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2.02 - INCIDENT COMMAND	OG# 2.02

PURPOSE: To establish a command system that may be applied consistently to all Otter Point Volunteer Fire Department incident responses.

SCOPE: All department personnel who assume command of an incident.

POLICY: OG# 2.02 "Incident Command" shall be applied to all incident responses carried out by the Otter Point Volunteer Fire Department. All department personnel identified within the scope of OG# 2.02 shall be familiar with, and carry out their responsibilities identified within this Guideline. The referenced "Incident Command Guidelines" form part of OG# 2.02.

PROCEDURE:

1. The first in Company/Chief Officer will assume Command of the incident.
2. The IC will conduct a size-up and broadcast an initial report.
3. The IC will establish a Command location.
4. The IC will request additional support and stage incoming units as required.
5. The IC will initiate offensive or defensive action.
6. The IC will ensure the tactical priorities of:
 - Life safety of fire fighters and rescue victims
 - Evacuation if required
 - Ventilation
 - Attack
 - Salvage and Overhaul
7. The IC will provide for the safety and welfare of all fire fighters on the fire ground.
8. The IC will sector the fire ground as/if required.
9. Communication to and from:
 - a. Dispatch - will be through the IC
 - b. Command - will be through dispatch or Sector Officers (where applicable).

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10. The IC will maintain operational control.
11. Change of Command may take place upon the arrival of a senior officer and following:
 - a. A report from the existing IC as to fire ground conditions, personnel and tasks assigned, sufficiency of current resources (preferably face to face).
 - b. A broadcast of change of command by the outgoing IC.
12. The new IC will continue to evaluate the incident and base his/her actions on the changing conditions.
13. The IC will ensure assistance is provided for persons who are displaced as a result of the incident.
14. The IC will wind down and terminate the incident as conditions dictate.

REFERENCE:

Otter Point Volunteer Fire Department Incident Command Guidelines.

Note: IC refers to Incident Commander.

Also see OG#

Other OGs related to this OG:

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2.05 - RESPONSE TO CALLS	OG# 2.05

PURPOSE: To ensure a consistent response to emergency calls.

SCOPE: All fire department personnel.

POLICY: Emergency calls are to be responded to according to the type and in the manner described in the following procedures.

PROCEDURE:

The majority of calls will fall into the following categories.

- 1 Structure fires
- 2 Chimney fires
- 3 Bush/forest fires
- 4 First Responder - non Motor Vehicle Accident
- 5 First Responder - Motor Vehicle Accident
- 6 Motor Vehicle fires
- 7 Mutual Aid

The duty officer (when available) may respond as the first unit to all calls.

Standard response for each type of call is as follows:

1. Structure Fires
 - 1st Unit - Truck #23
 - 2nd Unit - Truck #22
 - 3rd Unit - Truck #21
 - 4th Unit - Truck #24

2. Chimney fires
 - 1st Unit - Truck #23
 - 2nd Unit - Truck #22
 - 3rd Unit - Truck #21
 - 4th Unit - Truck #24

3. Bush/forest fires
 - 1st Unit - Truck #21
 - 2nd Unit - Truck #22
 - 3rd Unit - Truck #23
 - 4th Unit - Truck #24

4. First Responder - non MVA
 - 1st Unit - Truck #24
 - Others as requested

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5. First Responder - Motor Vehicle Accident

- 1st Unit - Truck #23
- 2nd Unit - Truck #24
- Others as requested

6. Motor Vehicle fires

- 1st Unit - Truck #23
- 2nd Unit - Truck #22
- 3rd Unit - Truck #21
- 4th Unit - Truck #24

7. Mutual Aid

Usually a Mutual Aid call is a request for our water tender (#22) from a neighbouring fire district. If a pumper is requested then use Truck #21

REFERENCE:

Mutual Aid Agreement and Bylaw

Also see OG#:

Other OGs related to this OG:

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2.05.02 - BOMB SCARE	OG# 2.05.02

PURPOSE: To establish procedures for incidents involving bomb scares or threats.

SCOPE: All fire department personnel/dispatchers.

POLICY: Bomb scares or threats are the responsibility of the RCMP.

PROCEDURE:

1. Reports of bomb scare/threats are to be referred to the RCMP. At the request of the RCMP, fire department personnel will attend to assist in evacuation and fire suppression if needed.
2. Bomb search is conducted by the RCMP. Fire department personnel do not perform this function.

REFERENCE:

Also see OG#:

Other OGs related to this OG:

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2.05.05 - BIOLOGICAL WEAPONS THREAT	OG# 2.05.05

PURPOSE: To establish procedures for incidents involving biological weapons (ie. Anthrax).

SCOPE: All fire department personnel/dispatchers.

POLICY: Biological weapons threats are the responsibility of the RCMP.

