



# PROCEDURES MANUAL

**SUBJECT:** Structure Fire Operations – Fire Company Response and Actions

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## 203.01.10 Structure Fire Operations – Response and Company Actions

### A. Purpose

To outline guidelines for Fire Company actions and operations at structure fires. These are only guidelines and no one (1) fire is the same and conditions can dictate the Incident Commander and fire companies to deviate from these guidelines if conditions warrant.

### B. Response (*Reference to Section 703 Dispatch Procedures- 703 E. Apparatus Responses by Incident Type - STRUCT*)

### C. Engine Company Operations

#### 1. Water Supply

- a. A source of water supply shall be secured by the first two (2) due-in Engine Companies unless the pre-plan preempts this requirement. The goal is to provide a primary and secondary uninterrupted water supply.
- b. Third (3<sup>rd</sup>) Engine to Level 1 Stage at next closest hydrant and only secure water supply at the direction of Command.
- c. The water supply should be a 5" supply line, or soft suction-
- d. When laying a supply line, do not lay a line or position the Engine Company to block access by the Ladder Company. Preferably lay hose to one side of the street or access road.
  - i. On narrow or dead-end streets where access will be limited, Engine Companies should consider utilizing a reverse lay (Crossfire) to a hydrant past the address to allow unimpeded access for the first arriving Ladder Company.
  - ii. It is the responsibility of each Engine Company to provide its own uninterrupted, adequate supply of water
  - iii. In the event a supply source or line cannot be secured, the Officer of the Engine Company must notify Command immediately. Later arriving Companies may need to relay water to this Engine Company.

- e. For each supply hose lay over 1000 feet an Engine Company shall be placed to boost pressure and relay water to the initial attack Engine Company. An Engine Company should be placed every 1000 feet for supply line stretches over 1000 feet.
  - f. For Defensive or Large GPM operations, FAO's should ensure the 5" supply is coming directly into the side intake to provide maximum GPM flow into the fire pump and avoid any friction loss from the front intake piping.
2. Engine Company Tactics
- a. Locate the fire
    - i. Identify the location and extent of the fire.
    - ii. Refer to dispatch information from caller (apartment #, floor, etc)
    - iii. Solicit information from bystanders or fleeing occupants. Ask where the fire is and the best way to get to it.
    - iv. Listen to radio traffic from other Companies (ie: Ladder Company who gets into building ahead of the Engine Company).
    - v. Sometimes smells can assist in locating fire:
      - 1. Wood – residence, apartment space
      - 2. Food on the stove – apartment or kitchen
      - 3. Fuel oil – basement or boiler
      - 4. Rubbish – hallways, stairways, breezeways, compactor shafts or rooms, shafts
      - 5. Electrical – overhead lights, outlets, electric appliances
    - vi. Look up stairwells and down hallways for evidence of smoke.
    - vii. If you smell smoke and are uncertain of the location, press on doors to apartments if they are locked and you should see smoke emit from the jamb.
    - viii. Once the location of the fire is determined, notify all Companies and announce the best route to get water on the fire.
  - b. Confine or Control the Fire
    - i. Line placement between the fire and unburned areas.
    - ii. Anticipate fire spread via voids, pipe chases, utility areas, openings and concealed spaces.
    - iii. Control ventilation and door openings to limit fire spread
  - c. Extinguish the Fire
    - i. Put water on the fire. All efforts must focus on getting the first line into service.

