

Ripley Valley Rural Fire Brigade

Incident Support Unit Trailer



Standard Operational Procedure

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Ripley Valley Rural Fire Brigade

Incident Support Unit Trailer

- The **Incident Support Unit Trailer** has been developed to assist with the **Command and Control** functions at an Incident. The Incident may not be fire related and therefore it can be used in many different roles.
- The **Incident Support Unit Trailer** supports **Rural (VHF), Urban (UHF) and Civilian Band (CB) Mobile Radio's** with the added facility of charging handheld **Rural (VHF) and Urban (UHF) Portable Radio's**.
- The **Incident Support Unit Trailer** can be operated on **240 Volt AC** supply either from Mains Supply, Generator Supply or Inverter Supply. A **12 Volt DC** power supply is available from two **Ninety Amp Hour Deep Cycle Batteries** located beneath the Communications Cabinet floor. The required **12 Volt DC** power supply for the **2Way Radios** is supplied from these Batteries. The onboard Power Inverter also gets its **12 Volt DC** supply from these Batteries when required.
- The **Incident Support Unit Trailer** can be used by any **Rural, Auxiliary or Urban Brigades** and a Memorandum of Understanding (MoU) for its use, has been agreed to for this purpose.
- The **Incident Support Unit Trailer** also carries a minimum supply of Equipment for re-supplying Units at an Incident. Due to the weight of the Incident Support Unit Trailer, use the vehicle towing to move the Trailer, to avoid any chance of injury to personnel from pushing or pulling.

PLEASE ensure that you look at the Photo's for the correct placement of items on the **Incident Support Unit Trailer**.

PLEASE ensure you read the **Instruction Manual** "before operating" any Equipment on the **Incident Support Unit Trailer**.

Ripley Valley Rural Fire Brigade

Incident Support Unit Trailer - Work Manual



Pre-Turnout

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Other Features

- ❖ Onboard Charger, Green Communication Beacon, Portable Radio Charger, General Purpose Batteries: Battery Charger. Onboard Fluorescent Lights

Pre-Turnout

"The Must Do's Before Leaving Station"

- (1) : *Disconnect Extension Lead at the Inlet Socket.* (Figure 1)
- (2) : *Hitch the Trailer to the Towing Vehicle.* (50mm Ball)
- (3) : *Make sure the Safety Latch is set to the "Locked" position.* (Figure 2)
- (4) : *Check to make sure the Reversing Lever is "Off".* (Figure 3)

(Figure 1)



(Figure 2)



(Figure 3)



Pre-Turnout

"The Must Do's Before Leaving Station"

- (5) : Plug Trailer Plug into the Towing Vehicles Trailer Plug Socket. (Figure 1)
- (6) : Check that all Lights are working correctly. (Figure 2)
- (7) : Check that the Jockey Wheel is "Locked" into the Travelling position and the Handle is Secured into the fixed "D" Shackle. (Figure 3)

(Figure 1)



(Figure 2)



(Figure 3)



Pre-Turnout

"The Must Do's Before Leaving Station"

- (8) : Release the Hand Brake Lever and swing the Brake Locking Lever back away from the Towing Vehicle. (Figures 1 and 2)
- (9) : Connect the Safety Chains to the Towing Vehicle making sure to cross the Safety Chains over. (Figure 3)
- (10) : Check that all the Locker Doors are Closed and Secured, and that all items on the Roof are Secured before moving off. (Figure 4)

(Figure 1)



(Figure 2)



(Figure 3)



(Figure 4)



Trailer Setup

"Staging Area"

(Levelling Trailer)

- (1) : Look for a suitable Level Area that is a Safe distance away from any Roadways or High Traffic areas.
*****Check also that there are NO Overhead Powerlines.*****
- (2) : If required, use the Plastic Wheel Ramps to Level the Trailer to a reasonably Level Position. Use the spare Plastic Wheel Ramp to chock the other Wheel. (Figures 1 and 2)
- (3) : Before disconnecting the Trailer from the Tow Vehicle, apply the Trailer's Hand Brake. (Figure 3)
- (4) : Swing the Jockey Wheel Down and make sure it "Locks" into place. (Figure 4)

