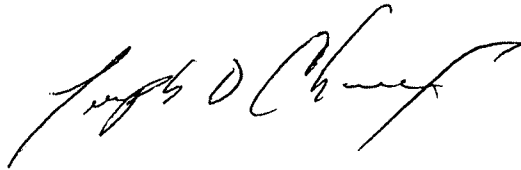


# **Eagle Hose Co. No. 1 Dickson City Fire Department Standard Operating Guidelines**

The following set of Standard Operating Guidelines (SOG's) have been developed by the Operational Officers of Eagle Hose Co. No. 1 and are issued by the authority of the Fire Chief of Eagle Hose Co. No.1.

It is the responsibility of each member to become familiar with these SOG's and follow them.

A handwritten signature in black ink, appearing to read "Joseph D. Chowanec Jr.", written in a cursive style.

Joseph D. Chowanec Jr.  
Fire Chief  
Eagle Hose Co. No. 1

**Eagle Hose Co. No. 1  
Dickson City Fire Department  
Standard Operating Guidelines**

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# **Eagle Hose Co. No. 1 Dickson City Fire Department Standard Operating Guideline**

Date of Issue: May 1, 2012

Effective Date: May 7, 2012

Developed By: The Operational Officers of Eagle Hose Co. No. 1

Issued by Authority of: Joseph D. Chowanec Jr., Fire Chief

## **FIREFIGHTER RESPONSE WITH PERSONAL VEHICLES**

### **S.O.G. 12-001**

#### **I. PURPOSE**

To establish guidelines for fire department personnel when responding to alarms with their personal vehicles including the use of emergency lighting on the vehicle. The following guidelines are not intended to be mandatory. When deemed necessary, appropriate deviations from these guidelines may be implemented, provided that adherence to the intent and purpose of these guidelines is maintained.

#### **II. SCOPE**

This guideline affects all fire department personnel who respond in their personal vehicle to emergency calls for Eagle Hose Co. No.1.

#### **III. RESPONSIBILITIES**

All fire department personnel who use their personal vehicle when responding to emergency calls have the responsibility to arrive at the station in a safe manner.

#### **IV. BACKGROUND**

It is imperative that all fire department personnel arrive safely to insure that the alarm assignment is fulfilled. Many times firefighters take unnecessary risks when responding to alarms in their private vehicles. In addition, many emergency operations have been hampered by fire department personnel inappropriately parking vehicles.

#### **V. PROCEDURES**

1. When responding to alarms all firefighters must exercise care. Responding as a firefighter does not relieve the driver from the duty to drive with due regard to the safety of all persons, nor does it exempt the driver from complying with all PA. State vehicle codes.

2. The use of emergency lighting (BLUE LIGHTS) is prohibited. However, if the Fire Police personnel elect to use emergency lighting, **once on scene**, it shall meet the following guidelines as per M.V. Code-#4572.

- a. The use of flashing or revolving blue lights only, with the exception of chief or assistant chiefs.
  - b. No more than 2 (two) lights per vehicle.
  - c. Lights must be operated by the driver from inside the vehicle
  - d. Lights must be used only at the scene of an emergency call.
  - e. Use of audible warning devices are prohibited on private vehicles except by the Fire Chief or Assistant Chiefs.
  - f. Name of such personnel electing to use such lighting must have their name submitted to the nearest PA. State Police barracks on a list signed by the Fire Chief or his designee. The light shall be removed from the vehicle within 7 (seven) days receipt of notice from the Fire Chief upon termination of the person's status as a member of Eagle Hose Co. No.1 or when the vehicle is no longer used by that individual to respond to alarms.
  - g. All personnel are encouraged to respond directly to the station to ensure that the apparatus riding positions are filled and that the officer has a measurement of available personnel.
3. Only line officers and fire police personnel are allowed to respond to the scene.
- a. When parking at the scene, no private vehicle shall be parked within 100 feet of the incident nor shall it be positioned as to restrict the normal flow of traffic.
  - b. Due to the length of some emergencies, do not park in a manner which would block a public or private driveway without appropriate consent.
  - c. Avoid parking in such a manner that would restrict access to fire hydrants, exposures that would potentially restrict the mobility of emergency vehicles.
  - d. After arriving on scene, all personnel **MUST** report to the incident commander to receive job assignment and to drop off accountability tag. Fire Police personnel can contact the incident commander via radio to notify them of their location.

