



Policy Radio Allocation

1. Purpose and Objectives

This policy outlines the criteria and processes used to allocate and purchase approved CFA radios to improve operational capacity, information flow, and firefighter safety.

2. Scope

This policy applies to all CFA members.

This policy applies to CFA approved radios, including base radios, mobiles, portables, multi-band digital radios, Transportable (bag) radios, Transportable Repeaters, Vehicle Mounted Repeaters and In Building Repeaters.

The policy excludes the allocation of the following: personal issue EAS pagers, listening sets, mobile phones, vehicle data terminals, UHF CB radios, Aircraft radios and major communications infrastructure.

3. Policy Statement

This policy establishes clear guidelines to ensure that CFA is allocating radios in the most effective, practical and systematic way, guaranteeing the utilisation of available CFA resources in an efficient manner. CFA will monitor and where appropriate identify underutilised radios and re-allocate them instead of issuing additional radios in the first instance.

This policy must be read in conjunction with the **Procedure- Radio Management**.

3.1 Radio Allocation

- 3.1.1 Only CFA approved radio equipment shall be used for CFA communications on the Victorian Radio Network (VRN).
- 3.1.2 Radios will be allocated to maximise operational effectiveness and safety. Allocation will **not** be automatically based on the rank that a CFA member may hold.
- 3.1.3 CFA's radio fleet has several constraints concerning the allocation of radios throughout the organisation, including limited network capacity for the number of licensed terminals on the Victorian Radio Network (VRN) and the annual cost of licensing and maintenance per unit, therefore expansion to the fleet of radio terminals will need to be managed effectively.
- 3.1.4 Radios will be allocated to Operational vehicles and Command and Control infrastructure (e.g. Incident Control Centres) under the Procedure- Radio Management.
- 3.1.5 Where there is an operational requirement for radios to be allocated in addition to above, the allocation must be approved through the Operational Justification process outlined in the Procedure- Radio Management.
- 3.1.6 Where a private vehicle is commonly used for Command and Control purposes it *may* be allocated a radio(s) where validated through the Operational Justification process outlined in the Procedure- Radio Management.

- 3.1.7 Communications in private equipment not under contract to agencies (e.g., private tankers or plant) should be provided by owners or operators of that equipment. These may be Citizens band VHF/UHF/CB radios as required to meet the relevant Communications Plan. CFA Internet brochure link-

https://www.cfa.vic.gov.au/articledocuments/550/2016_Private_Equipment_Guidelines_edn_2_jun16.pdf.aspx

In particular Section 2, 2.12 Communications

- 3.1.8 Radios shall not be purchased without meeting the Operational Justification criteria and Procedure.
- 3.1.9 Radios that are operationally justified under the Procedure- Radio Management will be funded by CFA (subject to available funding).
Where necessary, brigades may also “purchase” radios that have been approved by the Assistant Chief Fire Officer for their relevant District following the Operational Justification processes outlined in the Procedure- Radio Management. These radios then become a CFA asset and will be managed and maintained by CFA.
- 3.1.10 Forest Industry Brigades (FIB’s), Coast Guard and other agencies operating under CFA Legislation & Regulations will be supplied with radios in accordance with the current agreement. Where the Brigades/Units provide their own radios, they must be compatible with CFA approved radios and approved to operate on the RMR network. Refer Procedure- Radio Management- Schedule 2.

3.2 Transitional Arrangements

- 3.2.1 During any Radio Replacement Program changeover, the existing Brigade purchased approved radios will be considered as CFA assets and, where operationally justified, will be replaced in accordance with this policy under transitional arrangements.

4. Definitions

CFA Members	Refers to all staff, volunteers, secondees and contractors of the CFA.
FIB	Forest Industry Brigade as designated under Section 23AA, CFA Act 1958
Private equipment	equipment or machinery (including tankers) owned or operated by a private individual or body that may be used to help contain, suppress or reduce the effects of a fire. It does not include: <ul style="list-style-type: none"> <input type="checkbox"/> equipment or machinery used for the private defense of domestic dwellings in a bushfire; or <input type="checkbox"/> equipment or machinery contracted by the fire control agency
Private vehicle	A vehicle not registered or owned by CFA, but to a private CFA member.

Operations Vehicle	A vehicle used by ranking operational staff for the use of responding to and from incidents and conducting operational Command & Control activities.
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5. Related Documents

- Procedure Radio Management
- Operational Justification- Definitions
- CFA Strategic Radio Allocation- Schedule 1
- CFA Approved Radios- Schedule 2
- CFA Radio Allocation Procedure Operational Justification Assessment Guide- Schedule 3
- CFA Act 1958 Section 23 (1)(i): Provides CFA with the authority to establish and maintain or contract for the establishment and maintenance of radio communications networks as deemed necessary.
- Radio Communications Act 1992 section 196(1)(c-d) exempts CFA from prosecution should it cause interference to others whilst dealing with an emergency.
- Citizen Band Radio Service – Operations Integration Plan. July 2005.
- Guidelines for operating private equipment at fires. Ed. 1, September 2004.
- Procedure Radio Management- Operational Justification
- District Communications and Redundancy Plans

Status and Details

Effective Date	This is the date the policy document is published, unless a future take effect date is specified.
Review Date	Policies and procedures must be reviewed at latest by 3 years. Guidelines as required.
Approval Authority	See the Policy Framework for advice on approval authorities for different document types.
Responsible Executive	(or policy owner) The position responsible for monitoring the effectiveness of a policy document and for reviewing it.
Responsible Policy Officer	(or policy developer) The person who either developed or wrote the document and should have their name listed as the document author.
Enquiries Contact	The person or area that can be contacted if users have questions about the policy document.



