

Introduction

The incident command system is an all-risk incident management system required by law (Provincial Act C.C.F. 80) to be utilized at all incidents attended by the Springfield Fire & Rescue Service. It is adaptable to any and all situations with its ability to both grow and downsize with the complexity of the situation. This system will also work well as part of a unified or integrated command system or as part of a larger site management plan.

Definitions

Incident Commander:(I/C) The fire department member in overall command of an emergency incident.

Unified Command: A standard method to coordinate command of an incident where multiple agencies have jurisdiction.

Staging: A specific function where resources are assembled in a designated area to await instruction or assignments.

Imminent Hazard: An act or condition that is judged to present a danger to persons or property that is so severe and urgent that it requires immediate corrective or preventative action.

Brief Initial Report (BIR): A short descriptive report given by the incident commander over the radio upon arrival at the scene.

Brief Progress Report (BPR): A short update of conditions and progress given by the incident commander periodically once operations are underway.

Situation Status Report: An up to date version of the initial incident evaluation and current operations given by the current incident commander to the person assuming command.

Division: A geographic designation assigning responsibility for all operations within a defined area.

Group: A functional designation based on assigned tasks.
(Fire attack, rescue, ventilation, etc.)

Sector: A more specific geographic or functional assignment that may be found within a group or sector.

Assuming/Passing Command: The non face to face “transfer” of command from the initial IC to an incoming member due to a situation removing the IC from the command post.

Transfer of Command: The informed face-to-face (if possible) movement of command from one individual to another.

Springfield Fire and Rescue Risk Analysis Statement

We will risk the lives of our firefighters, if necessary, to save savable lives.

We will control the risks to our firefighters to save savable property.

We will not risk the lives of our firefighters, at all, for lives and property that are already lost.

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In order to facilitate proper incident management the optimum number of personnel reporting to any one supervisor is five (span of control allows for 5-7 personnel per supervisor).

No officer or group leader should reassign any personnel not under their direct control. The only exception should be in cases of imminent safety concerns and that leader/supervisor must notify the appropriate supervisor as soon as possible.

Every incident has one incident commander (IC) throughout the extent of the incident. Responsibilities:

- Establish/confirm command and establish an incident identification name (based on address/location such as Oakwood Command)
- Evaluate the situation using standard size-up procedures (Rescue needs, exposures, hazards, conditions found, resources needed)
- Oversee all communications by effective use of on scene and radio communications
 - Relay a BIR to all responding members/apparatus or if not radio equipped be prepared to relay this information upon arrival of a radio equipped member

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- Develop strategy/plan based on: **RECEVOS**

R-Rescue

E-Exposure Protection

C-Locate and confine the fire

E-Extinguish the fire

V-Ventilate

O-Overhaul

S-Salvage

A Brief Initial Report (BIR) is required on all types of incidents and should include the following information if possible:

- ID self (as IC), identify location of command post
- Brief description of situation i.e.) building size, address, occupancy, # of vehicles, Haz-mat etc.
- Obvious conditions i.e.) working fire, chemical spill, MVC, smell of smoke etc.
- Declaration of strategy/course of action (assignments where applicable)
- Required resources
- Safety concerns
- Exposures

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A Brief Progress Report (BPR) should be transmitted approximately ten minutes after the BIR and periodically thereafter or after any substantial change in the incident. This is for the benefit of members/apparatus not yet on scene or at other incidents. Include:

- Describe current situation
- Describe current tactical objectives
- Success of action plan to date
- Resource status

- Develop action plan based on strategy and implement the plan
- Evaluate, review and revise strategy as required
- Continue, transfer or terminate command

ESTABLISHING COMMAND/COMMAND MODES

The first member on scene or the officer/senior member of the first in apparatus establishes command. The Springfield Fire and Rescue Service will operate under four strategic modes based on the conditions presented to the first arriving fire crews and will implement these modes as described below.

- **Nothing Showing (Investigative)**
 - First in assumes command and investigates. Incoming stages.