(Figure 1)



(Figure 2)



(Figure 3)



(Figure 4)



Trailer Setup

"Staging Area"

(Levelling Trailer)

- (5) : Use the Spirit Level Gauge mounted on the Trailer's Draw Bar as a Guide to assist with Levelling. (Figure 1)
- (6) : Use the Jockey Wheel to Raise the front or to Lower the rear. (Figure 2)
- (7) : When the front and the rear of the Trailer are Level, Lower the front slightly and place the Chassis Stands under the rear of the Trailer in the position marked. (Figure 3)

(Figure 1)



(Figure 2)



(Figure 3)



Trailer Setup

"Staging Area"

(Levelling Trailer)

- (8) : Once the Chassis Stands are firmly in place, Raise the front of the Trailer using the Jockey Wheel to the previously achieved Level position on the Spirit Level Gauge. (Figures 1 and 2)
- (9) : Position the Handles of the Chassis Stands in a Safe position (under the Trailer), to avoid any chance of possible Injury to Personnel. (Figure 3)
- (10) : Place Traffic Cones around the Trailer just below each corner of the Cabinet Doors when they are in the fully Up and Opened position. (Figure 4)
- (11) : Check that the Trailer is totally Secure and Safe to operate around.

(Figure 1)



(Figure 2)



(Figure 3)



(Figure 4)



Trailer Setup

"Staging Area"

(Setting Up the Radios)

Warning

The Antennas must be raised into position before turning ON the Two-Way Radios.

- (1) : Remove the Retaining Bolt located above the Pivot Point of the Radio Antennas. (Figure 1)
- (2) : Release the small Velcro Retaining Straps on the Antennas at the upper rear end of the Trailer. (Figure 2)

(Figure 1)



(Figure 2)



Trailer Setup

"Staging Area"

(Setting Up the Radios)

- (3) : Check to make sure that there are NO Overhead Powerlines.
Swing the Antennas 180 degrees towards the Front of the Trailer and loosen the Collar's to extend the Antennas to their Maximum Length. (Figure 1)
(Avoid the Pinch Point Area at the Pivot Point. Watch your Fingers and the Coaxial Cables)
- (4) : At the top end of the Antenna Poles, loosen off the Wing-nut and pull out the Bolt, then swing the Antenna Base Mounting Bracket around to the end of the Antenna Pole. (Figure 2)

(Figure 1)



(Figure 2)



Trailer Setup

"Staging Area"

(Setting Up the Radios)

- (5) : Resecure the Bolt into the Top Hole of the Antenna Pole and through the Antenna Base Mounting Bracket. (Figure 1)
- (6) : Raise the Antenna Poles to the Vertical position and relocate the Retaining Bolt through the Antenna Pole and fit the Retaining Clip into place through the Retaining Bolt. (Figure 2)
- (7) : When the Antennas are Fully Raised and Secured, the Two Way Radios can now be Powered Up. (Figure 3)

(Figure 1)



(Figure 2)



(Figure 3)



Trailer Setup

"Staging Area"

(Setting Up the Radios)

- (8) : Flick the Radio Master Switch to the "UP" position . The Red Indicator Light will come ON to verify that the Radios now have Power. (Figure 1)
- (9) : The Radio Handsets can now be turned "ON" and a Standard Radio Test performed on both the UHF and VHF Radios. (Figure 2)
- (10) : The Reverse Procedure is required when Dismantling, making sure that the Radio Master Switch is turned "OFF" before dropping the Antennas.