- ii. After water is on the fire, check for extension and open up to ensure extinguishment.
- d. Hidden Fire
  - i. Early recognition of, and response to, concealed-space fires can save the structure.
  - ii. Companies should always check hidden areas for evidence of fire.
  - iii. Open up examination holes and use TIC for examination.
  - iv. Failure to open up may cause loss of the structure, rekindle or injury.
- 3. Attack Line Choice
  - a. The 1-3/4 inch attack line can be used for most fires (i.e., one or two rooms in a residential fire, multi-families, compartmentalized areas)
  - b. The Company officer should order 2-1/2 inch attack lines for a larger volume of fire. If an offensive attack is being undertaken in a residential occupancy, then a 1-3/4" fire line is an appropriate choice due the compartmentalization of the structure, small room size and to increase speed and mobility.
  - c. A 2-1/2 fire line shall be used for the following:
    - i. For all fires in Commercial, Industrial, Retail, Auto Repair Shops, Churches or High Rise Occupancies.
    - ii. Advanced fire situations where quick knock down is necessary to limit fire spread.
    - iii. Massive fire extending to attic space of multiple dwelling.
    - i. Obvious defensive operations. Use the largest tip possible for defensive operations (1-1/4" or 1-3/8").
    - iv. Exposure protection.
    - v. Standpipe Operations
- 4. Line Placement
  - a. Rapid and appropriate placement of the first attack line will often dictate the success of the overall operation.
    - i. The unburned portion represents where the fire is going and should establish the framework for fire control operations.
    - ii. Initial efforts should focus on getting at least one line in operation as quickly as possible. **Sometimes this requires the first two (2) engine companies to work together to accomplish this task.**
    - iii. This may require placing a stream from the exterior into the building prior to entering or while the interior attack lines are being deployed if there is heavy fire or delayed entry due to access issue.

- iv. Determine fire location and extent of fire to determine the most advantageous entry point to begin operations.
- b. Companies must remember that the interior stairs are the most important means of egress to protect. The stairs allow for Ladder Company personnel to rapidly get above a fire and allows for easier removal of occupants.
- c. FIRST FIRE LINE
  - i. Between fire and victims via the primary means of egress (front door in single family, stairwell doors in garden apartments and multiple family units).
  - ii. Exceptions which require direct water application outside of the normal means:
    - 1. When fire is exiting overhead of a victim at a window, balcony or fire escape.
    - 2. Major fire requiring quick knockdown (such as an attached garage fire).
    - 3. When there is a severe exposure, then apply water between the fire and the most severe exposure.
- d. SECOND FIRE LINE
  - i. Back-up first line in the event of failure of the first line by providing additional GPM in the event the first line can't control the fire.
  - ii. Position to control exposures in the event the first line didn't control exposures initially.
  - iii. Position on interior if the first engine chooses to protect exposures, protect trapped occupants.
  - iv. Floor above if not needed for back up because the 1<sup>st</sup> line is controlling the fire. **ENSURE SECOND LINE IS SUFFICIENT TO REACH THE FLOOR ABOVE.**
  - v. Fire line choice must be the same size or larger than the first line.
- e. THIRD FIRE LINE
  - i. As directed by Command.
  - ii. Cover secondary means of egress.
  - iii. Protect trapped occupants above the fire, on fire escapes or in any type of danger.
  - iv. Exposure control, line deployment into exposed buildings
  - v. Vertical extension to floors above or other areas if necessary
- f. Other Considerations
  - i. **Do Not** operate hose lines in opposition to each other.
  - ii. Sometimes companies cannot make it to a fire area due to a wind driven fire or massive fire conditions; consider a

coordinated quick knockdown ordered and coordinated by Command from the exterior. Companies on the interior should withdrawal to a safe location in a stairwell or the floor below before initiated.

iii. TEAMING OF ENGINE COMPANIES

1. NOTE: First two Engine Companies shall always work to put the first line into service.
  2. Cohesiveness is important, work as a team to ensure successful placement of the first line.
- iv. In single family and other tight or narrow stairs – the SECOND DUE OFFICER – controls the stairs to limit overcrowding.
- v. Do not operate fire streams into smoke unless you are encountering extreme levels of heat or suspect unseen rollover or black fire, which will lead to a flashover, or rapid-fire spread event.
1. It's always better to cool the environment than be overcome with rapid-fire progression. If in doubt – open up fully and flow until it cools.
  2. Use a TIC to monitor heat and roll over conditions.