- **Rescue (Command: Regular or All-Hands)**
 - Life saving mode where hose lines are advanced to support/protect rescuers, not for fire attack.

- **Offensive**
 - Aggressive interior attack based on stage of fire/location, structural integrity, available resources, etc.

- **Defensive (Command: Regular or All-Hands)**
 - Used to protect exposures/confine the fire when fire is too advanced or conditions unsafe etc.

1-NOTHING SHOWING (INVESTIGATIVE) MODE

In the case of nothing showing upon arrival the member or first-in officer/senior member will assume command while simultaneously investigating the incident (Ex. Automatic alarm with no apparent cause etc). If command has been established by an individual member the first-in apparatus will meet face to face with the IC, obtain a BIR and either assume command if necessary or assist in checking out the situation. *All other incoming members should stage at the first-in apparatus within radio communication and await instruction.* This mode may also be used to carefully investigate incidents involving odors, CO, smell of smoke or light smoke conditions with no obvious cause, but only after a complete size-up including interview of residents/witnesses and assessment based on SFRS SOP's.

NOTE: In these cases the IC should be accompanied by at least one other member and if two or more members are available should assign them to investigate and remain at an exterior command post

2. RESCUE MODE (RESCUE MODE: ALL-HANDS)

In this mode, the primary concern is the rescue of known or suspected victims from the fire area. All efforts will be directed to this effort. Hose lines will be advanced for the protection of rescuers and victims but not used for fire attack until the 'All-Clear' has been given (indicating that the search is complete and no victims are inside). These manned lines will be taken by rescue teams or positioned to separate the rescuer/victims from the fire and protect their means of egress.

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In the normal or preferred rescue mode, the IC will operate and control the situation from the command post. In the event that manpower is limited and the direct involvement of the IC in the rescue effort can be expected to change the outcome, it is acceptable for him/her to involve themselves (only as long as necessary) to aid the rescue. They must, however, include the declaration of this **Rescue Mode: All-Hands** strategy over the radio to inform incoming members/officers of the need to assume command on their arrival.

RESCUE MODE: ALL HANDS should last no longer than is absolutely necessary in order to get the IC back to the command post and be performed only when critical life safety factors necessitate immediate rescue or extrication involving all personnel.

The initial IC maintains command in this role until:

- a) An incoming officer or senior member assumes command.
- b) Situation stabilizes enough to allow IC return to the command post
- c) Situation deteriorates necessitating a withdrawal and IC return to command post

3. OFFENSIVE MODE

This mode is a direct interior fire attack on the structure fire. The IC (based on the SFRS Risk Management Philosophy and Size-Up) will declare an Offensive Mode and direct personnel and resources to attack the fire with a direct interior attack. Members will be assigned to advance hose lines into the structure to find and attack the seat of the fire and extinguish all extension.

An Incident Commander must be in place at all times in offensive mode in order to safely direct resources, control the scene and provide personnel accountability. If there are insufficient personnel to commit to a SAFE offensive mode/interior attack (minimum observance of the “two in/two out rule” as per provincial legislation) then a DEFENSIVE MODE must be implemented.

4. DEFENSIVE MODE (DEFENSIVE MODE: ALL-HANDS)

This strategy shall be implemented to ensure the safety of our members when fire conditions are to a point where an Offensive Mode cannot be implemented. A major goal in this mode is for the protection of exposures to ensure that the fire remains in the building of origin. It is acceptable for the Incident Commander to move progressively from a Defensive Mode to an Offensive Mode based on the departments Risk Management Philosophy/available resources or from an Offensive Mode to a Defensive one based on changing conditions that will put our firefighters at undue risk to injury or death.

In the event that manpower is limited and all personnel including the IC are urgently needed to deploy resources to confine the fire to the building of origin and protect exposures, it is acceptable for them to involve themselves (only as long as necessary) to aid in this goal. They must, however, include the declaration of this **Defensive Mode: All-Hands** strategy over the radio to inform incoming members/officers of the need to assume command on their arrival.