Procedure Radio Management

1. Purpose and Objectives

To outline the processes used to determine the allocation of radios in accordance with the Radio Allocation Policy.

2. Scope

This procedure applies to all CFA members.

This procedure applies to all CFA approved radios, including base radios, mobiles, portables, multi-band digital (VHF/UHF) radios, Transportable (bag) radios, Transportable Repeaters, In Building Repeaters and Vehicle Mounted Repeaters.

This procedure excludes allocation of the following: personal issue EAS pagers, listening sets, mobile phones, vehicle data terminals, UHF CB radios, Aircraft radios and major communications infrastructure.

This procedure must be read in conjunction with the **Policy - Radio Allocation**.

3. Procedure

3.1 Radio Allocation

All radios will be allocated in line with the Operational Justification criteria below.

Radio Operational Justification Criteria

The below criteria outlines the justification required for different roles, appliances, and/or vehicles to be allocated radios or in addition to the agreed default allocation (as captured in Schedule 1 - Allocations).

3.1.1 An appliance new to CFA's fleet, but not within current "typology", that supports operations by transporting crew and/or equipment onto the fire/incident to assist with bringing an incident under control must provide:

- Evidence and historical use to demonstrate need.
- Evidence that justifies new vehicle typology being introduced to the operational fleet (Chief Officer approved).

Note: Primary Operational Appliances (as per Schedule 1) are automatically authorised for initial allocation or replacement via ACFO - District. Specialist/Secondary Operational vehicles/trailers etc., are required to complete this process.

3.1.2 Justification will be required for the allocation of a radio to any personnel/position undertaking an operational role specified under AIIMS/ICCS, or to support authorised CFA operational activity, that is specifically required during operations, to directly assist with providing support to bringing an incident under control and when no other access to a radio at brigade or group level is available.

Note: this does not imply that everyone who holds such a qualification/position will be allocated a radio. Any such allocation is to be managed by Districts within normal brigade/group allocations and will need to be supported by operational justifications.

- 3.1.3 Radios allocated to groups and brigades are not a personal issue or entitlement for office bearers unless they have an agreed, (as approved by District ACFO/DPC), justified operational role in Command and Control in line with existing procedures. Radios are allocated to Brigades and Groups for self-management for use by the most appropriate persons who perform Command & Control functions in their respective areas.
- 3.1.4 A role that is not within the AIMS/ICCS structure but is a role agreed to in line with operational service delivery that is consistent across the state and endorsed by State Operations - Chief Officer.
- 3.1.5 A trailer unit that is a "primary" response unit dispatched via CAD Tables and is towed by a private vehicle due to no brigade/group resource being available.
- Evidence to be provided where & why radio is required. An example may be where personnel are left with the trailer resource with no other communications.
- 3.1.6 Where there is a justified operational need and does not directly fit the above criteria, applications can be submitted in writing (with documented evidence) through the District ACFO, District Planning Committee (DPC) chair to ACFO - Operational Communications for review and recommendation to Deputy Chief & Chief Officer. This is to ensure consistency at a state-wide level and that there is no unintentional expansion of the radio fleet that cannot be supported.
- 3.1.7 Operational firefighting appliances will be allocated one portable radio per Breathing Apparatus set on the appliance in accordance with Schedule 1.
- Where additional BA sets are purchased, funding is to be inclusive of additional portable radios and supporting accessories - chargers, RSM, batteries etc. The purchase must be fully inclusive from the outset and not in part i.e.- purchase BA initially and await further funds for radios.
- 3.1.8 Secondary/Specialist units that are responded via CAD Tables (i.e. Trailers, Transports, Supports for Operational response to the fireground) not in Schedule 1, can make application on a case-by-case basis. An Operational Justification - Assessment (Schedule 3) form with supporting documentation must be completed, with all appropriate approvals in place.
- 3.1.9 CFA General Transport vehicles and private vehicles will be allocated radios where they are operationally justified in accordance with the principles outlined in the Operational Justification criteria, with all appropriate approvals in place.

- 3.1.10 Mobile Communications Vans (MCVs) and Forward Operations Vehicles (FOVs) *may* be allocated additional radios and chargers for Command-and-Control purposes where this is operationally justified. An Operational Justification - Assessment (Schedule 3) form with supporting documentation must be completed, with all appropriate approvals in place.
- 3.1.11 Forest Industry Brigades (FIB), Coast Guard and other agencies operating under CFA Legislation & Regulations will be supplied with radios in accordance with the current agreement. Where the Brigades/Units provide their own radios, they must be compatible with CFA approved radios refer Radio Allocation Procedure Management- Schedule 2 and approved to operate on the RMR Network.

3.2 External Agencies and Entities

- 3.2.1 Where non-CFA entities request the installation of CFA radios in their facilities or vehicles, the entity shall apply in writing to the relevant District Assistant Chief Fire Officer or ACFO Operational Communications (if state-wide), who will consider the Operational Justification of the request. If the request is supported, this will then be forwarded to the Assistant Chief Fire Officer - Operational Communications (if not sent directly) for validation and processing as appropriate. This will include the allocation of a customised channel plan to meet the requirements of the entity without compromising agency and partner agency radio network integrity and encryption.
- 3.2.2 Where resources from an inter-state agency support into Victoria, the above clause will not apply and any process to fit CFA operational radios will be managed at a state level.