PROCEDURE:

1. Reports of biological weapons threats are to be referred immediately to the RCMP.
2. Should the Fire Department receive a suspicious package they are directed to follow established CRD Emergency Response Protocol.

REFERENCE: CRD Emergency Response Guide

Also see OG #

Other OGs related to this OG:

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2.07 - SELF CONTAINED BREATHING APPARATUS	OG# 2.07

PURPOSE: To provide Otter Point Volunteer Fire Department personnel with the knowledge and requirements for wearing self contained protective breathing apparatus (SCBA), the procedures for donning and doffing SCBA, and the proper care and maintenance of SCBA equipment.

SCOPE: Applicable to all Otter Point Volunteer Fire Department personnel required to wear SCBA.

POLICY: All Otter Point Volunteer Fire Department personnel will wear SCBA at all times where the fire fighter could encounter hazardous atmospheres, including the following:

- Oxygen deficiency
- Elevated temperatures
- Smoke
- Toxic atmosphere (with or without fire)

SCBA will be worn and maintained in accordance with the Otter Point Volunteer Fire Department Respiratory Protection Program.

The decision that SCBA is not required at an incident shall be made by the Officer in Charge, not by the individual fire fighters. Individual fire fighters may choose to continue use of SCBA when not required, if they so desire.

PROCEDURE:

1. All Otter Point Volunteer Fire Department personnel shall, at entry level, be trained and tested in both written and practical manners, in the use, limitations and maintenance requirements of the SCBA. All Fire Fighters shall receive a fit test. Fit testing shall be completed by a person qualified and trained in the procedures for positive and negative fit testing.
2. All Otter Point Volunteer Fire Department personnel shall be expected to maintain their proficiency in the use of SCBA. This will be done by recording and reviewing of training sessions on Otter Point Volunteer Fire Department training documents.
3. All Otter Point Volunteer Fire Department personnel will receive the appropriate training and information as SCBA equipment is upgraded and changed.

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SELF CONTAINED BREATHING APPARATUS	OG# 2.07

REFERENCE:

Otter Point Volunteer Fire Department Safety and Health Program
Otter Point Volunteer Fire Department Respiratory Protection Program
IFSTA Essentials of Fire Fighting Training Manual
Workers' Compensation Board Safety and Health Regulations
NFPA 1981

Also see OG# 1.01, 1.02, 1.03.01, 1.07.01

Other OGs related to this OG: 2.07.041, 2.07.02

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2.07.01 - SELF CONTAINED BREATHING APPARATUS AND SHAVING	OG# 2.07.01

PURPOSE: To ensure that all members are clean shaven to facilitate a good seal when using SCBA

SCOPE: All fire department personnel

POLICY: All fire department personnel are to be clean shaven, to facilitate a good seal when using SCBA. The only exception to this policy is those members listed below who have been allowed to remain members because of their service prior to WCB implementing these rules. Under no circumstances are these members to be placed or place themselves in any situation that would require the use of SCBA and such is not allowed.

PROCEDURE:

1. Under these guidelines the only member not required to be clean shaven is:

DAVE GOLLMER

2. In the event a unshaven member responds to an incident, the Incident Commander will the final determination whether the member is allowed to wear SCBA.

REFERENCE:

Otter Point Volunteer Fire Department safety and health program
Workers Compensation Board Occupational Health and Safety

Also see OG#

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2.07.02 - SELF CONTAINED BREATHING APPARATUS AND FIRE FIGHTER REHABILITATION	OG# 2.07.02

PURPOSE: To provide a guideline for firefighters in helping prevent stress related injuries during the use of self contained breathing apparatus on the fire ground.

SCOPE: All firefighters and officers using SCBA on the fire ground.

POLICY: Firefighter injuries and stress related problems increase with the heavy demand placed on them during fire fighting evolutions. To help prevent these problems, it is recognized that a rehabilitation period should be provided during an incident. The use of SCBA during a fire compounds the stress placed on a firefighter. Therefore a rest/rehabilitation period will be provided for all firefighters on a fire ground and in particular those wearing SCBA.

PROCEDURE:

1. A firefighter will report for rehabilitation if he/she has:
 - exhausted his/her second (2nd) SCBA air bottle,
 - fatigue that prevents him/her from doing his/her assigned job or may lead to injury,
 - any difficulty breathing,
 - an injury,
 - any indication of an impending heat related problem or
 - difficulty in continuing with fire fighting evolutions in any way.

2. An assessment officer shall be assigned by the officer in charge at all incidents. Any firefighter that falls into any of the above categories will report to the designated rehabilitation area and be assessed. The firefighter will only be allowed to continue his/her duties when the assessment officer deems his/her condition to be acceptable to continue. In some cases the ambulance may be on scene to help provide this service.