DEFENSIVE MODE: ALL HANDS should last no longer than is absolutely necessary in order to get the IC back to the command post and be performed only when his/her direct involvement will provide a foreseeable benefit to the goals in this mode. **This is done in a defensive fashion only and absolutely NO interior operations on a confirmed structure fire are permitted without an IC and observance of the “two in/two out rule” as dictated in provincial legislation.**

The initial IC maintains command in this role until:

- a) An incoming officer or senior member assumes command.
- b) Situation stabilizes enough to allow IC return to the command post
- c) Situation deteriorates necessitating a withdrawal and IC return to command post

ASSUMING/PASSING COMMAND:

If an ALL-HANDS MODE has been initiated and the initial IC is committed, command may be “**PASSED**” to an incoming officer or senior member who will “**ASSUME**” command,; but the initial IC must communicate a BIR. This allows the IC to involve themselves in the operation (as per the previous Mode descriptions) after a BIR is transmitted to all incoming members

and apparatus so they will be aware of the situation and the need to **assume** command upon arrival.

In the case of an MVC or other non-fire incident the IC may participate if his assistance will provide an immediate positive impact but only after the previously mentioned BIR.

TRANSFER OF COMMAND

Command is only transferred to improve the quality of the command operation.

Transfer of command is done face to face whenever possible. If this is not feasible, a member may assume command *when on scene* but must get all relative information from the initial IC as soon as possible. The new IC should declare his assumption of command over the radio.

Arrival of a ranking officer etc. does not mean command is automatically transferred to that person. Command is only transferred in the previously indicated manner and all changes must include a confirming radio announcement and a Situation Status Report from the first IC to the new IC.

A Situation Status Report should include:

- Current situation, what has been done so far
- Safety considerations (injuries, victims, hazards etc)
- Current strategy/tactics and their outcomes
- Location of all on scene personnel and resources
- Anticipated course of the incident
- Additional resources needed

A **senior member or officer is not required to assume IC** and may decide to have the existing IC continue in the role. If the current IC is aware of the position of members on scene, has a working strategy in place and is successfully managing the incident the ranking member

may decide to support and assist the IC (where manpower allows). Whenever the scene size, incident severity and experience of the initial commander allows, this action provides a greater measure of management and information continuity and a substantial learning experience.

The ranking officer or member on the scene of the incident maintains overall responsibility whether or not they assume command!

COMMUNICATIONS

Keep radio traffic to a minimum and limit communications with immediate supervisor or IC to:

- Completion of assigned tasks
- Fire Attack/Rescue Benchmarks

“ALL-CLEAR” – The assigned area has been searched according to SOP’s and standard search techniques and no victims have been located

“UNDER CONTROL” – The fire progress has been stopped and no further extension is likely or expected. Only final overhaul must be completed.

“LOSS STOPPED” – Overhaul has been completed and all fire is extinguished.

- Advise when a task or objective cannot be met
- Safety problems or warnings
- Additional resources required
- Required coordination between groups

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All communications should begin with the radio designation of who is being called with the identity of the caller second. Ex. "Oakbank Command from Fire Attack." After receipt of a message the receiver should repeat the message back to the caller to confirm receipt of the message and ensure clarity of the communication.

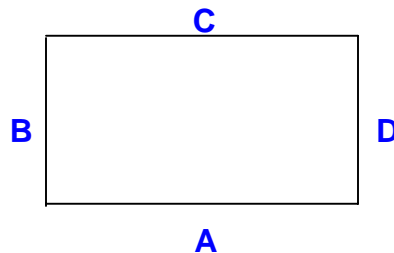
Ex. "Fire Attack from Command, Stretch line to second floor"

"Command from Fire Attack, copy/10-4 stretching line to second floor"

SCENE IDENTIFICATION

Structures at emergency scenes shall be described as follows:

The side facing the street/road or initial approach direction (the front) shall be designated Side A. Subsequent sides are B, C and D labeled clockwise from the front with Side C being the "rear".



Elevations in multiple story buildings should be described starting with the First Floor as Sector 1, Second as Sector 2 etc with the basement designated as Basement Sector.