g. Master Streams

- i. Engine Mounted Master Streams offer very large GPM flows (500 to 1,000 GPM), quick operation, reach and penetration. A solid bore tip offers greater reach, penetration, with a more intact stream than a variable stream nozzle that is set on straight stream.
- ii. Utilize the largest smooth bore tip sizes possible on master stream devices while accounting for reach. If reach is a concern, smaller tip sizes allow for greater reach. The largest tip size should be utilized initially on the mounted master stream device, preferably the 2-inch tip.
- iii. Engine Mounted Master Streams should be considered for structures that are well involved, beyond rapid reach of attack lines, for exposure protection, and situations that pose an unusual safety risk to firefighters. Engine companies should be positioned to utilize their apparatus mounted master stream for well involved fires or exposure protection as they are capable of providing the most rapid high GPM stream at such incidents.

h. Basement Fires

- i. A look at all four (4) sides of the building (360) **must** be completed before entering a building on a suspected

basement fire. Note: This shall be conducted during the Follow-Up Report prior to entering the structure.

- ii. If **no** exterior stairs or door to access the basement and HEAVY FIRE CONDITIONS EXIST WITHIN THE BASEMENT, then “knock down” fire from an exterior window prior to attempting to enter from interior steps.
- iii. If safe to do so, the second line must go to the interior of the building at the steps to the basement and protect the rest of the building from vertical extension.
- iv. Third line may back-up either line or go to top floor for extension control.
- i. Fire Fighting Foam – Class A Foam
  - i. All Engine Companies are equipped with Class A-Firefighting foam
  - ii. Class A foam shall be used on all offensive, interior attack lines unless specifically instructed to not use the foam by the Company officer or Incident Commander. Don’t wait for the foam to be called for, use it on all fires.
  - iii. Note: Class A foam shall not be utilized for defensive or master stream operations.

D. First Arriving Company (*Reference 201.01.04 Structure Fire Operations- Radio Reports and Communications*), shall perform;

- 1. Initial Radio Report and Assume Command in fast attack mode.
- 2. Follow-Up Radio Report
- 3. Give CAN Report to first in Chief Officer during Command Transfer.

E. Company Arrival On-Scene

- 1. First two (2) Engine Companies, First Ladder Company and First Chief Officer will report to the building. All other companies will Level 1 Stage on a one-alarm or still alarm dispatch.
- 2. Announce On-Scene or Level 1 Staging
- 3. Examples;
  - a. “Engine 17 On-Scene Level 1”
  - b. “Ladder 20, second Truck Level 1”

F. Engine Company Operations and Assignments

- 1. Arrival Benchmark Notification dictates Company Assignments.
- 2. First arriving Fire Company will become the initial (Fast Attack Mode) Incident Commander.

3. **First (1<sup>st</sup>) arriving Engine:**

- a. Secure a water supply.
- b. Position Engine as to not impede access to the structure for the Ladder Company.
  - i. This is usually accomplished by pulling past the structure.
  - ii. If the apparatus mounted master stream is needed due to large fire volume or immediate exposure protection, then the ENGINE owns the front of the building.
- c. Evaluate Exposures – Place exposure line if necessary or place apparatus mounted deck gun into service to protect exposures. NOTE: Essential tactic of first due Engine is to place lines to protect life and then other hazards. If a major fire is exposing other buildings, then protect those other buildings initially.
- d. Direct the actions of the second due Engine Company.
  - i. Assist with attack line
  - ii. Bring a back-up attack line
  - iii. Take an attack line above the fire.
  - iv. Protect an exposure
  - v. Go On-Deck
- e. Direct the actions of the other Companies dispatched on the first alarm – Primarily the second engine.
- f. Deploy the initial hose line to the seat of the fire.
- g. Officer equipped with Haligan Tool and TIC

