



SHROPSHIRE

Fire and Rescue Service

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**Brigade Order
Operations
4**

Part 4

Recall to duty

Brigade Order Operations 4

Part 4 – Recall to duty

Purpose

This order clarifies the procedures to be put in place should additional staff be required to resource a large scale incident or spate conditions.

Strategic Aims

This Order supports the following Strategic Aims:

Aim 1: Reduce the risk to life and material loss from fire and other emergencies in the community

Aim 2: Protect life, property and the environment from fire and other emergencies

Aim 3: Secure the highest level of safety and welfare for staff by providing effective leadership and management, training, equipment and systems of work.

Roles, responsibilities and review

The **Head of Operational Response** is responsible for ensuring this Order is implemented across the Brigade.

Principal Officers will be responsible for the day to day operation of the Order.

The **Head of Operational Response** will review this Order biennially in May and as and when organisational changes take place.

Introduction

There may be occasions during periods of high demand or at exceptional incidents when it may be necessary to recall staff to duty. This Order outlines the procedure that will be followed should this be deemed necessary.

Recall to duty will be entirely voluntary and, with the exception of mobilising of the Incident Response Unit, will be at the discretion of the Executive Officer.

Recall procedure – wholetime officers

On receiving notification that the Executive Officer has instigated recall to duty, the duty Principal Officer (if available) or other person nominated by him will attend Fire Control and attempt to make contact with appropriate officers by telephone. Fire Control holds a full list of officer contact details for this purpose.

The Principal Officer will ask whether a colleague is able to return to duty. In the event that they are not, the Principal Officer will note any times when that colleague may become available and then telephone another until sufficient officers have been recalled.

No reason need be given as the recall scheme is entirely voluntary.

Recall procedure – wholetime operational crews

In the event that wholetime crews need to be recalled to duty the Principal Officer will attempt to contact one of the watch junior officers in the first instance and request their assistance in obtaining contact details through watch records. The wholetime officer's procedure will then be followed. Similar arrangements will operate for the recall of Fire Control staff.

Recall procedure – retained duty system personnel

All mobilisations of retained duty system personnel will be carried out through Fire Control mobilisation of the station.

Recall procedure – non-uniformed personnel

In exceptional circumstances it may be necessary to ask support staff to return to duty, for example, Human Resources staff to assist in obtaining personal details. The Principal Officer will attempt to contact the section head or 'team leader' to make contact with appropriate staff members.

Remuneration

In the event that any staff member returns to duty when requested remuneration will be as per the Conditions of Service laid down in the 'Grey Book' for uniformed staff. Non-uniformed staff will receive appropriate overtime rates of pay.