## **VI. SUPERSEDED GUIDLINE**

This is a new guideline on this subject and does not supersede any previous memo or guideline on this subject.

# **Eagle Hose Co. No. 1 Dickson City Fire Department Standard Operating Guideline**

Date of Issue: May 1, 2012

Effective Date: May 7, 2012

Developed By: The Operational Officers of Eagle Hose Co. No. 1

Issued by Authority of: Joseph D. Chowanec Jr., Fire Chief

## **PUBLIC SERVICE CALLS**

### **S.O.G. 12-002**

#### **I. PURPOSE**

To define the category of calls referred to as "Public Service Calls" and to establish guidelines for handling such calls. The following guidelines are not intended to be mandatory. When deemed necessary for proper operations, appropriate deviations from these guidelines may be implemented, provided that adherence to the intent and purpose of these guidelines is maintained.

#### **II. SCOPE**

All fire department personnel.

#### **III. RESPONSIBILITY**

All fireground officers

#### **IV. BACKGROUND**

Often the fire service is called upon to assist the public or other agencies in various capacities. Public assistance provides good public relations if handled properly and efficiently.

Public service calls are those that are considered non-emergency in nature nor life threatening. They include, but are not limited to residential lock outs, removal of an animal from a tree or assist the public, etc.

#### **V. PROCEDURES**

1. All public service calls will be considered as non-emergency calls. Warning devices such as red lights, sirens and air horns will not be used.

2. While the call is non-emergency in nature, it is possible that while on the public service call an emergency call may be received and protective gear will be essential.

3. A minimum amount of personnel 2 (two) should be used to complete the call. If a sufficient number is not available, pagers may be activated to get the needed personnel response. Often, public service calls are pre-arranged and sufficient personnel are at the station to handle the request. Notify the county communications center of apparatus location and status.

4. Eagle Hose Co. #1 DOES NOT fill swimming pools. Therefore, such a request for public assistance will be courteously denied and alternatives explained to the party involved.

5. Any equipment utilized in the operations will be cleaned, maintained and inspected.

6. The service call will be properly logged in the Incident Response Book at the station.

#### **VI. SUPERSEDED GUIDELINE**

This is a new guideline on this subject matter and does not supersede any previous memo or guideline on this matter.

# **Eagle Hose Co. No. 1 Dickson City Fire Department Standard Operating Guideline**

Date of Issue: May 1, 2012

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Developed By: The Operational Officers of Eagle Hose Co. No. 1

Issued by Authority of: Joseph D. Chowanec Jr., Fire Chief

## **FIREFIGHTER ACCOUNTABILITY**

### **S.O.G. 12-003**

#### **I. PURPOSE**

To establish a standard operating guideline to account for all emergency services personnel on the fire ground. The following guidelines are not intended to be mandatory. When deemed necessary for proper fire ground operations, appropriate deviations from these guidelines may be implemented, provided that adherence to the intent and purpose of these guidelines is maintained.

#### **II. SCOPE**

This guideline is applicable to all emergency service personnel who respond to emergency incidents.

#### **III. RESPONSIBILITY**

The fire chief is responsible to insure the safety of all fire department personnel.

Fire ground officers are responsible to carry out tactical operations. These operations must always be performed with first considering the safety and welfare of fire department personnel. The safety officer is responsible for fire ground safety during emergency incidents.

The accountability officer is an individual assigned to the command post to receive accountability tags.

Firefighters are responsible to adhere to the procedures established within this guideline.

#### **IV. BACKGROUND**

The firefighter "accountability system" provides for an organized mechanism to account for emergency personnel on scene. It also provides the IC with an organized focal point



to determine resources available and monitor their deployment. It also makes fire ground officers accountable for individuals assigned to them eliminating "free lancing" and fire department liability.