4. **Second (2<sup>nd</sup>) arriving Engine:**

- a. Secure a water supply independent of the first arriving engine. This should be from a different direction and approach if possible.
- b. SECOND ENGINE SHALL ASSIST FIRST DUE ENGINE at the direction of the initial Incident Commander.
  - i. Ensure efficient and timely stretch of the first fire line, without kinks and advancing to the seat of the fire. **THIS IS THE MOST IMPORTANT INITIAL TASK.**
  - ii. Members must spread out and the company officers of both companies must communicate to ensure smooth and speedy advance.
- c. If a 2-1/2" fire line is deployed by the initial company for offensive operations, then the 2<sup>nd</sup> engine is **ALWAYS** mandated to assist the 1<sup>st</sup> engine and remain a cohesive part of that fire attack crew.
- d. **Only when the SECOND ENGINE is not needed on a simple stretch to a 1 or 2 story private dwelling** - Deploy a backup hose line at the direction of the initial incident commander.
- e. The backup line should come from the second engine whenever possible. This action will provide two independent hose lines and

water supplies in the event of mechanical failure of the first engine or hydrant.

- f. If the initial attack line is containing and extinguishing the fire the backup hose line may be repositioned to the floor above the fire to cut off vertical fire extension. This must be communicated to Command.
- g. Backup line should be same size or greater than the initial attack line and should be long enough to reach the floor above the fire.

5. **Third (3<sup>rd</sup>) Arriving Engine:**

- a. Level 1 Stage at the next appropriate hydrant and wait for direction from Command.
- b. The Officer and firefighters will be prepared for firefighting in full PPE.
- c. Once given an assignment by Command, the 3<sup>rd</sup> arriving Engine duties are as follows:
  - i. The FAO shall assist first and second due Engine Company FAOs if not operating their engine..
  - ii. If 2<sup>nd</sup> Engine Company is assisting and committed to first attack line, deploy a back-up line.
    - 1. Deploy this line from the second engine whenever possible to provide two independent hose lines and water supplies in the event of mechanical failure of the first engine or hydrant.
    - 2. The backup hose line should usually be deployed through the same entrance as the initial attack hose line.
    - 3. Backup line should be same size or greater than the initial attack line.
  - iii. If the initial attack line is containing and extinguishing the fire the backup hose line may be repositioned to the floor above the fire to cut off vertical fire extension. Shall notify Command when repositioning above the fire.
  - iv. If ordered, also be prepared to: Search, Ventilate or perform any needed fire ground tasks.
  - v. Officer equipped with TIC, handy line and hose strap

6. **Fourth (4<sup>th</sup>) Arriving Engine (SAFETY ENGINE):**

- a. The Safety Engine will be the 4<sup>th</sup> Engine on the 1-alarm assignment and shall be responsible for establishing Accountability and assisting with RAT Operations.
- b. Dispatch will designate the 4<sup>th</sup> Engine as the Safety Engine on dispatch. 4<sup>th</sup> engine will acknowledge safety engine designation on the fireground channel. The only variance to this assignment is at the order of the Incident Commander.



- i. When dispatched as the Safety Engine, **shall** remain the Safety Engine unless changed by Dispatch or ordered by Command. If Command gives orders to go to work, make sure Command is aware you were dispatched as the Safety Engine. The Incident Commander must request an additional Safety Engine.
  - ii. On arrival, Stage and park apparatus out of the way to not impede other apparatus from accessing the scene.
  - iii. **Never** commit to operations with water supply or fire lines, unless ordered by Command.
  - iv. The Officer of the Safety Engine shall assume the duties of the Accountability Officer. (*Refer to Section 202.07 Accountability*)
  - v. One firefighter from the Safety Engine shall assist the Accountability Officer for the duration of the Incident or until relieved.
  - vi. The Officer and Firefighter assigned to Accountability shall manage the accountability board and the SCBA air monitoring system at the District Vehicle.
  - vii. The remainder of the individuals assigned to the Safety Engine will immediately report to the RAT Team Officer to increase the size of the RAT Team. They shall remain part of the RAT Team and under the direction of the RAT Officer for the duration of the incident. (*Refer to Section 203.01.14 Rapid Assistance Teams*)
- c. On arrival will Level 1 stage unless the first companies report a “working fire”, then will respond forward and notify Command that you are establishing Accountability. For example, “Safety 21 has established Accountability at the rear of District 2.”