3.3 Configuration, Installation and Maintenance

- 3.3.1 **Brigade/Group/Department-** Faulty or inoperable radios are to be documented via the following Fault Reporting form-
<https://applications.cfa.vic.gov.au/mycfa/Show?pagelId=displayDoc&docId=003646>

This form is to accompany the faulty equipment to the local CFA District HQ where a replacement radio can be substituted whilst the damaged radio is sent away for repair.

- 3.3.2 CFA District Staff are to undertake the following actions using the CFA ICT Portal-
https://ictservices.cfa.vic.gov.au/Portal/CFA%20Portal?_id=14251bb9#5

Motorola Hardware fault- Portables, chargers, accessories via???????

Appliance fixed Motorola Hardware- E5 and O3 radios via ICT Portal

Alias Changes- Service Exchange equipment of radio hardware will require updating via the portal for existing allocations.

MAC Changes- District admin in conjunction with DDO to ensure continuity of any changes to allocation changes and feature requests as per Policy/Procedure requirements.

Appliance/SEV Changes- DMO/DDO to manage alias changes for SEV when replacing substantive appliances for any service/maintenance period. Rqd details???

In some instances, the items may need to be sent directly to a 3rd party external to CFA Communications for service. Confirm this with current process via-??????

- 3.3.3 Transportable (bag) radios, when utilised in a vehicle, will be installed as per the instructions to ensure compliance with Australian Design Rules.

- 3.3.4 Spare radios will be held by Communication Operations Services. Each radio will have an individual identification number and will require programming to replace an existing radio with its “profile” to ensure operational alignment to its functional purpose as well as tracking in the field. This radio will replace the original and become part of the exchange pool of hardware.
- 3.3.5 Where additional vehicles are added to the CFA fleet, approved radios must be installed in accordance with Schedule 1. The purchase of the radios will only be permitted to occur in accordance with the provisions of this policy.
- 3.3.6 Mobile radios in private vehicles will be installed in an approved configuration that meets the Australian Design Rules and by a licensed Automotive Electrician with [CFA approved installer endorsement](#).
- 3.3.7 Radio to Radio dialling via the trunked network is automatically applied to the vehicles identified at Schedule 5- PSTN & Radio to Radio Dialling. Additional access can be applied where this is operationally justified as per the process at 3.5. An Operational Justification - Assessment (Schedule 3) form with supporting documentation must be completed.
- 3.3.8 Caches of portable and mobile radios for use by interstate resources, plant and heavy equipment are maintained by Technology services (Communications Operations) and are not required to be maintained at District locations.
- 3.3.5 Caches of specialist radios (Class One, Division One, Intrinsically Safe rated) maybe allocated to FOV’s, MCV’s, Hazmat & District Offices as per the Operational Justification process and Risk Assessment. Please note that all other radios are rated as Class One, Division Two.

3.4 Redundancy and Repeaters

- 3.4.1 Base radios and transportable radios should be strategically located to meet the requirements of the District Communications Plans and take into consideration Business Continuity Planning and redundancy arrangements. For example, these may be allocated to District Command Centres (DCC), Incident Control Centres (ICC), Local Command Facilities (LCF), Fire stations (FS) and Group Headquarters (GHQ).
- 3.4.2 Each District must maintain an up-to-date District Communications Plan and appropriate redundancy arrangements via Business Continuity Plans (BCP’s), which may be consolidated into a Region Plan. The plan should be reviewed annually to meet the requirements of the changing environment, technology, and personnel. Consideration is to be given for DCC operations away from normal office location for extended periods. Districts should ensure any planned secondary site has provisions for required comms equipment. The plan should be approved by the Deputy Chief Officer - Operational Response & Coordination as part of the annual District Control Centre audit.
- 3.4.3 Assistant Chief Fire Officers of Districts should consult with the Communication Operations Department to ensure their District Communications Plans and BCP arrangements adequately allow for the appropriate locating of the following:
- Vehicle Mounted Repeaters,
 - Transportable Repeaters
 - In-Building Repeaters. ([The Installation of Emergency Telephone and In-Building Communications Systems](#))

3.5 Relocation of Radios

3.5.1 Brigades and Groups can mutually agree to relocate a radio within a District to better meet operational needs. Any such movement can occur with the authorisation of the District ACFO, provided it is compliant with applicable operational justification processes within this allocation procedure.

If it is a location change of a radio such as a portable or Transportable Radio then notification is to be made via the ICT Portal by District, to ensure all applicable radio alias and other details are recorded appropriately.

If there is to be a change of allocation to appliances/vehicles, ACFO Operational Communications is to be contacted to ensure there is consistency with the state-wide application of this policy and procedure and that the proposed movement and applicable details, once confirmed, are captured via a Form 4, which is to be submitted to - (operational.communications@cfa.vic.gov.au) as well as updating this information via the ICT Communications Service Department Portal ICT Portal - https://ictservices.cfa.vic.gov.au/Portal/CFA%20Portal?_id=14251bb9#5

3.6 Asset Management

3.6.1 Communication Operations will establish and maintain a database that will accurately record the allocation and location of all radios.

3.6.2 All radios will have a Serial number, Radio Identification (RID) number and a Radio Alias. The Serial number and RID number will be used for asset tracking. The RID number will be an individual radio identifier utilised by the CAD system to identify the radio user and their location, in conjunction with the Alias?

3.6.3 The Radio Alias will consist of a location mnemonic, vehicle type, and radio number. Examples of this are BOROT1P2 (Boronia Tanker 1 Portable 2), MNGPM1 (Mansfield Group Mobile 1), D24CMM3 (District 24 Commander Mobile 3), HQACP3 (Headquarters ACFO Portable 3).