## V. PROCEDURES

1. All fire department personnel issued protective clothing will receive a PERSONNEL ACCOUNTABILITY TAG (PAT).

2. Firefighters responding to an incident on the apparatus will affix their PAT to the APPARATUS ACCOUNTABILITY BOARD (AAB). The AAB will be positioned in the apparatus so that all personnel can attach their tag to it. The officer on the apparatus is responsible to insure firefighters attach their tag to the AAB. The engineer, WILL NOT affix his tag to the AAB UNLESS he is going to be part of an interior operations team. Otherwise, his tag will remain with him on the apparatus.

3. The officer of each responding piece of apparatus will report initial personnel staffing while responding. Example- "LACKAWANNA COUNTY, ENGINE 23 RESPONDING WITH 6". Staffing will reflect only those firefighters capable of interior operations. Junior firefighters, observers or those in probationary status not having completed required training are excluded from the staffing count.

4. The AAB will be taken to the "incident command post" and will be attached to the "accountability& incident command board" based on the specific assignment given to the company by the IC. The engineer or other fire ground personnel may be used to bring the AAB to the CP.

A. If the officer on the first on scene apparatus is in the "FAST ATTACK" mode requiring action prior to the establishing of a CP, he will insure the AAB is left with the engineer at the apparatus. As soon as practical the AAB will be sent to the CP to insure accountability. IF INTERIOR OPERATIONS ARE EMINENT THE COMPANY OFFICER WILL, BY NAME, BE AWARE OF THE WHEREABOUTS OF ALL PERSONNEL UNDER HIS/HER COMMAND.

5. When responding, all apparatus will acknowledge response and indicate their staffing. Incidents without VISIBLE smoke or fire or those requiring deliberate action, at the direction of the IC, will direct incoming companies to "LEVEL 1 STAGE". Under "level 1", staging only the first in apparatus will investigate or take action. All other apparatus will stage and remain uncommitted. All personnel will remain on their respective apparatus. Once the IC determines the apparatus required to complete the incident, he will hold the apparatus required and place the rest back in service and they can return to the station.

6. An incident on a limited access roadway, complex or one where more detailed information is required to locate the incident may require "LEVEL2 STAGE". When "level 2" staging, the apparatus will ordinarily park in the direction of travel and remain

uncommitted until a specific assignment is given or is returned to service. On a "multi-alarm" incident, a "staging area officer" will be assigned to determine the resources in the staging area and report it to the CP.

7. Personnel arriving in private vehicles will report directly to the command staging area to be entered into the accountability system. NO personnel arriving in a private vehicle will assume any fire ground activity without first checking in with the accountability officer at the CP.

8. All fire ground assignments will be made through the "incident command system". Each fire ground team will have an officer or team leader who will direct a team and be responsible for the whereabouts of all team members.

9. Approximately every fifteen (15) minutes or during rapidly changing fire conditions, command may request a PERSONNEL ACCOUNTABILITY REPORT (PAR). This report indicates to command that all team members are accounted for. When command asks for a PAR, each team leader will respond back to command with the team's name and number of personnel. In the event individuals are missing, RIT will be activated to assist in locating missing personnel as required.

10. Fire ground teams exiting the structure or "hot" zone will report to the command area to provide a status report to command, have status changed and moved to REHAB area. Once all personnel on the team have been rehabbed and cleared by EMS, the team will return to the personnel staging area and report to the accountability officer.

11. All personnel leaving the fire ground will report to their team leader and to command to get their PAT before leaving.

12. Personnel from mutual aid companies will be assigned as outlined above. In the event accountability tags are not used by the company, firefighters will be accounted for by writing their names on a generic AAB.

13. Chief officers or their designees are responsible to insure that PAT's are appropriately assigned.

## **VI. SUPERSEDED GUIDELINE**

This is a new guideline on this subject matter.

# **Eagle Hose Co. No. 1 Dickson City Fire Department Standard Operating Guideline**

Date of Issue: May 1, 2012

Effective Date: May 7, 2012

Developed By: The Operational Officers of Eagle Hose Co. No. 1

Issued by Authority of: Joseph D. Chowanec Jr., Fire Chief

## **I AM RESPONDING**

### **S.O.G. 12-004**

#### **I. PURPOSE**

To provide a standard operating guideline for the use of the I AM RESPONDING program.

#### **II. SCOPE**

This SOG is applicable to all fire department response personnel.