#### G. Ladder Company Operations and Assignments

1. Standard Ladder Company Functions Include: Forcible entry, search, rescue, ventilation, salvage, and overhaul. Engine companies do their work with hose lines; ladder companies do their work with tools.
2. When completing a task, example “primary search complete”, Command should give you another assignment. Do **NOT** freelance.
3. Lighting
  - a. lighting is imperative for safety of personnel, especially after fire control.
  - b. Lighting can be set up by any of the Ladder Companies at any time, however the sooner the better.
  - c. The RAT Company needs to consider lighting all egress routes.

## 4. Salvage

- a. Salvage is the act of protecting property from damage from fire or water.
- b. Salvage should begin with the arrival of the firefighting force.
- c. The judicious use of water provides a salvage function without a need for additional personnel.
- d. Property can be protected by covering with salvage covers or plastic.

## 5. Overhaul

- a. Overhauling is a thorough examination used to make certain that a fire is completely extinguished; it begins as soon as visible fire is extinguished.
- b. Whenever possible, overhauling should be done from the interior of the building considering its structural stability.
  - i. Overhaul efforts should focus on searching for and locating hidden fire.
  - ii. Overhaul efforts should take place where fire extension is likely to occur.
  - iii. Utilize inspection holes and TIC to assist on where to overhaul.
- c. It is advisable to remove all burned debris and materials from the main fire area. This needs to be coordinated with the Fire Investigator and Command.
- d. The public relations aspect of overhauling is very important to the Fire Department.

6. **First (1<sup>st</sup>) Arriving Ladder Company:**

- a. Truck company officer shall state their company's actions on the fireground channel based on best use of their personnel and the rescue profile of the emergency. Actions include: (See b and c)
- b. Team A – Officer and Firefighter 1 (and Firefighter 3 if riding with 5 personnel)
  - i. Force entry
  - ii. Equipped with TIC, Halligan, Striking Tool and hooks at a minimum.
  - iii. Search fire floor for endangered persons.
    - 1. *Reference 203.01.08 Structure Fire Operations - Search and Rescue*
    - 2. Any deviation from standard search priorities shall be communicated to command to include entry point and intended location.
  - iv. Open up and expose hidden fire after primary fire has been knocked down.

- v. The Officer shall advise Command of conditions discovered, work performed and benchmarks completed.
- c. Team B – FAO and Firefighter 2
  - i. Duties will be determined by Company Officer.
  - ii. Potential assignments are as follows:
    - 1. Spot apparatus to advantage
    - 2. Search and force entry with Team A
    - 3. Perform 360 checking sides and rear for endangered persons and fire extension with 24' extension ladder.
    - 4. Remove obviously endangered persons.
    - 5. Ventilate as needed (*Reference Section 203.01.09 Structure Fire Operations – Ventilation*)
    - 6. Open up and expose hidden fire.
  - iii. Raise ladders as needed with priority to structures with front porch roofs for second floor egress.
- 7. **Second (2<sup>nd</sup>) Arriving Ladder Company:**
  - a. Level 1 Stage until given an assignment by the IC
  - b. Team A – Officer and Firefighter 1 (and Firefighter 3 if riding with five (5)).
    - i. Equipped with TIC, Halligan, Striking Tool and hooks at a minimum.
    - ii. Assist the first due ladder company with primary search.
    - iii. Search all floors above the fire for occupants and fire extension.
    - iv. Avoid duplicating search efforts.
    - v. The Officer shall advise Command of conditions discovered, work performed and benchmarks completed.
  - c. Team B – FAO and Firefighter 2
    - i. Duties will be determined by Company Officer.
    - ii. Remove obviously endangered persons.
    - iii. May need to raise an aerial ladder or ground ladders to ensure alternate escape route for Companies operating or potential victims.
    - iv. May need to perform horizontal or vertical ventilation at the direction of Command. Ensure the attack line is in position to put water on the fire. (*Reference Section 203.01.09 Structure Fire Operations – Ventilation*).
    - v. Position the positive pressure ventilation (PPV) fan. The fan shall only be turned on at the direction of the IC.
    - vi. Provide interior lighting as soon as possible.
- 8. **Third (3<sup>rd</sup>) Arriving Ladder Company (RAT):**
  - a. (*Refer to Section 203.01.14 Rapid Assistance Teams*)

