

HUNTERDON COUNTY
COMMUNICATIONS SYSTEM

OPERATING POLICIES & PROCEDURES



Section: 6

Page: 18.1

Revision #

Issue Date:

March 7, 2011

Revision Date:

March 22, 2011

Effective Date:

Immediately

SUBJECT: DEATH ANNOUNCEMENT /LAST CALL

Death Announcement:

Use appropriate tones

The (Department name) regrets to announce the passing of (Title, Deceased). The viewing will be held (Date & Time) at (Location). Funeral Services will be held (Date & Time) at (Location). Fireman/EMS/Police Services will be held (Date & Time). Repeat.

Last Calls

On the day of the last call, a phone call shall be made to the Communications Center (908-788-1202) approximately 5 minutes before the time the last call is needed so that the last call is coordinated with the funeral services.

Last Call (Fire/Rescue Squad):

Announce Station XX

Use appropriate tones

Fire Department/Rescue Squad Name this is a Last Call for (Title/Rank & Name), Repeating Fire Department/Rescue Squad Name this is a Last Call for (Title/Rank & Name). May you rest in peace. Time, Operator #, KYO430, KYQ553

Last Call (Police Department):

Alert Tone 1 (approximately 3 seconds)

Department Name and Badge #

Department Name and Badge #

(Rank/Title & Name) 10-07 / 10-42

May you rest in peace

Time Operator # and WNMK960

In the event of a line of duty death or death of a retired police officer the department can contact the Supervisor of Communications to supersede this policy

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SUBJECT: **DEATH ANNOUNCEMENT /LAST CALL**

Hunterdon County Communications

Death Announcement – Fax to 908-806-8184

Date: _____

Station #: _____

Officer Authorizing Announcement: _____

Date & Time for Announcement: _____

Fire/EMS Tones: General Pagers Only (Check one)



The _____ regrets to announce the
(Department Name)

passing of _____. The viewing will be held
(Title/Rank & Name of Deceased)

_____ at the
(Date & Time)

_____. Funeral services
(Location)

will be held _____ at the
(Date & Time)

_____. Firemen / EMS / Police
(Location) (Circle One)

Services will be held _____.
(Date, Time, and Location as appropriate)

(Repeat)

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Hunterdon County Communications

Fire / EMS Last Call – Fax to 908-806-8184

Date: _____

Station #: _____

Officer Authorizing Last Call: _____

Approximate Date & Time for Last Call: _____

Tones: General Pagers Only (Check one)



_____ this is a last call for
(Fire Department or Rescue Squad Name)

_____, (Repeat)
(Title/Rank & Name of Deceased)

May you rest in peace. (Time) hours, Operator (PST#) KYO430, KYQ553

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Hunterdon County Communications

Police Last Call – Fax to 908-806-8184

Date: _____

Station #: _____

Officer Authorizing Last Call: _____

Approximate Date & Time for Last Call: _____

.....
Alert Tone 1 (approximately 3 seconds)

(Police Department Name)

(Badge Number of Deceased)

(Repeat)

_____, 10-07 / 10-42

(Title/Rank & Name of Deceased)

May you rest in peace. *(Time)* hours, Operator *(PST#)* WNMK960