#### **III. RESPONSIBILITIES**

Officers are tasked with providing a safe response to emergencies with adequate staffing to allow the company to complete its objective(s) safely. Knowing staffing is available prior to an emergency allows the officer to be proactive in problem solving staffing issues. Firefighters who make up staffing as part of a company can complete their tasks in a safe manner with adequate staffing. Officers and firefighters will utilize the IMRESPONDING application to allow for appropriate actions to insure adequate staffing.

#### **IV. BACKGROUND**

lamResponding.com immediately shows who is available to respond to your calls and when they will be responding. This saves critical time for fire departments when responding to emergencies.

After dispatch response personnel who are available to respond to an emergency incident simply press one button on any telephone, and any Internet connected computer or mobile phone instantly displaying who is responding to your incident, their qualifications, and when they are responding.

With lamResponding.com, officers will:

- Know immediately if you have a full crew on the way, or if you need to page additional personnel;
- Stop waiting for members who are not on their way, and stop leaving the station just as others are coming around the corner; and
- Know who is responding to the station.

With lamResponding.com, you will know immediately who else is en route, where they are going, and when they will be there. With this information, you can make informed decisions about whether to wait for others who are still on their way. In many situations, waiting another 20 or 30 seconds for others that you know are on the way can result in having a more complete, better equipped crew for your emergency response.

lamResponding.com includes many other features, including: an instant mass-messaging system for enhanced communications within your department or team; web-based scheduling; apparatus status tracking and expiration date tracking.

## **V. PROCEDURES**

1. All response personnel will provide necessary information to the Fire Chief to be included in the IAMRESPONDING database. Once this information is received, an email will be sent confirming the receipt of this information..
2. Group or individual training will be provided for all response personnel allow for responders to demonstrate an understanding of all the feature of the IAMRESPONDING program. All response personnel will attend the training.
3. All responders will utilize the IAMRESPONDING program to acknowledge response or the unavailability to respond.
4. Officers will utilize the IAMRESPONDING program to convey information such as training announcements, need for staffing or other short correspondence using the TEXT mail and email features.

## **VI. SUPERSEDED GUIDELINE**

This is a new guideline on this subject matter.

# **Eagle Hose Co. No. 1 Dickson City Fire Department Standard Operating Guideline**

Date of Issue: May 1, 2012

Effective Date: May 7, 2012

Developed By: The Operational Officers of Eagle Hose Co. No. 1

Issued by Authority of: Joseph D. Chowanec Jr., Fire Chief

## **CLEANING, MAINTAINING AND INSPECTING OF PORTABLE AND MOBILE EQUIPMENT**

### **S.O.G. 12-005**

#### **I. PURPOSE**

To insure that all portable equipment is in good working order, clean and ready for service at all times. The following guidelines are not intended to be mandatory. When deemed necessary for proper operations, appropriate deviations from these guidelines may be implemented, provided that adherence to the intent and purpose of these guidelines is maintained.

#### **II. SCOPE**

All fire department personnel.

#### **III. RESPONSIBILITIES**

The Captain and Lieutenants oversee all maintenance and repairs to mobile and portable equipment. The Captain and Lieutenants are responsible to perform inspections and report defects as outlined in this guideline. The Lieutenants can coordinate repairs with the Engineers.

#### **IV. BACKGROUND**

It is imperative that all portable equipment is in good working order and ready for service at all times.

#### **V. PROCEDURES**

1. All portable equipment will be inspected and tested on a weekly basis. Equipment inspections are done by fire department officers or assigned personnel. The Fire Chief and Chief Engineer will post a yearly memo explaining which officers are responsible for particular apparatus.
2. All inspections, testing and maintenance are documented on report forms.

3. Any conditions discovered during inspections requiring immediate action will be documented and corrective action taken. If a particular piece of equipment is defective or unsafe, the piece shall be taken out of service (OOS).
4. When this situation occurs, it shall be brought to the attention of the Lieutenants, noted on the inspection sheets and as well as on the board in the apparatus bay.
5. All equipment used at an emergency incident will be inspected, cleaned, sanitized if necessary and serviced as required upon returning to the station.
6. Upon returning to the station the apparatus will be washed and returned to the condition it was in prior to the call. This may include refilling of the booster tank, washing hose or replacing as needed and refueling.

