

SUBLIMITY FIRE DISTRICT

SUBJECT: Emergency Operations	O.G. NUMBER:
PURPOSE:.	Original Date:
	Revision Date:

Emergency Operations – Safety Considerations

Incident Management

An incident management system that meets with the requirements of NFPA Standard 1561, on Fire Department Incident Management, shall be established, applying to all members involved in emergency operations. All members involved in emergency operations shall be familiar with the system. Sublimity Rural Fire District, in compliance with OAR 437-002-0182(8), will implement the FEMA approved National Interagency Incident Management System (NIIMS).

1. All personnel will be instructed in an incident command overview course prior to responding on any emergency incidents.
2. All officers will complete a DPSST certified course in incident command system.

Personnel Accountability

The purpose of this policy is to provide a system for tracking all personnel during training and emergency incidents.

1. All personnel, upon entering the apparatus, will place one nametag on each of the two passports located in the apparatus.
2. Nametags will be placed on the passports in descending order with the Officer first, the apparatus operator (upside down, if remaining with the apparatus) and then the remainder of the crew.
3. All personnel will attach the helmet shield to identify their assignment.
4. Unit Officers will ensure that all crewmembers have placed their nametags on the passport and placed a unit shield on their helmet prior to leaving the station.
5. Upon arriving at the scene the unit Officer will leave the red passport inside the apparatus. The white passport(s) will remain with the Officer.
6. Units where four or more personnel may ride will have two white passports (Unit##A & Unit##B) available, so the crew may be split for functional reasons if necessary.

7. As soon as possible command will collect all back up (red) passports for placement on the status board and for crew assignment tracking.
8. During incidents in which an entry Officer is used, the nametag of each person entering the controlled area will be collected (all personnel should have four name tags) and returned to the individual when they exit.
9. As companies are released from the scene they will collect all outstanding passports and nametags and return them to the apparatus and personnel.
10. During an incident the I.C. may call for a PAR (personnel accountability report). This will be done for any incident of long duration, when crews are spread over a large area, or when an incident has greater potential for injury or death. The following procedure will be used for calling a PAR:
 11. The I.C. will announce that a PAR will be taken in 1 minute.
 12. Individuals who are carrying passports will account for their crews by visually locating each one.
 13. The I.C. will ask each unit for a report as follows..." command to Engine 91 do you have PAR?" This will be done for each unit on scene.
 14. The response will be "Engine 91 to command I have PAR" (if all crew members have been located); if PAR is not complete the response may be "Engine 91 to command I do not have PAR. All crew accounted for except apparatus operator."
 15. Often times an Officer may be working with part of their crew in a structure and report the following, "Engine 91 to command I do not have PAR three members with me two have exited the structure".
 16. When PAR is not complete the I.C. shall designate someone to account for the personnel who have not been visually accounted for. This can be done by using one of the passports that have been collected by command.
 17. When personnel cannot be accounted for an emergency message will be broadcast and immediate efforts to locate the missing personnel will begin. This will cause efforts to control the emergency to be curtailed in some instances. It is vital that all personnel be responsible and maintains contact with their assigned officer.

Safety Officer

1. A Safety Officer shall be assigned by Incident Command (I.C.) on any incident that poses a greater than normal risk to the safety of the personnel. If I.C. does not assign a Safety Officer, I.C. is responsible for the functions of the Safety Officer.
2. The Safety Officer is to report to the I.C. any unsafe actions or conditions that may be discovered on the emergency scene.
3. The Safety Officer has the authority to alter, suspend, or terminate any activities that are unsafe or involve an imminent hazard to personnel without requesting permission from the I.C.
4. The Safety Officer shall inform the I.C. of any changes that have been ordered as soon as possible.
5. The Safety Officers shall be involved in the post incident critique