3.7 Responsibilities

- **Chief Officer:** Accountable for the overall allocation and distribution of radios.
- **Deputy Chief Officer - Operational Response & Coordination:** Responsible for the allocation of radios to Districts.
- **Assistant Chief Fire Officer - Operational Communications:** Responsible for the review of radio allocations and the approval of additional radios across the state, including directorates

and ensuring state-wide consistency of allocation and adherence to this Policy and associated procedures and schedules.

- **Assistant Chief Fire Officer - District:** Responsible for the review of radio allocations and the approval of additional operational radios within the District and within Policy and Procedure.
- **Information, Communication & Technology Services - Chief Information Officer:** Accountable for procurement, coordination of state-wide distribution, logging, and maintenance of radio equipment and all associated assets.
- **ICT Comms Project Director / Communications Operations:** Responsible for identifying future replacement radio needs and taking direction from Operations to identify/advise of new requirements and technologies potentially required before planning future replacement or upgrade programs.

4. Definitions

CFA Members	Refers to all staff, volunteers, secondees and contractors of the CFA.
FIB	Forest Industry Brigade as designated under Section 23AA, CFA Act 1958
Private equipment	equipment or machinery (including tankers) owned or operated by a private individual or body that may be used to help contain, suppress or reduce the effects of a fire. It does not include: <ul style="list-style-type: none"> <input type="checkbox"/> equipment or machinery used for the private defense of domestic dwellings in a bushfire; or <input type="checkbox"/> equipment or machinery contracted by the fire control agency
Private vehicle	A vehicle not registered or owned by CFA but to a private CFA member.
Operations Vehicle	A vehicle used by ranking operational staff for the use of responding to and from incidents and conducting operational Command & Control activities.

5. Related Documents

- Radio Allocation Policy
- Operational Justification- Definitions
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- Citizen Band Radio Service – Operations Integration Plan. July 2005.
- Guidelines for operating private equipment at fires. Ed. 1, September 2004.
- Radio Allocation Procedure- Operational Justification
- District Communications and Redundancy Plans

- [Installation of CFA/FRV Emergency Telephone and In-Building Communication Systems.](#)

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Radio Allocation- Procedure

SCHEDULE 1

Guiding Principles

1. All radios (mobile & portables) allocated to “Primary” & “Secondary” appliances (Pumper, Tanker, FCV & Specialist etc.) will be “Dual Band” (VHF & UHF) capable and enabled.
2. All appliances that are referenced as per point 1 that are a “replacement” or “addition to fleet” will be automatically authorized for radio allocation as per Schedule 3
3. All radios will have inter-agency and interstate Channel Plans loaded onto the radios.

NSW RFS

NSW Fire & Rescue

SA CFS

SAMFS

FRV

FFMV

SES

RMR/MMR Interagency

Other channel plans as required.

NOTE: Not all radios (other than those referenced in point 1) will have access to those networks/channels if the radio “Dual Band” feature isn’t available. Private Entities will have modified channel plans as per the agreed operational justification. This will be agreed and programmed at state level, depending on use case.

4. All CFA issued radios will have “Encryption” capability. External entities will have modified “Channel Plans” constructed and loaded to deal with the use-case identified in the Operational Justification and to ensure network encryption and integrity is maintained for the broader CFA radio fleet and operations.
5. For all CFA Brigades with Breathing Apparatus (BA), the associated portables will have “LTE” (Long Term Evolution/Cellular) capability. Where a brigade does not have BA, provision of LTE is subject to “Operational Justification”, i.e., risk environment to be demonstrated and documented, identifying reduced/limited RMR coverage outside of contracted service arrangement provisions. The exception to this is where a major hazard facility sits within a brigade area that requires the allocation higher intrinsically safe rated, Class 1, Division 1 (C1D1) radios.
6. All other CFA District, Groups and Brigades with radios not allocated to appliances will be “non-LTE” capable*.
7. For CFA Districts 7, 8, 13 and 14, Victoria/NSW/South Australian border brigades (with Operational Justification), **all Group & Brigade** issued radio’s (Mobile, Portable, Transportable & Base) will be “Dual Band” capable and enabled to operate on the adjoining agency network/s.
8. For all other CFA District, Group & Brigade fixed or base radios, they will be configured for single band VHF only*. i.e.- for regional areas where there is no MMR or interstate use case. This is only for radios that are not allocated to appliances and where there is no use case for them operating outside the RMR network.
9. All CFA “Primary” appliances will have two (2) portable radios for “Command & Control” purposes for the Incident Controller.
 - One (1) for communications with FIRECOM/ICC (On scene Control- Dispatch Channel for Escalations, Word-Backs and Sit-Reps)



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- One (1) for communications with Fireground/Sector personnel (On scene Command/communication/coordination with crews)
- 10. All appliances with *Breathing Apparatus “made-up” and stowed for immediate operational use will have a portable allocated for each BA set. This assumes all **current** BA sets on vehicles and stowed for immediate operational use have been approved and operationally justified.
- 11. Where an identified and documented risk exists within a Brigade area, portable radios with a Class 1 Division 1 (C1D1) Intrinsic Safety rating will be provided to a brigade/s. Caches of these terminals will also be strategically located across the state (on selected FOV’s, MCV’s, Hazmat’s located in the vicinity of identified C1D1 risk sites) and be available for deployment to support incidents requiring this capability. These resources will also be used for supporting additional BA backplate cache’s when deployed for operational response.
- 12. Provision for radio communications between crews and “pump” operator will be provisioned for via agreed use of a radio or radio accessories supplied and authorized by CFA.
 - Proprietary WRSM (Wireless Remote Speaker Microphone)
 - Additional Portable Radio
 - Wireless Intercommunications system

Please note:

Due to changes in operational process, the advancement of technologies, interoperability and other legislative requirements, the rationalisation of “Base” radios has occurred in conjunction with the requirements of District Communications Plans and Business Continuity Plans. i.e. DHQ BC Plan requires radio comms at a predetermined Fire Station (or other location) for temporary relocation and operational continuity of the DHQ/DCC/RCC/ICC/LCF.

