

## **8100 PROCEDURE 373**

### **Resource Ordering – Serious Accident Review Team (SART)**

(No.42 September 2014)

[\(See Policy 1716 – Serious Accident and Near Miss Review\)](#)

In the event of a serious accident or near-miss incident, a Serious Accident Review Team (SART) may be assigned. SARTs shall be conducted in compliance with Policy 1716 - Serious Accident and Near Miss Review.

The Unit with the incident requiring a SART shall generate an incident number for the SART. If a SART encompasses multiple Units in the Region or Statewide, a Region or Sacramento incident number may be used.

Note: For incidents involving Region programs, the respective Operations Coordination Center (OCC) shall generate a Region incident number. For incidents involving Sacramento programs, the Sacramento Command Center (Sac CC) shall generate a CDF incident number.

#### **Responsibilities and Actions**

Any CC

1. Receive notification from Duty Chief of SART activation.
2. Generate incident in the Dispatch System of Record.
3. Create incident in the Resource Ordering System of Record and generate requests for the following positions (ROSS mnemonic in parentheses):

Note: The Team Leader should be pre-identified by Region or Sacramento Headquarters. Team members may be name requested by the Team Leader.

- SART Team Leader (SATL)
  - SART Lead Investigator (SALE)
  - SART Safety Program Representative (SASR)
  - SART Training Program Representative (SATR)
  - SART Documentation Specialist (SADS)
  - SART Labor Relations Representative (SLRR)
  - Any additional position(s) as requested by the SART Team Leader
4. Fill request(s) and place outstanding request(s) with Region OCC.

## **Region OCC**

Process the request(s) in the Resource Ordering System of Record.

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