## **VI. SUPERSEDED GUIDELINES**

This is a new guideline on this subject matter and does not supersede any memo or guideline on this subject matter.

# **Eagle Hose Co. No. 1 Dickson City Fire Dept. Standard Operating Guidelines**

Date of Issue: May 1, 2012

Effective Date: May 7, 2012

Developed By: The Operational Officers of Eagle Hose Co. No. 1

Issued by Authority of: Joseph D. Chowanec Jr., Fire Chief

## **EMERGENCY VEHICLE RESPONSE**

### **S.O.G. 12-006**

#### **I. Purpose**

To establish a standard operating procedure for personnel when responding to non-emergency or emergency calls. The following guidelines are not intended to be mandatory. When deemed necessary for proper operations, appropriate deviations from these guidelines may be implemented, provided that adherence to the intent and purpose of these guidelines is maintained.

#### **II. Scope**

All fire department personnel.

#### **III. Responsibilities**

The officer and driver of the vehicles owned by Eagle Hose Co. No. 1 are responsible for the placement of the vehicles, the safety of the crew and the public. All department personnel are responsible to adhere to the procedure established within this policy.

#### **IV. Background**

This procedure identifies the standard operating guidelines to deliver the appropriate equipment and manpower to the scene of an incident in an efficient and timely manner for the purpose of rescue, fire suppression, hazardous materials containment and environmental protection.

#### **V. Definitions**

**Non-emergency response** - Situations where life and/or property are not directly endangered.

**Emergency response** - Situations where life and/or property are directly endangered.

**Emergency Lighting** - All warning lights including the directional signal light and scene lighting if needed.

## **VI. Procedures**

### **Non-emergency Response**

When it is not possible to park in compliance with posted signs, or fire department vehicles encroach upon a roadway to the extent that they present a hazard, officers shall ensure compliance with the following:

- 1) Officers shall take all precautions to ensure the safety of department members and public in the area in which fire department operations are being conducted.
- 2) Officers and apparatus operators shall ensure that all emergency lighting is activated. When stopped during nighttime operations, and after emergency lighting has been activated, apparatus headlights are to be turned off, but parking lights are to remain on.
- 3) Personnel should exit apparatus on the curbside or non-traffic side if applicable and always be aware of the high risk of working in or around moving traffic.
- 4) Officers shall ensure that a barricade formed by traffic cones and flares are placed on the approach to the emergency vehicle as soon as possible. These devices should be placed to protect personnel from moving traffic and give adequate warning to stop or guide vehicles around the apparatus. Fire Police can be utilized to perform this task.
- 5) Emergency lights shall be turned off; the traffic cones and flares removed only after the conclusion of the operation and the need to warn traffic of the position of the halted emergency vehicle.

### **Emergency Response**

- 1) Officers shall take all precautions to ensure the safety of the firefighters and citizens in the area in which fire department operations are being conducted.
- 2) When responding to emergency situations, officers and vehicle operators shall ensure that all emergency warning devices (lights and sirens) remain in continuous operation at all times. Air horns may be used in conjunction with sirens.
- 3) Extra care must be taken when entering intersections, even under green light conditions. Fire apparatus approaching a controlled intersection with a stop sign or red light must slow or come to a complete stop and proceed only when all other traffic in or approaching the intersection has yielded.
- 4) On approach to the incident, it is recommended that a buffer zone of about 75 feet be maintained between the incident scene and the fire apparatus.