This does not preclude the Operational Justification process being followed as and when additional base radios are identified as requirements at Fire Stations.

***Asterix in schedule=**

*** Subject to “Operational Justification” (Schedule 3) support as per the Radio Allocation Policy & Procedure**

**** and/or RMR (VRN) Network coverage issues**

***** or BA allocated portables LTE enabled.**



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Radio Allocation- Procedure

Schedule 1

Radio Allocation Matrix

Generic Name	Short Name	Bases	Mobiles	Transportables	Portables	Description	Radio to Radio Call	LTE	Pump Operator Comms	Comments
Schedule 1										
Radio Allocation Matrix										
Operational Firefighting Vehicles - A vehicle (not an Operational Transport Vehicle) constructed solely for firefighting purposes and includes Pumpers, Tankers and Specialist Vehicles.										
Breathing Apparatus Van (CFA Brigade Owned)	BA		1		2	Fitted with a compressor and carries BA stocks including cylinders. Used to replenish BA cylinders on the fire ground.	Y (mobile)	***		SECONDARY APPLIANCE
BA support	BASU		1		2	Swap and go, cleaning facility, 12+ cylinders	Y	** *		SECONDARY APPLIANCE
Big Fill	BF		1		1	A Pump mounted on a dedicated vehicle, with the Pumping Capacity of >2000 LPM.			Y	SPECIALIST
Big Fill Trailer	BFTR				1*	Trailer mounted pump of >2000 LPM transported by private appliance to the fireground and requiring FG communications to allow for location and FG situational awareness.				SPECIALIST



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Generic Name	Short Name	Bases	Mobiles	Transportables	Portables	Description	Radio to Radio Call	LTE	Pump Operator Comms	Comments
Boat	BT		1		1+1 per BA	A Brigade vessel/watercraft used on waterways to combat fires/incidents on boats, other watercraft or land adjacent to water. A boat of a CFA brigade may be used to combat fires, or transport crews, to combat fires on land.	Y	***		PRIMARY APPLIANCE
FIB- Forest Industry Brigade	FIB	1	Per CFA	Per CFA	Per CFA	FIB appliances (Tankers, Slip-Ons and Supports) configured for firefighting operations for private asset management. Allocation principals same as CFA appliances.	Y		Per CFA	PRIMARY APPLIANCE
Field Command Vehicle	FCV		2		2	A 4WD vehicle with a seating capacity of a minimum of four. Fitted with a minimum of two radios. This vehicle is used to establish a control point in small incidents and sector command roles.	Y	**		PRIMARY APPLIANCE
Field Operational Vehicle	FOV		3		6 C1D1	Typically a 2-3 tonne van. Contains radio and telephone communication equipment, and computers to maintain a self-sufficient capacity L2 I/C, mobile Division Command. Similar to an MCV, yet smaller in size.	Y			SECONDARY APPLIANCE



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Generic Name	Short Name	Bases	Mobiles	Transportables	Portables	Description	Radio to Radio Call	LTE	Pump Operator Comms	Comments
Hazmat Support	HMSU		1		6 C1D1	A specialist unit carrying limited PPE, Hazmat and other specialist equipment for the initial response to hazardous materials incidents.	Y			SPECIALIST
Hazmat- non FRV	HAZM		1		6 C1D1	A specialist unit carrying PPE, Hazmat and other specialist equipment for the mitigation and decontamination of hazardous materials incidents.	Y			
Hose Layer	HL		1		1	A purpose-built vehicle carrying large amounts of hose, monitors and branches.	Y		Y	SPECIALIST
Hose Layer Trailer	HLTR				*	Carries a specific configuration of 38mm or 65mm hose for use at Structural & Bushfires. Relies on a vehicle for towing to incidents.				SPECIALIST
Lighting Unit	LT		1		1	Specialist Vehicle predominantly fitted out with portable generators and high output portable lighting.				SPECIALIST
Mobile Communications Vehicle	MCV		3*		6 C1D1	*Carries any number of radios for CFA use and may have radios for other fire or emergency services. Will have mobile telephones, fax machine, photocopier, and computers and will be self-sufficient. Significant Incident support in the field L2/3 or Divisional Command. (MCV1 & 2) May also include a cache of IS C1D1 radios.	Y			SPECIALIST
Pumpers	Heavy Medium Light H,M,L- P		1		2 + 1 per BA set	Carries water and has a pump used to get water from static supply or hydrant. Associated equipment for predominantly structure type fires. Pumps 2-4000 LPM. This includes Alpine Pumpers which do not carry water.		** *	Y	PRIMARY APPLIANCE