- b. Dispatch will designate the 3rd Truck as the RAT on dispatch. 3rd truck will acknowledge the RAT designation on the fireground channel. The only variance to this assignment is at the order of the Incident Commander.
- c. On arrival will Level 1 stage unless the first companies report a “working fire”, then will respond forward and notify Command that you are beginning RAT duties. For example, “RAT 20 is beginning Proactive RAT duties.”
- d. If Command gives orders to go to work, make sure Command know you were dispatched as the RAT. The Incident Commander then needs to request an additional RAT.

#### H. Heavy Rescue Company Operations and Assignments

##### 1. **First (1<sup>st</sup>) Arriving Heavy Rescue Company (One-Alarm):**

- a. Level 1 Stage until given an assignment by the IC
- b. Assignments may include:
  - i. On deck
  - ii. Secure utilities
  - iii. Additional fire lines to other areas for extension
  - iv. Relief of interior crews
  - v. Ladder Company duties; raise ladders, overhaul, salvage, ventilation.
  - vi. Search and rescue
  - vii. RAT Assist
- c. May be needed to assist the Incident Commander to assess the structural stability of a building when necessary.
- d. Exchange out air bottles.
- e. Assess Haz Mat if necessary.

##### 2. **Second (2<sup>nd</sup>) Arriving Heavy Rescue Company (Extra-Alarm):**

- a. Level 2 Stage.
- b. Should be assigned as the RAT assist if the first Heavy rescue is operating in the hazardous zone.
- c. Depending on the fire and conditions, attempt to stage necessary equipment and tools to help facilitate a firefighter rescue should a collapse or entrapment occur (cutting, lifting, moving, shoring, etc)
- d. Shall position the apparatus in a manner to facilitate a rapid exit from the scene should another response become necessary.
- e. All equipment should be procured from the first arriving Heavy Rescue Company leaving the second Heavy Rescue intact for future response.

## I. District Fire Chiefs

### 1. **First (1<sup>st</sup>) Arriving District Fire Chief**

- a. Park District vehicle to view two (2) sides of the structure if possible.
- b. Perform Size Up – include 360° survey of building if possible
- c. Assess current strategy and tactics and change tactics or strategies based on continual size-up
- d. Request a CAN from the initial Incident Commander
- e. Perform a Follow-Up Report and relay to Dispatch.
- f. Establish a stationary Command Post through the Command transfer process (*Reference 203.01.05 Structure Fire Operations – Command and Command Transfer*), preferably at the rear of the District vehicle; if possible.
- g. Command should always attempt to be on the “Alpha” side. If this is not possible relay the location to Dispatch and all companies on the scene.
- h. Utilize the current Command Worksheet.
- i. Ensure Accountability has been established and located at Command
- j. Efficiently and effectively manage the incident
- k. Ensure tactical benchmarks are met as outlined in *Section 203.01.07 Structure Fire Operations – Fireground Benchmarks*
- l. Request additional alarms or resources as needed
- m. Note: The Initial arriving District Chief must utilize the provided radio headset on the fire ground channel OR ensure someone is listening with the headset.

### 2. **Second (2<sup>nd</sup>) Arriving District Fire Chief**

- a. Initially Level 1 Stage
- b. Report to the Incident Commander to receive an assignment.
- c. Don Full PPE & SCBA
- d. Typical assignment of the second arriving District Chief is to:
  - i. Manage the opposite corner or side of the building from the initial District Chief.
  - ii. May be assigned as a Division Supervisor
- e. If the initial arriving District is a Captain riding above grade as the District Chief, the second arriving District Chief shall assume the role of the Incident Commander and reassign as if they were the second DC arriving.
- f. Becomes RAT Chief during a Mayday and is in-charge of the rescue efforts.