(Figure 1)



(Figure 2)



Trailer Setup

"Electrical"

(Using and connecting the Generator to the Trailer)

- (1) : Take the Green Plastic Drum Containing the Red Extension Lead and place it on the Ground below the Inlet Socket on the front LHS of the Trailer. (Figure 1)
- (2) : Place the Female End of the Extension Lead into the Inlet Socket. Take the Green Plastic Drum with the Male End of the Extension Lead to the Location where the Generator will be Placed.
Run out the Full Length of the Extension Lead. The Extension Lead will unravel as it is pulled out. (Figure 2)

Note: Flake Extension Lead back in Drum when making up.

(Figure 1)



(Figure 2)



Trailer Setup

"Electrical"

(Using and connecting the Generator to the Trailer)

- (3) : Place the Generator on top of the Plastic Crate that is stored in the Trailer. (This will prevent Dust, Dirt and Sand particles being Sucked Up into the Generators Motor Assembly Compartment). (Figure 1)
- (4) : Ensure that the Generator is full of Unleaded Fuel before Starting. Start the Generator before connecting the Extension Lead.
Avoid "STARTING" or "STOPPING" the Generator with the Extension Lead plugged IN or while under load.
- (5) : Once the Generator is Running and the Extension Lead is connected, flick the Eco Throttle switch to the "ON" position on the Power Outlet end of the Generator. (Figure 2)

(Figure 1)



(Figure 2)



Trailer Setup

"Electrical"

(Using and connecting the Generator to the Trailer)

- (6) : Located in the Radio Console there is a small Switchboard. Flick the First Switch to the "UP" position (Changeover Switch). This will connect the power from the Generator to the Switchboard. (Figure 1)

*****Note*** If the Generator is supplying power there is no reason to turn the Inverter ON.**

- (7) : Check that all the Other Switches on the Switchboard are in the UP position.

(Figure 1)



Trailer Setup

"Electrical"

(Using and connecting the Generator to the Trailer)

- *(8) : Push the Yellow Test Button on the Switchboard to test that the Safety Switch is Working. The Safety Switch should trip to the "OFF" position. Once this test is done Reset the Safety Switch to the "UP" position again. The Lights and Power Points will now be operating off the Generator Supply. (Figure 1)*

(Figure 1)



Trailer Setup

"Electrical"

(Using the Power Inverter)

*******A Power Inverter is an Electronic device that converts DC Power into AC power.**

In the Trailer it converts 12Volt DC power from the onboard Deep Cycle Batteries into a clean 240Volt AC supply.

The Inverter on the Trailer is only used if there is no Generator Supply or any other external supply (eg from a Building), or should the Generator run out of Fuel and requires Refuelling.*****

*****Note*** If the Generator is supplying power there is no reason to turn the Inverter ON.**

The Inverter is stored under the Radio Cabinet Bench Top



Trailer Setup

"Electrical"

(Using the Power Inverter)

- (1) : Before using the Inverter Supply remove the Extension Lead from the Inlet Socket on the front LHS of the Trailer. (Figure 1)
- (2) : When this is done, Flick the First Switch on the small Switchboard (Changeover Switch) to the "DOWN" position. This will give supply from the Inverter to the Switchboard. (Figure 2)

(Figure 1)



(Figure 2)



Trailer Setup

"Electrical"

(Using the Power Inverter)

Reminder

If the Generator is supplying power there is no reason to turn the Inverter ON.

- (3) : *When that is completed, Flick the Inverter Master Switch to the "UP" position . The Red Indicator Light will come ON to verify that the Inverter is now supplying power to the Switchboard. The Lights and Power Points will now be operating off the Inverter Supply. (Figure 1)*
- (4) : *To shut down from Inverter Supply, do the reverse order to the start up procedure.*

(Figure 1)



Trailer Setup

"Quick Set-Up Format"

The unit can be deployed and set-up with base radios (VHF, UHF and CB) and basic incident management facilities within 5 minutes.



Trailer Setup

"Formal Set-Up Format"

The unit can be deployed and set-up with base radios (VHF, UHF and CB), formal incident management facilities, basic welfare capabilities and weather covers that would suit a Level 2 Incident Control Point or Staging Area within 20 minutes.

