



CITY OF HOLYOKE
FIRE DEPARTMENT HEADQUARTERS

JOHN A. POND
CHIEF OF THE DEPARTMENT

MAYOR ALEX B. MORSE

December 9, 2015

Order #303

Effective December 11, 2015 @0700 hours

Brown Out Procedure

When staffing shortages occur due to vacation, personal days, union days, IOD, etc. and a minimum of 3 Firefighters on all apparatus cannot be accomplished, the following procedure shall be implemented:

1. All initial full responses will remain (2) Engines and (1) Truck Company.
2. Upon confirmation of a working fire the next due Engine Company shall respond.
3. Firefighter staffing does not include the Deputy Chief on duty.
4. When Firefighter staffing is at 20 Firefighters, Engine #2 will be browned-out and any additional Firefighters shall be reassigned to Tactical Vehicle #1.
5. When staffing falls below 20 Firefighters, additional Firefighters will be reassigned to other front line apparatus per the Deputy Chief on duty. Responses to medical emergencies requiring the Class V Ambulance will be staffed as follows: Engine #1 will staff Tactical #1 and Engine #3 will staff Tactical #2.
6. After Engine #2 has been browned-out and all additional Firefighters have been reassigned to accomplish the minimum 3 Firefighters per apparatus the Deputy Chief on duty shall hire overtime to maintain the minimum staffing of 18 Firefighters.

John A. Pond
Chief of the Department

“PRESERVING LIFE AND PROPERTY SINCE 1851”