be used to add:

1) AIR Units

2) Rehab Units

3) Specialty Units (MP, etc.)

4) Please specify on which alarm these units are to be dispatched.

5. Unit Assignment Rules

a. Double-pulling of units is not allowable until after the working alarm assignment.

b. Response order should reflect closest to furthest apparatus to ensure the most efficient dispatch.

c. Box Cards are drafted and submitted by the Fire-EMS Chief. Each greater alarm is based on these Box Cards. The filling of failed units is based on CAD's closest unit / type code.

6. Local Fire Response Levels

Local fires will be divided into two categories:

a. Brush / Wildland Fires

Level	Response
Initial Response	First due company (brush unit(s), engine, tanker as applicable)
Level 1	+3 Brush Trucks, +3 UTVs, +2 Tankers
Level 2	+5 Brush Trucks, +3 UTVs, +1 Tanker, +1 Engine (fill site)
Level 3 & >	+5 Brush Trucks per level (additional specialty units as needed)

1) The IC may request higher levels based on fire growth or conditions
2) Specialty units (e.g., DNR or Forestry units) may be added upon request.

b. Local – Other Fires (Vehicle, Dumpster, Equipment, Etc.)

Level	Response
Initial Response	Company-level response (first due engine, tanker, and command)
Each Additional Response Upgrade	+3 Engines, +2 Tankers per level
Upgrades may be triggered automatically by IC or requested manually based on incident growth	

7. Residential, Commercial, and Rescue Assignments

Each box area's Response Index Card will include the desired apparatus for both Residential and Commercial fire assignments. The number and type of units per alarm will follow county-wide standards, unless otherwise authorized by the Standards Committee.

Special Note: The Automatic Fire Alarm Engines and Special should match the first two engines and special on your Commercial Downgrade for CAD programming purposes.

Type	Response
Local Fire	1 Company
Local Other	1 Company
Rescue	1 Rescue-Engine or Engine w/Extrication 1 Ambulance 1 UTV (Location Based) OR 1 Engine 1 Rescue 1 Ambulance 1 UTV (Location Based)
Rescue w/Entrapment	1 Engine or Engine w/Extrication 2 Rescues (Rescue-Engines or Rescues) 2 Ambulances
Automatic Fire Alarm	2 Engines 1 Special
Residential Downgrade	2 Engines 1 Special 1 Tanker (Non-Hydrant) 1 Ambulance
Residential Initial	4 Engines 2 Specials 3 Tankers (Non-Hydrant) 1 Ambulance
Working Residential Upgrade	1 Engine 1 Ambulance 1 AIR (Unless on Initial)
2nd Alarm Residential	3 Engines 1 Special 1 Ambulance
3rd to 5th Alarm Residential	3 Engines (Each alarm) 1 Special (Each Alarm
Commercial Downgrade	3 Engines 2 Specials 2 Tankers (Non-Hydrant) 1 Ambulance

Commercial Initial	5 Engines 2 Specials 4 Tankers (Non-Hydrant) 1 Ambulance
Working Commercial Upgrade	1 Engine 1 Ambulance 1 AIR (Unless on Initial)
2nd Alarm Commercial	3 Engines 1 Special 1 Ambulance
3rd to 5th Alarm Commercial	3 Engines 1 Special

8. Programming and Updates

a. Allegany will input all Response Index Cards into the CAD system as received and time permits.

b. Departments must submit updated cards annually, or any time a unit assignment or response order changes.

c. All cards shall be reviewed and approved by the Standards Committee during the meeting after box cards are received.

9. Compliance and Review

a. Fire and EMS Chiefs are responsible for ensuring their department's information remains current.

b. This policy shall be reviewed annually by Allegany County 911 Joint Communications Chief and Fire – EMS Chief's Chairperson to maintain operational accuracy.