TERMINATING COMMAND

Any member or piece of apparatus on scene constitutes a command presence. The last member leaving the scene terminates command.

COMMAND/ORGANIZATIONAL STRUCTURE

The organizational structure begins with the first arriving member and continues expanding or decreasing as the size and complexity of the incident dictates.

Development of the command structure must stay ahead of tactical deployment and incident escalation through foresight and planning. Simply speaking, the larger the incident the larger the command structure.

Three levels exist at any incident:

Strategic -overall direction of the incident

Tactical -objectives assigned to groups

Task -tasks assigned to companies or teams of two

There are also five major areas in the Incident Management System:

Command (including Safety Liaison & Information Officer)

Operations

Planning

Logistics

Finance/Administration

These positions are only initiated as the size and complexity of the incident grow beyond the capabilities of a single IC. In most SFRS operations these functions will be handled by the Incident Commander with the exception of Safety function.

For most SFRS operations the IC will handle issues of exceeding the span of control and remote command through the use of Divisions and primarily Groups.

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The IC assigns groups when:

- Span of control (5-7) is exceeded
- Companies or teams are in complex operations with specific tasks
- Companies are working in tactical positions remote to the control of command

Groups are the most common and the IC will indicate the following when establishing a group.

- Group leader (must have radio)
- Tactical objectives
- Radio designation/name i.e.) Rescue Group

SAFETY FUNCTION

When the assigned Safety Officer of the SFRS is on scene and operational requirements allow (sufficient manpower) he shall assume his role. When this person is not available the IC will staff this position with a qualified member as manpower and operational needs permit. (See Safety Officer Job Description)

STAGING

All subsequent members/apparatus arriving after the first in will stage or locate themselves according to instruction by the Incident Commander or by established SFRS SOP's regarding fire attack and apparatus positioning.

These units and all individual members attending separately will report directly to the Incident Commander upon arrival in order to receive instruction and initiate accountability. If not immediately required or assigned these members will stand by in close proximity to the command post at response

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readiness (see PPE SOP's) for immediate assignment as required. This location should be identified and may also be used as a staging area for equipment and SCBA bottles. This "Level I staging" for manpower and equipment will be managed by the IC unless he deems it necessary to assign a manager to this task.

"Level II staging" is the staging of equipment, apparatus and manpower arriving later and as the incident progresses. If required, this function should be used primarily to stage mutual aid companies, outside agencies and other resources. This area should be set aside remote from the operations scene but near enough for a fast and efficient call-up of resources. A staging manager must manage the Level II staging area. This would be a member of the SFRS if at all possible but if no personnel are available the ranking member of the first unit to arrive at this location designated by IC will assume this role.

Staging managers must keep an accurate log of their resources and manpower and advise command as these resources become depleted beyond predetermined levels. The managers must assign these resources verbally as directed in order to limit radio traffic.

REHABILITATION (See Rehab SOP)

A rehab/respite area will be designated at all incidents involving operations under adverse conditions or extended duration as determined by IC.

For most incidents, the Rescue/Command vehicle should be utilized for its protection and facilities and be located in an appropriate location in the cold zone. As manpower allows, the IC should staff this unit with a Rehab Manager (possibly same as Level II staging manager) to ensure adequate resources i.e.) water, coffee, ice, etc are on hand and ready for all rehabilitation requirements.

It is imperative that proper rehab be implemented at all scenes including rest, cool down, hydration, nutrition and medical monitoring in order to minimize the physical stress on personnel and enhance safety.

RAPID INTERVENTION TEAM (RIT) (See RIT SOP)

The IC shall assign a minimum of 2 members (preferably 4) fully equipped with PPE, SCBA, required tools and a separate ready to charge attack line at least 50' longer than the initial attack line as soon as physically possible based on manpower and operational needs.

Note: In structures over one story the RIT should give primary consideration to laddering the building as soon as possible to provide emergency access or egress.

As the number of members working in the hot zone increases the RIT must be established and brought to 4 members when possible. *This team shall maintain response readiness at all times and not be assigned to any other duties.* The only exception would be activities such as SCBA bottle changing as long as this does not interfere with their response readiness or take them more than 50-100' from their line and equipment.