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Generic Name	Short Name	Bases	Mobiles	Trans portable s	Portable s	Description	Radio to Radio Call	LTE	Pump Operator Comms	Comments
Pumper Tanker	PT		1		2 + 1 per BA set	A cross between a pumper and a tanker. Provides a larger tank capacity than a Pumper. Can be 2- or 4-wheel drive vehicle.		** *	Y	PRIMARY APPLIANCE
Quick Fill Pump Trailer	QFTR				*	Portable pump <2000 lpm used to supply water from static supply such as dam, lake swimming pool or river.				SECONDARY APPLIANCE
Rescue	R		1		2 +1 per BA	Equipped and accredited in compliance with state RCR policy. Carries specialist rescue equipment such as hydraulic rams, cutters and spreaders. May also carry other Technical Rescue equipment for Steep/High Angle rope rescue operations.	Y	***		PRIMARY APPLIANCE
Rescue Support	RSU		1		*	Vehicle to transport crew and minor equipment in support of the primary Rescue appliance. May also carry other Technical Rescue equipment for Steep/High Angle rope rescue operations.	Y	***		SECONDARY APPLIANCE
Salvage	SV		1		1	A specialist appliance with such equipment as mops, buckets, tarps, chainsaws, wet/dry vacuums.		** *		SECONDARY APPLIANCE
Slip On	SO		1		2	Tray-back 4-wheel drive vehicle with a small water tank usually no more than 400 litres, with a pumping capacity of 500 litres per minute at 700kPa.			Y	SECONDARY APPLIANCE



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Radio Allocation- Procedure

Generic Name	Short Name	Bases	Mobiles	Trans portables	Portable s	Description	Radio to Radio Call	LTE	Pump Operator Comms	Comments
Staging Area Trailer / Van	SA TR/VN		2	*	2	A resource used to establish and operate a Staging Area that requires radio communications equipment	Y	**		SPECIALIST
Tanker - Heavy	HT		1		2 + 1 per BA set	Water capacity can vary from 3000 – 4000 litres. Carries water and has pump and roll capacity with an independently powered pump.		***	Y	PRIMARY APPLIANCE
Tanker - Ultra Heavy	UHT		1		2 + 1 per BA	4x6 Tanker with greater than 40000 litre capacity capable of operating from cabin. 3x seats with rear deck area for firefighting, no deck seating. A & B Class foam options. BA potential.		***	Y	PRIMARY APPLIANCE
Tanker- Bulk Water	BWT		1		2	Agency Water Transport Tanker non-firefighting transport of water greater than >6000 litres can come with portable dam/collar tank			Y	SECONDARY APPLIANCE
Tanker- Bulk Water Carrier (Private-Contracted)	WCP		*	*	*	Private or council owned water carrier >6000 litres must comply with “CFA Private Appliances” guide and have own pump and adaptors to decant to on scene appliances.				
Tanker - Medium	MT		1		2 + 1 per BA set	Water capacity can vary from 2000 – 3000 litres. Carries water and has pump and roll capacity with an independently powered pump.		***	Y	PRIMARY APPLIANCE
Tanker - Light	LT		1		2 + 1 per BA set	Single cab, 3-seater. Water capacity of 1200 litres with an electric start diesel powered pump.		** *	Y	SECONDARY APPLIANCE



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Tanker - Ultra Light	ULT		1		2+ 1 per BA set	Water Tank Capacity of 550 litres, with a pumping capacity of 500 litres per minute at 500kPa.		** *	y	SECONDARY APPLIANCE
Ground Observer	GOB		1		1	4WD dual cab or RV fitted out with Operational livery including lights and sirens. Used for fireground intelligence gathering and sharing.	Y	**		SPECIALIST
Generic Name	Short Name	Bases	Mobiles	Trans portables	Portable s	Description	Radio to Radio Call	LTE	Pump Operator Comms	Comments
Operational Transport Vehicle - a Transport Vehicle fitted with emergency warning devices to use the exemptions granted to emergency vehicles in accordance the Victorian Road Safety Rules – 2009.										
Bus	BS		1		*	Used for the transportation of crews and equipment.				SPECIALIST
Car - Operational (Brigade)	CRSU		1		*	A vehicle used for transporting crews and equipment in support of local incidents				SECONDARY APPLIANCE
Car - Operational (HQ/Reg./District)	OPS		2*	1*	2*	A vehicle used for transporting crews and equipment under emergency road conditions with siren and red/blue flashing lights and is provided to Chief Officer, Deputy Chief Officer, Assistant Chief Officer & Commander (per agreement with FRV) . * Minimum of 1 mobile as elected.	Y	Y		PRIMARY APPLIANCE
Support Vehicle	SU		1		*	A vehicle used for transporting crews and equipment. This includes Snow mobiles, Side by Side and other RV type configurations.				SECONDARY APPLIANCE



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Generic Name	Short Name	Bases	Mobiles	Portables	Trans portables	Description	Radio to Radio Call	LTE	Pump Operator Comms	Comments	SECONDARY APPLIANCE
Utility	UT		1			Utility type motor vehicle / crew transport. May be used for crew transport, as a support vehicle or to carry equipment to the fire ground					
General Transport Vehicle – A transport vehicle with no capacity to respond under emergency conditions.											
Bus	BS		*		*	Used for the transportation of crews and equipment.					
Car	CR		*		*	A vehicle used for transporting crews and equipment, including management support vehicles.					
Region / District vehicles inc. Instructor Vehicles	CR		*		*	A vehicle used for transporting individuals in their relevant role. May also be used to transport crews and equipment.					
Service vehicles	DMO COM VN		1			1	Vehicles used by ICT Services, DMO's and Tower Overseers required to work in an operational environment.	Y	Y	Y?	
Utility	UT		*			Utility type motor vehicle / Goods transport. May be used for crew transport or equipment to the fire ground					
Private vehicle of a CFA member	PVM	*	Type and configuration of radio to suit individual circumstances and the local environment. Must meet Operational Justification process.			A private vehicle of a CFA member with a radio, mobile and/or portable, allocated for command and control and endorsed by the Assistant Chief Fire Officer		Schedule 3 to be completed for each application and or transfer			