3. **Third (3<sup>rd</sup>) Arriving District Fire Chief or Chief Officer**

- a. Report to the Incident Commander for an assignment.
- b. Replaces the second District Chief and assumes the 2<sup>nd</sup> district's division duties during a Mayday.
- c. May be requested by Command to fill a staff position within the Incident Command System. Example: Division Supervisor, Search & Rescue, Extrication, etc.

J. **Medic Units**

1. The primary mission of the Medic Units on the scene of a structure fire is to provide medical care for fire fighters and civilians.
2. If the Incident Commander chooses to use the Medic Unit personnel for firefighting or other duties, the IC shall immediately request another Medic Unit through Dispatch. The Incident Commander may utilize the Medic Unit personnel for fireground assignments under the following conditions:
  - a. The IC has an urgent fire ground task to assign and the Medic Unit personnel are the only personnel available.
  - b. The second (2<sup>nd</sup>) Medic Unit or ALS Supervisor is on the scene
  - c. The assigned Medic Unit may function as a single resource or be assigned to combine with another operating fire company.
  - d. Exception: If a Company is working by themselves and secondary companies aren't on scene the company officer may assign the Medic Unit to firefighting tasks if they are urgently needed to stabilize the incident, such as:
    - i. Search for known trapped occupants and no one else is on scene or delayed.
    - ii. Protect exposures with a second fire line if no one else is on scene or delayed.
    - iii. Members **if** assigned to firefighting duties must be fully dressed in firefighting PPE. (Fire helmet shall have the Medic Unit Helmet Identifiers in place)
    - iv. **If deployed notify the responding District Chief on the fire ground channel and request an additional medic unit.**
  - e. If there is not an immediate need upon the Medic Unit arrival to care for a firefighter or civilian injury the Medic Unit personnel shall follow the procedures below.
3. **First (1<sup>st</sup>) Arriving Medic Unit:**
  - a. Level 1 Stage Unit so as not to impede responding companies and to provide rapid egress from the scene if necessary
  - b. Upon report of a working fire, place backboard, oxygen, drug box on the cot and report in close proximity to the Command Post.

- c. Deliver accountability passport to Accountability Officer
  - d. Standby at the cot for assignment. Monitor fireground and “Treatment” channel in the fireground zone.
  - e. Stage apparatus for rapid egress from the scene away from fire apparatus. **Don’t get blocked in.**
4. **Second (2<sup>nd</sup>) Arriving Medic Unit:**
- a. Report to location of the first Medic Unit or to the on-scene ALS Supervisor
  - b. Deliver Accountability Passport to the Accountability Officer
  - c. Standby at the cot for assignment. Monitor fireground and “Treatment” channel in the fireground zone.
  - d. Stage apparatus for rapid egress from the scene away from fire apparatus. **Don’t get blocked in.**
5. **Additional Medic Units:**
- a. Report to ALS supervisor
  - b. Deliver Accountability Passport to Accountability Officer
  - c. Set up and manage Rehab
  - d. Report to location with COT and associated medical equipment.

**K. ALS Supervisors**

- 1. The ALS Supervisor shall be responsible for the overall medical treatment and transport of all medical injuries on the fire ground.
- 2. Level 1 Stage
- 3. Upon report of a working fire, report to the Incident Commander for assignment
- 4. Establish the Medical Branch
- 5. Deliver Accountability Passport to the Accountability Officer
- 6. Communicate with the responding Medic Units and establish a treatment area. Communicate with medic units on the treatment channel.
- 7. Establish a rehab area if needed
- 8. Keep the IC updated with incident injuries
- 9. Keep a log of all victims treated and transported
- 10. Determine number of displaced occupants and report to command

**L. Incident Safety Officer**

- 1. Level 1 Stage until confirmed “working fire” then respond forward and report to the Incident Commander.
- 2. Shall ensure that a Rapid Assistance Team is available and ready for deployment. Must notify Command if they haven’t replaced a RAT team if utilized.
- 3. Shall ensure that a Safety Engine is performing Accountability duties. Must notify Command if they haven’t replaced a Safety Engine if utilized.