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Introduction

This Personnel Accountability System must be utilized at all incidents attended to by the Springfield Fire & Rescue Service to enhance personnel safety when firefighters are out of sight of the Incident Commander.

Scope

The Incident Commander (I/C) will prescribe a "**hot zone**" where all members and other personnel entering must be accounted for via the following tag system.

The IC may maintain the position of Accountability Officer (AO) at smaller scenes but, at his discretion, will assign this position as manpower allows and scene conditions dictate.

The Incident Commander/Accountability Officer will:

- Carry an IC/AC board
- Receive a **B tag** from each reporting member
- Place tags appropriately on the board
- Note or update the location and assignment of crews and entry times
- Verify initial **PAR** (# of members) as groups are assigned and record

All members will be assigned two accountability tags bearing their name, identification number, etc.

Members shall place their first or A tag as follows:

- Member's responding on SFRS apparatus will clip their A tag to the apparatus collector ring located on dash of the vehicle
- Members responding in private vehicles will clip their A tag to the collector bar on the exterior left pump panel or drivers door ring on solo apparatus

*Note: If a member is to be re-assigned to a different piece of apparatus for any extended period they must take their A tag with them and place as above.

Members shall utilize their second or B tag as follows:

- Report to the IC **and, if assigned to duties in the "hot zone"**, give him (or the AO if assigned) the B tag for placement on the main collector ring of the IC/AC board

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- If "All-Hands" mode has been initiated the individuals involved will place their B tag on the main collector ring of the IC/AC board of the first in/operational apparatus placed on the drivers seat and notify the pump operator of intentions and approximate location prior to commencing any activities

As more members arrive, the assuming IC will collect the board, update as much information as possible and assign an AO (ASAP) to formally manage the board and collect all subsequent tags.

Once operations have been initiated in the hot zone (if not formally prescribed this will include all areas in or immediately proximal to the involved structure/area /vehicle up to the operating pump where applicable) all members must be accounted for in this manner.

It is the responsibility of each member to report to IC (AO) and surrender or place his B tag if entering the hot zone and to retrieve this tag, without fail upon exiting the hot zone.

Failure to properly abide by these directives places both the member and any member who may be mistakenly assigned to search for them in an unsafe position.

Each apparatus will have an individual IC/AC clipboard to allow for proper utilization of the system at all incidents no matter what apparatus are present. The full size Accountability Board will be available for use at any incident deemed necessary and kept on Rescue 1 or the Chief's truck. If at all possible the individual hand held boards should be used to ensure personal tracking by the AO/IC and if the large board is utilized it should be manned by an AO with the IC still tracking operations on an individual board/tactical sheet.

PERSONNEL ACCOUNTABILITY REPORT (PAR)

In order to maintain accountability for all members in the hot zone, a PAR will be called (via radio and voice) by the IC as follows:

- Every 10 minutes with members in the hot zone
- Any report of missing/trapped firefighters
- Any change from offensive to defensive attack
- Any sudden hazardous event i.e. Collapse, flashover etc.

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- Any time deemed necessary by IC

All members will be assigned to tasks in groups of **2 or more** and all groups will have a group leader equipped with portable radio. IC will call for PAR based on group/division designations (name) as assigned.

- EG) IC: "Fire Attack group from Dugald Command confirm PAR of 2"
Group Leader: "Dugald Command from Fire Attack we have PAR of 2"

The AO will note the time and confirmation of PAR on the board next to each group's designation.

NOTE: A group leader or other supervisor can only confirm PAR (account for his men) if he can touch them, see them or is in direct voice contact!

In the event that PAR cannot be confirmed the IC will announce "EMERGENCY TRAFFIC" over the radio and ask all members to review PAR and scan for the missing team/member. If the missing crew or member cannot be immediately located the **IC will order an emergency withdrawal/redeployment at his/her discretion and send the RIT to the individuals last known location.**

INCIDENT COMMAND/ACCOUNTABILITY BOARD

The IC/AO will use the board as follows:

- Attach all B tags to main collector ring
- When possible, move individual tags to task rings as assignments are made and groups enter the hot zone
, Record entry time and group designation (if needed)
- Indicate the assigned work location as closely as possible

This allows for a more safe and specific tracking of personnel location in the event of an emergency evacuation or NO PAR RIT search.