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Private Equipment	PVE	UHF Citizens Band radio or access to a mobile phone. This should be incorporated into local arrangements and built into Communications plans. Default Channel numbers to replicate CFA District number i.e.- District 4 = UHF CB 4. (SIMPLEX)				Equipment or machinery (including tankers) owned or operated by a private individual or body that may be used to help contain, suppress, or reduce the effects of a fire or incident. This does not include equipment or machinery used for the private defence of domestic dwellings in a wildfire or equipment or machinery contracted by CFA.		Schedule 3 to be completed for each application and or transfer		
Generic Name	Short Name	Bases	Mobiles	Trans portables	Portable s	Description	Radio to Radio Call	LTE	Pump Operator Comms	Additional
Facilities - Installation of radios in facilities shall include District Command Centres (DCC), Incident Control Centres (ICC), Divisional Command Points (Div Coms). Group Headquarters, Fire stations and Private premises.										
DCC- District Command Centre*	DCC-02	3	*	*	*	1x Radio to Radio Dialling, 1x Dispatch Monitoring, 1x Channel Changeable. <ul style="list-style-type: none"> May be single band/VHF only, depending on location i.e.- only in RMR coverage area 	Y	*		Cache' can include Intrinsic Safe Radios, Radios for Training/Ope rations
LCF- Local Command Facility*	LCF-KERA	2				Minimum requirements for Div Com facilities must be in accordance the standards in the Div Com facilities Manual – v1.0 19/11/2010. *May be single band/VHF only, depending on location i.e.- only in RMR coverage area	Y			
DMO Workshop*	DMO-SHIL	1				District Mechanical Officer Workshop				
Fire Station*	FB-DONA	*	*	*	*	As required in accordance with the District Communications Plan & BCP Business Continuity Plan.				
Group HQ*	GP-ALEX	*	*	*	*	As required in accordance with the District Communications Plan & BCP Business Continuity Plan				



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HQ Operations Directorate	CFAHQ-01	1	1			Soft Console access	Y			
ICC*	ICC-GIS	4		*		Minimum requirements for Level 3 ICC's must be in accordance the standards endorsed by CFA and FFMVic (Then DSE) Chief Officers (15/09/2009).	Y			
Generic Name	Short Name	Bases	Mobiles	Trans portables	Portable s	Description	Radio to Radio Call	LTE		Additional
Private premise/External Entity	PRV-01	*	*	*		A residence or workplace with a base or subbase radio installed in accordance with modified District Communications Plan. Will not include access to Encrypted Channels.				
SCC	SCC-01	1				CFA requirements in the SCC- SOFT CONSOLE ACCESS?	Y			
SDO- ESTA cell	SDO-CFA					ACOM dedicated PC and redundancy laptop with NEXT G back up. Substantive SDO-ACFO installation on personal laptops as well.	Y			
FSCC	FSCC-MTH TLYH	2				FSCC/SDO use	Y			



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Radio Allocation- Procedure

SCHEDULE 2

Approved Radios for use on the P25 Network for non-CFA entities and Industry Brigades.

All radios are to be P25 Phase 2 compliant and approved for use on the Victorian Radio Network (MMR & RMR).

The following radios are approved for use when referred to in the Radio Allocation Policy:

Tait TM9400 Mobile Radio

Tait TM9480 Mobile Radio

Tait TP9400 Portable (Handheld) radio

Tait TP9480 Portable (Handheld) radio

Simoco SRM9030+ Mobile Radio

Motorola APX8500 Mobile Radio

Motorola APX7500 Mobile Radio

Motorola APX2500 Mobile Radio

Motorola APX8000 Portable (Handheld) radio

Motorola APX7000 Portable (Handheld) radio

Kenwood NX-5700 Mobile Radio

Kenwood NX-5200 Portable (Handheld) radio

Harris XL200 Portable (Handheld) radio

NOTE: This is an evolving list and must be checked for currency prior to any additional or different terminals being allowed to operate on the RMR or MMR (VRN) Networks.



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Radio Allocation- Procedure

SCHEDULE 3

Radio Allocation/Feature Operational Justification Assessment Guide

General Information – Radio Allocation Justification

1. As detailed in the CFA Radio Allocation Policy, operational justification is required for all radios and inherent features provided to Brigade, Group and external entities and radios additional to those listed in Schedule 1.
2. To assist the District Assistant Chief Fire Officer in determining whether an additional CFA operational radio or feature is required, please complete the following form with endorsements (BMT, GMT, Commander, DPC) and supporting evidence, prior to forwarding to the ACFO- Operational Communications, for reviewing for continuity, compliance with Policy and radio fleet management purposes.

Please note:

- Completion of the questions below does not automatically mean the radio is justified or approved.
- Each justification will be assessed on its individual merits in servicing the Brigade, Group & District Operational & Communications Plans and State Operational Process.
- Each application must align to the 'Radio Allocation Policy - Operational Justification- Definitions'
- As per the procedure, approvals remain the responsibility of the District-ACFO before being submitted to ACFO- Operational Communications for final review, for reviewing for continuity, compliance with Policy and radio fleet management purposes.

Radio/Feature Type Being applied for:

<input type="checkbox"/>							
Portable	Mobile	Transportable	Base Station	Radio to Radio Dialing	LTE-Network access	IVR- In Vehicle Repeater	Intrinsic Safe C1 D1 Portables

Brigade/Group/Individual name:

District:



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Have all radios in the Brigade, Group (including neighboring Groups) been allocated and are in practical use for Command & Control Operations? i.e.- **re-allocation of under-utilized radios is the first option.**

Yes

No

Does the role/appliance fit in with current AIMS/ICS principles and is it a consistent practice across Victoria?

