

# **SUBLIMITY FIRE DISTRICT**

## **Operational Guide**

<b>SUBJECT:</b> Safety and Health Program	<b>O.G. NUMBER:</b>
<b>PURPOSE:</b> To describe the Districts Safety and Health Program	Original Date: 5/10/98
	Revision Date:

### **Safety and Health Program**

It is the intent of the Sublimity Fire District , and the goal of this program, to place the safety of our officers and firefighters as a priority and provide, to our utmost ability, for the safety of our personnel. This will be done by developing, implementing, monitoring, and evaluating a safety and health program.

#### **ORGANIZATIONAL STATEMENT**

The Sublimity Fire District is organized to save lives, suppress and control fires, and provide other services such as rescue, inspections, code enforcement, fire & arson investigation, public fire education and other activities as deemed in the best interest of the fire department or the citizens of our District.

Membership in the fire department shall be comprised of career, active, social, life, auxiliary, cadet and honorary members with the total active membership to average 60 members.

It is the responsibility of each member to cooperate, participate, and comply with the provisions of this safety and health program, and to perform their assigned duties in a safe manner that does not present a hazard to themselves or others.

A training program will be developed as a minimum guideline, under section two of this program, in the following categories:

- Interior Structural Firefighters
  - Entry Level Training
  - In-Service Training
- Non-Interior Structural Firefighters
  - Entry Level Training
  - In-Service Training
- Fire Officers
- Department Instructors

It is the commitment of this department to provide to the best of our ability, safe operations; prevent accidents, illnesses and fatalities; comply with all applicable laws and regulations; establish safe work habits; and establish guidelines to help meet these objectives.

Guidelines for dealing with specific hazardous situations, will be developed, implemented and used by the members of this department.

A safety committee shall be appointed by the chief of department and members shall continue in that position until relieved of those responsibilities. The committee shall serve in an advisory capacity to conduct, research and develop recommendations regarding safety and health issues for the review of the chief of department. This committee shall meet at least four (4) times a year.

Safety officers shall be appointed by the chief of department and shall continue in that position until relieved of those responsibilities. Each safety officer shall be trained in emergency scene safety. If a safety officer is not available at emergencies when the incident commander deems that this staff position should be activated, an appropriate officer or firefighter shall be assigned to this position until relieved by one of the department safety officers.

The chief of department or his designee shall establish a record collection system for such records as injuries, illnesses, deaths, exposure to toxic products and infectious diseases, membership training, maintenance/inspection of equipment, apparatus, facilities, and other areas as deemed appropriate.

### **TRAINING AND EDUCATION**

The following training guidelines are the minimum requirements to maintain active membership in the department and additional training courses may be developed and/or implemented by the chief of department or his designee.

All training provided to members shall be developed and delivered with consideration for the members' safety as a priority, and where appropriate, specific safety information shall be incorporated into the curriculum.

### **INTERIOR STRUCTURAL FIREFIGHTERS**

Newly appointed members shall be trained for all anticipated assignments prior to being assigned to perform them. Prior to performing firefighting duties, the newly appointed member shall complete the "Recruit Training at the Basic Firefighter level or an equivalence. The member should work under the supervision of an experienced firefighter until the completion of "Initial Fire Attack training" or an equivalence. Any equivalent curriculum shall contain as a minimum the following content as prescribed by OSHA.

#### **Subject Areas**

- General Hazard Recognition
- Fire Station Safety
- Response Safety
- Fire Scene Safety
- Protective Clothing
- Self Contained Breathing Apparatus
- Tool and Equipment Safety

Existing members shall receive annually as a minimum and at least a portion of the required curriculum on a quarterly basis, training subjects and time in the following areas as required by OSHA:

#### **Subject Areas**

- General Hazard Recognition
- Fire Station Safety

Response Safety  
Fire Scene Safety  
Protective Clothing  
Self Contained Breathing Apparatus  
Tool and Equipment Safety  
Recent Developments in Fire Safety

In addition other training courses, as identified by the chief of department, may be required of membership.

Drivers/operators of apparatus should complete the "Pumper Operator" course or an equivalence, prior to operating a pump. In addition, VFIS "Emergency Vehicle Operation" course or an equivalence, should be completed prior to the driving of any apparatus.

Department instructors should complete "Instructor I" in instructional techniques and be knowledgeable in the subject material they are assigned to instruct. Individuals having special knowledge, skills or abilities can be utilized as special instructors, without completing a course in instructional techniques, under the general direction of the training officer.

Officers should complete additional courses in subject areas as determined by the chief of department to be appropriate for their level of responsibility. As an example, such courses could be in strategy, tactics, building construction, preparing for command, command management, firefighter safety, hazardous materials, incident command, and others.

Additional membership training should include, but not be limited to, such items as the fire department incident command system, standard operating procedures, evacuation from hazardous area procedures, right to know information, and special hazards of the community.

## **VEHICLES & EQUIPMENT**

Drivers and operators shall be physically able to operate the apparatus to which they are assigned.

Vehicles shall always be operated in a safe and prudent manner and in accordance with all department guidelines, in compliance with the Oregon Vehicle and Traffic Law and any other applicable ordinances or regulations.

All passengers shall be seated and passenger restraint devices shall be used.

All apparatus shall be equipped with back-up alarm devices and in addition, one or more firefighters should be positioned at the rear and side of the apparatus to assist in backing it up (providing the personnel is available).

All apparatus should be examined on a regular basis for routine maintenance items and the evaluation checklist, as approved by the chief of department, shall be completed. The Chief of department or his designee shall also arrange for a maintenance program for each piece of apparatus, as per manufacturers recommendation. The work should be completed by persons capable of doing such maintenance. Unsafe or non-serviceable equipment should be removed from service until it is repaired.