1. Only under extreme circumstances, when no one is available to fill this role, will a member assess themselves during their rehabilitation period. Permission to return to the fire ground/incident under these circumstances will only be granted by the officer in charge.

REFERENCE:

Also see OG#

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2.17 - FIRE SUPPRESSION	OG# 2.17

PURPOSE: To establish fire fighting procedures for various types of fires.

SCOPE: All fire department personnel responding to fires.

POLICY: It shall be the responsibility of the Officer in Charge to develop an initial strategy and implement effective tactical operations to successfully control and extinguish fires and to conduct these operations in a safe manner.

PROCEDURE:

1. After determining the type of fire involved, the appropriate actions shall be taken in accordance with the Operational Guidelines in this section.

REFERENCE:

Also see OG# 2.17.01

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2.17.01 - FIRE SUPPRESSION - VEHICLE	OG# 2.17.01

PURPOSE: To establish fire fighting procedures for gasoline and/or alternate fuelled vehicles involved in fire.

SCOPE: All fire department personnel responding to vehicle fires.

POLICY: It shall be the responsibility of the Officer in Charge to develop an initial strategy and implement effective tactical operations to successfully control and extinguish vehicles involved in fire and to conduct these operations in a safe manner.

PROCEDURE:

1. Positioning Attack Vehicle Safely: The following factors must be considered by the Officer in Charge and implemented at his/her discretion, based on the conditions encountered.

If possible, avoid passing a vehicle that is fully involved in fire.

Position the pumper a safe distance (recommended at least 30m) from a vehicle involved in fire.

If possible, position the pumper on high ground and upwind. The only exception to placing the pumper on high ground would be if the vehicle was fuelled with Liquefied Natural Gas (LNG), which is lighter than air.

2. Fire Fighting Tactics: The following fire fighting tactics shall be implemented at the discretion of the Officer in Charge, based on the conditions encountered.

Personnel must wear full protective clothing and S.C.B.A., in accordance with OG# 2.07 "SCBA".

Two (2) 38mm fog lines must be employed and the initial attack, if possible, made towards the front of the vehicle, and at an angle of approximately 45 degrees. Observe the interior of the vehicle for occupants.

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FIRE SUPPRESSION - VEHICLE	OG# 2.17.01

Locate the fire. Apply a water stream to the fuel tank for cooling purposes. Extinguish the fire with second 38mm hose line.

In the event of a vehicle fully or extensively involved in fire, the Office in Charge may order the first 38mm hose line adjusted to a straight stream and directed on the vehicle from a distance for initial knock down. The second 38mm hose line is to be used for protection of personnel.

When advancement is made after this initial application, the straight stream should be adjusted to a fog pattern and the Officer in Charge should employ effective tactical procedures to control and extinguish the fire.

Note: There is nothing in this Operational Guideline that restricts the officer in charge from using foam to combat a vehicle fire.

REFERENCE:

Also see OG# 2.07.

Other OGs related to this OG:

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2.28 - BUILDING SECURITY	OG# 2.28

PURPOSE: To establish a procedure for providing building security after an incident.

SCOPE: Incident Commanders

POLICY: Building security shall be assigned to guard structures damaged by a major fire incident.

POLICY: All actions related to building security shall be in accordance with these Operational Guidelines.

PROCEDURE:

1. Incident Commanders will know and follow department policy, guidelines and procedures related to implementing building security.

REFERENCE:

Also see OG#:

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2.28.02 - FIRE WATCH DETAIL	OG# 2.28.02

PURPOSE: To establish a procedure for providing a 'fire watch' and building security detail after a fire incident.

SCOPE: Incident Commanders

POLICY: A 'fire watch/building security' detail shall be assigned to guard structures damaged by a major fire incident.

PROCEDURE:

1. A fire watch/building security detail shall be established at a structure whenever the need becomes apparent to:
 - protect the scene for investigation
 - provide observation to prevent rekindle
 - provide security whenever the owner/occupant cannot be located and valuables are left inside an unsecured building
 - provide observation and security against possible incendiarism

2. The watch person is to be provided with information explaining any hazards or conditions which he should specifically watch for. When the watch person is fire department member, he will be assigned a 'marked' fire department vehicle where possible and a radio.

3. Persons assigned to the watch shall:
 - remain alert at all times
 - protect the scene from unauthorized entry (if in doubt, contact the fire department dispatcher via radio)
 - guard against rekindling of fire
 - call for help immediately, whenever problems arise

4. When fire watch is provided for security purposes, it shall only remain on the scene until the building can be boarded up or the owners assume responsibility.

5. Where the fire watch is provided for protection against re-ignition, it shall remain on the scene for a MINIMUM of four hours after the LAST embers have been extinguished.

REFERENCE:

Also see OG#:

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