4. The Incident Safety Officers shall be responsible for assisting the Incident Commander with overall scene safety.
5. Monitor the structure for safety and structural integrity.
6. Command must be immediately notified of any immediate safety hazards that affect operations, or the strategic plan, via frequent and timely progress reports.
7. Where fire has involved a building(s), shall advise the Incident Commander of hazards, collapse potential, and any fire extension in such building(s).
8. Shall evaluate visible smoke and fire conditions and advise the Incident Commander on the potential for flashover, back-draft, explosion, or other events that could pose a threat to operating teams.
9. Shall monitor the accessibility of entry and egress of structures and its effect on the safety of members conducting interior operations.
10. Shall monitor radio transmissions and stay alert to transmission barriers that could result in missed, unclear, or incomplete communication.
11. Ensure that the IC establishes the incident scene rehabilitation, tactical level management component during the emergency operation.
12. Establishing control zones and no-entry (exclusion) zones and ensures that established zones are communicated to all members present on the scene.
13. Shall have the authority to cause immediate correction of situations that create an imminent hazard to personnel and must immediately notify command.
14. At an emergency incident, when activities are judged by the Safety Officer to be unsafe and to involve an imminent hazard, the Safety Officer shall have the authority to alter, suspend, or terminate those activities.
15. Shall communicate to the IC the need for additional Safety Officers and/or tactical specialists due to the need, size, complexity or duration of the incident.
16. Monitors the Incident Action Plan, conditions, activities and operations to determine whether they fall within the criteria as defined in the Department's risk management plan.
17. Monitor each fire environment, post extinguishment, to advise IC of Carbon Monoxide (CO) and Hydrogen Cyanide (HCN) levels for SCBA removal.

#### **M. Additional Staff Officer Response**

##### **1. Fire Chief and Assistant Fire Chiefs**

- a. The Assistant Chief on call is the Duty Chief.
  - i. The Duty Chief shall monitor all special operations incidents (hazmat, river operations, mass casualty incidents, confined space, etc.) and 2 alarm fires.



- ii. While monitoring, the Duty Chief will decide based on incident severity or potential incident severity whether or not to respond to the incident scene.
    - iii. The Duty Chief shall respond to all 3 alarm fires or greater, and/or as requested by an Incident Commander
  - b. The Fire Chief and/or Assistant Fire Chiefs shall assume one of the following positions:
    - i. Senior Advisor – Allowing the Incident Commander to remain in Command of the incident and helping as necessary. If the Senior Advisor outranks the Incident Commander, the Senior Advisor is still responsible for the outcome of the incident, allowing the Incident Commander to remain in Command of the incident and helping as necessary. If the Senior Advisor is of greater rank than the Incident Commander they are still responsible for the outcome of the incident.
    - ii. Incident Commander
      - 1. Assumes Command and responsibility of the incident and can assign the previous Incident Commander as the Operations Section Chief. All communications with operating Companies on the fire ground will then be channeled through Operations. The Incident Commander will monitor the Dispatch Channel.
      - 2. Assumes Command and responsibility of the incident and retains the Operations Section and reassigns the previous Incident Commander to a Division/Group Supervisor or to another General Staff position (Planning, Logistics, and Administration).
    - iii. A General Staff position, Branch Director or Division/Group Supervisor as assigned by the Incident Commander (In this case, the IC must be an Assistant Chief or the Fire Chief)
2. **40-Hour District Fire Chiefs, Captains and Lieutenants**
- a. Responding staff District Chiefs, Captains and Lieutenants shall report directly to the Incident Commander for assignment with full PPE.
  - b. Staff Officers shall be used for the following, in order of priority at the incident:
    - i. Division or Group Supervisor
      - 1. Interior Fire Control
      - 2. Search & Rescue

3. Staging
  4. Water Supply
  5. EMS
- ii. Shall deliver Accountability Passport to the Accountability Officer