

# DORADO COUNTY FIRE PROTECTION DISTRICT

## STANDARD OPERATING GUIDELINE

ARTICLE 4: ROUTINE PROCEDURES

EFFECTIVE DATE: 07-15-2010

SECTION 18: CADweb / ROSS Update

REVISED:

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- 4.18.1 **PURPOSE:** To Establish a procedure for crews to update apparatus staffing with both the ECC and ROSS
- 4.18.2 **PROCEDURE:** Station Captains shall be responsible to log into CADWeb every morning, between 0800 and 0900 and update staffing assignments in CADWeb.
- 4.18.3 Any staffing changes that occur during the shift shall be updated in CADWeb.
- 4.18.4 The status of backup medic units shall be noted in the comment section of the front line medic unit. i.e. Medic 19, comment section - "Medic 219 available at Station 19" or "Medic 25 in service using Medic 228".
- 4.18.5 El Dorado County Fire personnel shall refer to CADWeb Training PowerPoint for step by step instructions on how to properly update CADWeb.