

MABAS Division 2  
Mutual Aid  
Task Force / Strike Team  
Notification / Procedure

- Upon request for Division 2 Task Force or Strike Team, MABAS Dispatch center shall acknowledge receipt of the request and contact MABAS Division 2 President for approval.
- Division 2 Dispatch shall contact the assigned Chief of the task force or strike team as soon as possible.
- The Division 2 Dispatch center shall contact via telephone all departments which are indicated on the box card to advise them that their response is due to an incident and location of the stricken division.
- Any department that cannot respond to the incident shall immediately notify the Division 2 dispatch center via telephone. The Division 2 dispatch center shall then go down the box card to the alternate department listed to fill the request.
- When departments have their assigned crew members email the task force / strike team Chief with the following crew information:
  - Name
  - Rank
  - Department
  - Social Security Number / or Department ID number
  - Convoy Vehicle Information: (Department / Vehicle # / Type of Vehicle)
- The task force / strike team Chief will need to fill out Illinois Pre-Deployment Roster form, and Support Vehicle Inventory (Appendix 8 of the MABAS Preparedness Workbook). The forms will be emailed (dispatch@redcenter.org) or faxed (847-498-5968) to Red Center. When Red Center has received your forms Red Center is to contact the Task Force Chief via telephone and advise of the following information:
  - Suggested routing to reception site
  - Support locations while enroute along suggested route
  - Security validation code (needed to enter reception site)
  - Location of reception area

If Red Center does contact Task Force Chief in a timely manner, Contact Red Center at: (847) 724-5700 / (847) 272-2121

- Responding departments shall meet at the POD (Elgin Station #2 650 Big Timber Road) at the specified time. Responding members should have their 2 tier cards, and personal deployment items for a multi-day operation without relief (Turn out gear, extra clothing, food, water, sleeping bag etc.).
  
- Responding vehicles should complete a Convoy Safety Checklist, which includes:
  - Vehicle Driving Requirements
  - Pre-trip Inspection
  - In Transit Responsibilities
  - Vehicle Safety Inspection check list
  
- The Chief of the task force or strike team shall utilize the common local frequency to talk to units assigned to the group.
  
- The task force or strike team will leave the POD following the designated route per the Chief in a caravan style following suggested routes given by Red Center.
  
- Units responding to a statewide mutual aid incident should have the capability to communicate via radio on IFERN, and StarCom MABAS Talk Group. Division 2 dispatch will contact Red Center when the task force or strike team is enroute to the reception site. Units will monitor the MABAS / IFERN and StarCom MABAS talk Group frequency while enroute. Your radio signature will be “MABAS Division 2 Task Force”.
  
- Task force or Strike team shall report to the incident reception site where the formal check in process will take place.