The chief of department shall arrange for the testing of equipment such as pumps, hose, self contained breathing apparatus, extinguishers, ladders, etc. according to manufacturers specifications, after its' repair, or if it appears damaged.

As new apparatus is ordered, it will incorporate enclosed seating areas for all firefighters and in addition may incorporate other safety features as recommended by the NFPA 1900 series standards, the chief of department or the apparatus committee.

### **PROTECTIVE CLOTHING AND EQUIPMENT**

Protective clothing for all firefighters shall be provided commensurate with their responsibilities. The personal protective clothing shall be OSHA and/or NFPA approved and include a coat, helmet, eye protection, gloves, bunker pants and appropriate boots. The equipment shall be used when firefighters are exposed to the hazards it was designed for and as required by standard operating procedures.

Each member should be trained in the maintenance and use of their personal protective clothing and shall have the responsibility to see that it is maintained.

Self contained breathing apparatus (SCBA) shall be of the positive pressure type. SCBA shall be used in accordance with Dept O.G.'s. All breathing apparatus shall be maintained and tested according to the manufacturers recommendations. Each member expected to use SCBA shall complete training in its use, prior to using the equipment at an emergency incident. Repairs will only be done by persons trained to do so.

Personal alert safety devices shall be provided and will be used at all times the breathing apparatus is in use and tested prior to their use.

Life safety rope, harnesses, and hardware for rescue operations shall be purchased and maintained for that purpose, with an examination of same for deterioration on a regular basis. It shall be the policy that if the rescue rope is used it shall be examined and, if necessary, downgraded or destroyed.

The department shall develop a face, eye, and hearing protection program.

Members who operate power driven tools and equipment, shall wear eye, face and hearing protection appropriate for the tool or equipment they are using.

Safety standards applicable to the operation of tools and equipment will be adhered to at all times.

### **EMERGENCY OPERATIONS**

All training evolutions and emergency operations shall be conducted in as safe manner as is practical and in a manner to recognize and prevent accidents and injuries. Live fire training should be conducted using NFPA 1403 as a guideline.

A safety officer position shall be activated when, in the opinion of the senior safety officer on-scene, the emergency has reached a level that requires additional safety precautions. In the absence of a safety officer, the incident commander shall assign a trained officer or firefighter to fulfill this responsibility. A safety officer may have additional duties at the emergency scene if personnel is limited.

A personnel accountability system will be developed and utilized at all incidents, such as structure fires, hazardous materials incidents, multi-vehicle accidents, grass/brush fires, where personnel may have to be quickly accounted for.

Special hazards may require special safety precautions. The special hazards shall be described along with the special precautions to be taken in O.G. 's. In addition, the O.G. 's should be distributed to each member for inclusion in their training book. The development of these O.G. 's shall be an on-going process and be reviewed annually for additions and changes.

EMS personnel and/or an ambulance will be dispatched automatically to all emergencies where their services may be needed.

An adequate number of personnel will be available at the scene of any incident to safely conduct emergency operations. If an insufficient number of Sublimity Fire District personnel respond then Mutual Aid will be requested to provide additional personnel.

The fire department shall provide an adequate number of personnel to safely conduct emergency scene operations. So as to allow for at least a team of two to enter interior structural fires, it is recommended that an operational company be staffed with at least four firefighters within 5 minutes after arrival at an emergency.

The Department Incident Command System shall be established and used at all alarms to which the Fire Department responds. All members shall be trained in the use of the system.

The incident commander shall be responsible for overall safety of the firefighters and each officer shall monitor the safety of his/her company.

### **FACILITY SAFETY**

Fire stations shall comply with all applicable codes and be inspected annually for code compliance. In addition, a safety evaluation should be conducted at least quarterly for items that affect members safety and a checklist should be used by the person performing the safety evaluation.

Smoke detectors shall be installed in the sleeping area, meeting room, and other areas as recommended by the safety committee.

### **MEDICAL**

All new members shall have a medical examination by a licensed physician, as determined by the Fire Department, prior to membership. The components of the examination shall include urinalysis, gross vision, tetanus booster, pulmonary function, an NIDA equivalent five panel drug test with chain of custody and any other area identified by the physician that may restrict the candidates ability to perform the functions of a firefighter. The department shall identify any additional physical requirements that the candidate shall meet.

Existing members that develop heart disease, epilepsy, or emphysema shall have certification to perform as a structural firefighter by a physician and in addition a medical evaluation of the individual shall be conducted on an annual basis. If the firefighter's physical condition has changed, a medical reevaluation by a physician may be requested. Any other forms of physicians that may require additional medical follow up may also be utilized. The safety committee shall

assist the chief in the development of medical guidelines for firefighter's after consultation with a physician and commensurate with OSHA 1910.156 requirements.

Costs for physicals shall be borne by the Fire Department.

While it is the members responsibility to stay physically fit to perform the duties of a firefighter, the Fire Department will strongly encourage each member to stay physically fit, through a variety of methods, including scheduling activities which will promote the fitness of all members.

Should the performance or actions of a firefighter compromise the safety of himself/herself, other firefighters, or the general public in performance of official duties, it shall be referred to the safety committee by the Chief of Department for review. Recommendations regarding the individual shall be made to the Chief for review and action.

Under no circumstances shall a fire department member act in the official capacity of a firefighter when the consumption of alcohol or other substances may affect their ability to perform in a safe manner.

It shall be the policy of Sublimity Fire District to promote a "Drug Free Emergency Service". An Anti Drug Abuse Education & Prevention Program should be developed and available resources for its implementation identified.

A critical incident stress program has been developed and available resources for its implementation identified.