Comments:

Provide evidence of where this role/appliance has been required or used, locally and across the state

Yes

No

Is the application specifically for a "unit" responded via CAD Tables and there is no other means of towing/transporting via a Brigade or Group vehicle? i.e.- Trailer Pump, Rehab Trailer, Hazmat Trailer.

Comments:

Provide evidence of CAD Resource Modification Form #4 and RMS Resource Entry to verify existence and

Yes

No

Is the request for a VMR (Vehicle Mounted Repeater)?

Comments:

Provide evidence of CFA CAD Observation Reports and Radio Observation Report Forms. Identify proposed vehicle for installation, CAD Form #4 and RMS Entry.

Yes

No

Is the request for activation of Radio-to-Radio Dialing or LTE activation?

Comments:

Provide evidence of case for use and identified options exhausted or unavailable i.e.- mobile phone coverage, Network coverage issues, including relevant Observation Reports.

VMR

LTE

Is the request for Intrinsic Safe C1D1 portable radios?

Comments:

Site must be documented in Pre-Plan, written confirmation from the site confirming the International Standard that the site aligns to for Intrinsic Safety.

Yes

No

Ensure all evidence is included in the application to be forwarded through the chain of command as listed below



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Radio Allocation- Procedure

Endorsement

The applicants have read and understood the Policy regarding the allocation and operational principals of Radios and confirm that CFA may refuse the application based on operational or network requirement priorities. This will be detailed in the reply to the applicant/s.

This justification has the support and endorsement of the following:

BMT _____(Brigade Captain)*

Group Management Team _____(Group Officer)*

Commander _____(Catchment)

DPC/Ops Sub Committee _____(Chair)*

ACFO _____(District)#

ACFO _____(Operational Communications)##

* if applicable in the chain of command

if either ACFO District or ACFO Ops Comms disapproves the authorization, the issue can be escalated to DCO Operational Response & Coordination for a determination in relation to consistency and continuity in operational application.

if ACFO Ops Comms does not approve the application, the ACFO-District, ACFO Ops Comms will make direct contact to discuss the issues arising around the particular application and with options available if applicable. If no agreement is reached, the issue can be escalated to DCO Operational Response & Coordination for a determination in relation to consistency and continuity in operational application.

ACFO- Operational Communications Response (below)

Approved

Not approved

Rationale



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Radio Allocation- Procedure

SCHEDULE 4

Operational Channel Configurations

Channels of the agencies listed.

- CFA, RFS, F&R NSW, CFS, SAMFS, FFMV, FRV, SES, Multi-Agency Channels, Encrypted channels.

Authorised Private entities will have a modified channel allocation plan loaded to ensure CFA (and other agency) integrity and security as per the Operational Use Case.

*Encrypted channels as required for operational use case.

	For all CFA radios				
CFA	Dispatch	RMR/MMR	Fireground	IMC	Encrypted
RFS- Includes NSW P&W	Dispatch	Fireground	IMC?	Encrypted*	
F&R NSW	Dispatch	Fireground	Encrypted*		
CFS- Includes SA Parks	Dispatch	Fireground	IMC	Encrypted*	
Multi-Agency State-wide Talk Group (Vic)	RMR Network	MMR			
SAMFS	Dispatch	Fireground	Encrypted*		
SES Vic	Dispatch	ICC/Regional	Local	Encrypted*	
FRV- Includes ARFF	Dispatch	Fireground	ARFF	Encrypted*	
FFMV VRN	IMC/Dispatch	Fireground			



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Radio Allocation- Procedure

SCHEDULE 5

PSTN & Radio to Radio Dialling

Existing alternative communication methods to SMR Trunking provide effective modern communications across most of the State. These alternatives include Mobile Telephones, CFA & FFMV Command Channels, RMR Network, MMR Network & EAS Paging.

The RMR/MMR Network has the capability to support access to the telephone network and make radio-to-radio direct calls utilising CFA's Radios. Additional radios are not required to be installed in vehicles as the existing radio, when enabled, can make a telephone call or receive a direct radio-to-radio call while the radio is on an existing RMR/MMR Talk group e.g. 515.

A radio does not have to be enabled to receive a call from another radio, but the initiating radio must be enabled.

Position

CSTO's with authorisation from ACFO- Operational Communications

- a) Install access key into the radio, nominally Mobile 1, in the following vehicles:
 - i. Operational Transport vehicles allocated to staff holding the rank of Commander and above.
 - ii. Field Command Vehicles (FCV), Field Operations Vehicles (FOV) and Mobile Command Vehicles.
 - iii. Rescue, Rescue Support, Hazmat, PODs, Hose Layer, BA Van, BA Support, Ground Observer vehicles,.
 - iv. Any additional vehicles or radios shall only be enabled following authorisation via Schedule 3 Operational Justification with supporting documentation and approved by ACFO- Operational Communications.
- b) Install the required Licence key, to enable telephone network access and direct radio-to-radio calling, in a single Mobile Radio located in Local Command Facilities (LCF), Incident Control Centres (ICC) and District Command Centres (DCC).
- c) Radios issued to Brigades, Groups and primary response appliances, e.g. Pumpers & Tankers, would not be enabled for telephone network access or direct radio-to-radio calls.
- d) All radios operating on the RMR/MMR network can receive direct calls from a radio enabled to initiate radio-to-radio calls. No reprogramming of receiving radios is required.