- 5) Try to evaluate the scene so you can position the vehicle in the fend-off position, while still considering its operational function. Pull as far to the right or left as possible, then turn sharply back, to position the vehicle at 20 to 30 degrees to the roadway.
- 6) Emergency lighting must remain in continuous operation until the conclusion of the incident.
- 7) Apparatus headlights will be kept in operation during all emergency responses (day and night). During night time operation, when stopped:
- Emergency lighting must remain in operation
  - Parking lights are to remain on
  - Headlights are to be turned off
- 8) The directional signal light should be activated, flashing on the desired "traffic flow side" of the emergency vehicle. (if equipped with directional signal light)
- 9) All personnel should always maintain an acute awareness of the high risk of working in or around moving traffic and, whenever possible, exit the curb side or non-traffic side of the apparatus wearing the protective clothing necessary to protect against all foreseeable hazards.
- 10) Officers shall ensure that a barricade formed by traffic cones and flares in the area in which fire department operations are being conducted, is erected as quickly as possible by the first available person. These cones and flares shall be arranged in such a fashion as to protect:
- The approach to the emergency vehicle (to give motorist adequate warning of the emergency operation and to stop or guide their vehicles safely around the incident).
  - Workers and their equipment from vehicular traffic (by closing off the buffer zone between the apparatus and the incident site)
- 11) Wheel chocks will be utilized when parking on any grade.
- 12) Emergency lights shall be turned off, cones, and flares be taken up only after conclusion of the operation and when the need to warn traffic of the position of the halted emergency vehicle has ceased.

## **VII. Superseded Guidelines**

This is a new operating guideline. It does not replace or supersede any guideline with similar name or subject matter.

# **Eagle Hose Co. No. 1 Dickson City Fire Dept. Standard Operating Guidelines**

Date of Issue: May 1, 2012

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Developed By: The Operational Officers of Eagle Hose Co. No. 1

Issued by Authority of: Joseph D. Chowanec Jr., Fire Chief

## **RESPONSE TO NATURAL GAS EMERGENCIES**

### **S.O.G. 12-007**

#### **I. PURPOSE**

To establish guidelines for response to natural gas emergencies. The following guidelines are not intended to be mandatory. When deemed necessary for proper operations, appropriate deviations from these guidelines may be implemented, provided that adherence to the intent and purpose of these guidelines is maintained.

#### **II. SCOPE**

All fire department personnel.

#### **III. RESPONSIBILITY**

The fire chief or OIC is responsible to ensure appropriate response to natural gas emergencies. Fireground officers are responsible to ensure appropriate actions are taken to resolve the natural gas emergency. Firefighters are responsible to adhere to the procedures established within this guideline.

#### **IV. BACKGROUND**

Natural gas lines exist throughout our coverage area. Natural gas is a colorless, odorless gas. An odorant is added by the gas company. It is lighter than air and will rise if escaping under pressure. The flammable limits of natural gas are 4% to 14%. It produces 1000 BTU's per cubic foot.

#### **V. PROCEDURES**

1. Upon being dispatched to a natural gas emergency, the officer-in-charge (OIC) will ensure that the gas company (UGI) has been dispatched to the location of the incident.

2. The first arriving apparatus will approach the area with caution. All other apparatus will stage approximately one (1) block away from the area to await assignments. Command will be established. If medical attention is required, the EMS officer will coordinate the appropriate treatment. Once the OIC has determined the nature of the emergency and the services required, he may direct and place apparatus outside the "hot zone". To determine the "hot zone" the OIC shall refer to the "North American Emergency Response Handbook".

### 3. ESCAPING GAS OUTSIDE A STRUCTURE

The OIC will:

- A. Determine the nature of escaping gas. Ordinarily this will be done by sensing obvious odor and the sound of escaping gas.
- B. Ensure the gas company is notified by contacting the communications center.
- C. Restrict access to the area.
- D. Eliminate ignition sources.
- E. Secure flow if possible by shutting the master shut cock near the meter.

### 4. ESCAPING GAS INSIDE A STRUCTURE

The OIC will:

- A. Determine the nature of the escaping gas. Ordinarily this will be done by sensing the obvious odor and the sound of escaping gas.
- B. Ensure the gas company is notified by contacting the communications center.
- C. Shut off the flow of gas to the structure by shutting of the master shut cock at the meter.
- D. Ensure ventilation is initiated using natural ventilation.
- E. Ensure personnel do not operate any electrical switches.
- F. Ensure personnel are in full protective clothing and SCBA.
- G. Ensure to have a safety line, in place and charged. NO smaller than 13/4"

### 5. BURNING GAS OUTSIDE A STRUCTURE

The OIC will:

- A. Protect exposures and recognize the high radiant heat hazard
- B. Secure the supply of gas by shutting the master shut cock.

