Grant County Fire Protection District 3

POLICY AND PROCEDURE

TACTICAL ACTION GUIDELINES

1. NUMBER: 9.1.18

2. SUBJECT: Vehicle and Personnel Numbering System

3. POLICY: This Policy and Procedure establishes the standardized numbering system used to identify district officers, and apparatus within Grant County Fire Protection District #3. This system is intended to ensure consistency, clear communication, and effective incident management.
These radio identification (ID) numbers are separate from and should not be confused with district personnel identification numbers or apparatus asset numbers used for administrative purposes.

4. SCOPE: This Policy and Procedure is applicable to all personnel of Grant County Fire District 3.

5. RESPONSIBILITIES:

   A. The District Fire Chief is responsible for ensuring that this Policy and Procedure is adhered to.

   B. All personnel are responsible for complying with this Policy and Procedure.

6. PROCEDURE:

   A. Numbering Structure

   All officers and apparatus shall be assigned a four-digit identification number structured as follows:

   [1st Digit] – [2nd Digit] – [3rd Digit] – [4th Digit]

   1. First Digit – District Identifier
      3 designates Grant County Fire Protection District #3.

   2. Second Digit – Battalion Assignment
      0 – Career Officers
      1 – Quincy
      2 – Winchester
      3 – Block 71
      4 – Low Gap
      5 – George

6 – Sunland
7 – Trinidad / Crescent Bar

3. Third Digit – Unit or Personnel Type
   0 – Officer
   1 – Engine
   2 – Brush
   3 – Tender
   4 – Rescue / Truck
   5 – Aid Unit
   6 – Support
   7 – Utility
   8 – Undesignated
   9 – Undesignated

4. Fourth Digit – Specific Identifier
   a. Personnel (when 3rd digit = 0):
      1 – Station Captain
      2 – Station Lieutenant
      3 – Station Lieutenant
      4 – Station Lieutenant
      5 – Station Lieutenant
      6 – Undesignated
      7 – Undesignated
   b. Apparatus (when 3rd digit ≠ 0):
      The fourth digit identifies sequential numbering of similar apparatus within a battalion.
      Examples:
      3121 – 1st Quincy Brush Unit
      3122 – 2nd Quincy Brush Unit

5. Specialty Numbering
   a. Utility 31 – Side by Side ORV
   b. Boat 37 – Rescue Boat
   c. Command 3 – Used by any personnel while acting in the capacity of the District Duty Officer, regardless of their individually assigned officer identification number or the apparatus number they are operating.

6. Examples
   a. 3001 – Chief
   b. 3101 – St. 31 Captain
   c. 3111 – St. 31 First Out Engine
   d. 3201 – St. 32 Captain

e. 3221 – St. 32 Brush Rig
f. 3502 – St. 35 Lieutenant
g. 3531 – St. 35 Tender

B. Assignment and Use

1. The District Fire Chief or designee shall assign all numbering designations.
2. No personnel or unit shall self-assign or alter identifiers.
3. All identifiers shall be used in radio communications, reports, and official documentation.
4. Changes to numbering shall be communicated to all personnel.