### 6. BURNING GAS INSIDE A STRUCTURE

The OIC will:

- A. Shut off the flow of gas and extinguish the fire.
- B. Protect the exposures.
- C. Shut off the gas to any meters that were exposed to high heat.
- D. Shut off gas to appliance, if only appliance is involved.
7. No attempt will be made by fire department personnel to re-light appliances, furnaces or any other natural gas supplied device. The OIC will advise the owner/occupant to contact a certified repairman or the gas company to insure the system/appliance is suitable to return to service.

## **VI. SUPERSEDED GUIDELINE**

This is a new guideline on this subject matter. It does not supersede any previous memo or guideline.

# **Eagle Hose Co. No. 1 Dickson City Fire Dept. Standard Operating Guidelines**

Date of Issue: May 1, 2012

Effective Date: May 7, 2012

Developed By: The Operational Officers of Eagle Hose Co. No. 1

Issued by Authority of: Joseph D. Chowanec Jr., Fire Chief

## **SAFETY PROCEDURES**

**S.O.G. 12-008**

### **I. PURPOSE**

To establish the guideline to minimize the potential for firefighter injuries. The following guidelines are not intended to be mandatory. When deemed necessary for proper operations, appropriate deviations from these guidelines may be implemented, provided that adherence to the intent and purpose of these guidelines is maintained.

### **II. SCOPE**

All fire department personnel.

### **III. RESPONSIBILITY**

The Fire Chief or Officer in Charge (OIC) is responsible for the safety of all firefighters.

All fire officers within the chain of command will direct personnel within these established guidelines.

All firefighters will adhere to the following guidelines.

### **IV. BACKGROUND**

While firefighting is one of the most dangerous occupations, there is control over much of what and how the firefighters complete their tasks. A comprehensive safety program can assess risks and to minimize injury or death.

### **V. PROCEDURES**

1. All personnel on the fireground will wear protective clothing. If responding on the apparatus, the protective clothing will be in place prior to leaving the station. Protective clothing consists of (turnout coat, turnout pants, fire service boots, nomex hood, helmet, firefighter gloves).

2. While responding to an incident, the Chauffeur has the option to wear or not to wear his protective clothing. Once he has established his initial tasks, he will don his protective clothing in case he is required to assist in any other incident activities.
3. The maximum manning on Engine 23 is six, Ladder 23 and Rescue 23 is eight. NO personnel will be permitted to ride the tailboard, hosebed, side step or top crosswalk of the apparatus.
4. Upon crossing the curb line or otherwise designated safety zone, personnel will be required to have full protective clothing as stated in procedure 1. Breathing apparatus (SCBA) will be worn and utilized upon entering a structure or vehicle that is reportedly on fire or otherwise contaminated.
5. Upon extinguishment of the fire and the determination that the fire is out, overhaul should begin. Once overhaul has been completed to the point below which injurious conditions to the respiratory system have been reduced, SCBA's may be removed. This decision will be made by the safety officer after informing the incident commander.
6. Any injury occurring on the fireground or training exercise shall be reported to the officer in charge of that function, the Fire Chief and Insurance Coordinator. Necessary medical attention will be given depending on the degree of the injury by medical personnel on site or the injured person will be removed to a medical facility by ambulance. An incident form will be completed as soon as possible by the affected individual or officer in charge.
7. When responding to a motor vehicle fire, the apparatus should be positioned, if possible, in front of the vehicle, away from the gas tank by approximately 75'. Not less than (1) 1-3/4" line will be deployed.
8. All personnel actively involved in a motor vehicle rescue or any incident with the potential for contact with blood or any body fluids, latex gloves must be worn under leather or fire gloves. Latex gloves are on the apparatus.
9. Full protective clothing, including SCBA's will be worn on all potential HAZMAT incidents. Apparatus and personnel should be positioned up wind. The Hazardous Material should be identified prior to any action being taken.
10. All personnel responding in private vehicles or driving department apparatus shall conform to the Pa. Department of Motor Vehicle regulations.
11. When apparatus is required to back up, the officer will assign someone to observe the rear of the apparatus.
12. For additional "safety" procedures refer to other guidelines on specific situations.

## **VI. SUPERSEDED GUIDELINES**

This is a new guideline on this subject matter and does not supersede any previous memo or guideline on this subject matter.