As members leave the hot zone they must collect their B tag and the board should be modified accordingly.

Upon leaving the incident all members must ensure that they have retrieved their B tag. For individuals attending in private vehicles they should also retrieve there A tag from the previously designated apparatus before leaving the scene. All other members responding on SFRS apparatus must retrieve there A tag upon return to the station.

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NOTE: It is the responsibility of all supervisors to maintain a constant awareness of the position and function of all members assigned to them. All members must utilize the system and stay aware of their positions and the positions of others to ensure scene safety!

“ACCOUNTABILITY IS EVERYONE’S RESPONSIBILITY”

Introduction

On occasion the S.F.R. S receives for dispatch, fire alarms, which are monitored by the various alarm companies. This fire service will treat all alarms of this nature as a structure fire until such time that a member of the service arrives at the scene to confirm the nature of the alarm.

Scope

Officers/senior members of the service will ensure that all fire apparatus in on the road as soon as practical according to fire station procedure. It is vital that we ensure that if at all possible, no piece of fire apparatus is left in the station. It is the responsibility of all members of the fire service that no one shall pass a fire station when responding to such incident without confirming that all apparatus is on the road and responding.

In cases where the communications center (911) calls or pages a cancellation of the alarm, members of the fire service (preferably an officer) via fleet net radio will confirm receipt of the page and attempt to solicit the reason for canceling with the 911 center. The officer/senior member will also confirm with the dispatch center that we will continue a response to confirm a false alarm.

Officers/senior members in charge of the apparatus will at their discretion return all apparatus to quarters while ensuring that the first in fire apparatus continue its response to check on the situation. The officer/senior member of the first in apparatus will use his/her discretion whether the response shall continue in an emergency mode or downgraded to non-emergency mode. All apparatus that has been returned to quarters shall remain there until the officer in charge of the first in fire apparatus can confirm the cause for the alarm.

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First apparatus on scene will establish command and initiate a brief initial report consistent with this department's S.O.P on Incident Command. Members will check for cause of any fire alarm dressed in full P.P.E. including SCBA.

Springfield Fire members **WILL NOT** reset fire alarms systems. It is permissible to silence the fire alarm system in order to facilitate communication. Facility key holders who are familiar with the fire alarm system will be the person(s) designated to reset fire alarm systems.

In the case where the fire alarm system cannot be reset for whatever reason, the Incident Commander will warn the building owner or representative of the consequences of having a malfunctioning fire alarm system. The Incident Commander will advise the responsible person of the consequences of continued responses by the fire service to false alarm consistent with By-Law 05-25.

Only in situations where life safety is an issue such as places of education or where sleeping quarters are installed, will the Incident Commander order a fire watch established until such time the fire alarm system is functional again. The Incident Commander will document in his call report the time, date, name and person who was ordered to establish the fire watch. A fire department business card will be left with the responsible person with clear instructions from the incident commander that they are obligated to call to the Fire Departments cell phone when the fire alarm system is functional. The fire member receiving that information will update the call report with that information.

Due to liability issues, it is vital that we protect the service and the municipality as well as communicating to the public that the fire service is active, alive and well. It is imperative that officers/senior members of responding apparatus obtain as much information from the key-holder such as names, phone numbers, name of monitoring company and any other information that could be of value to the fire service in the future.

Introduction

Station #2 (Anola) continues to be a challenge to the service in terms of adequate manpower available to **EFFECTIVELY** and **SAFELY** deal with any type of structure fire or potential structure fire during the workweek, which is typically Monday through Friday from 06:00 to 18:00. Although the service has actively recruited new members to man Station #2, this has not met the needs for our customer or our firefighters. Based on this information the following procedure will be adhered to by all members of the service.

Scope

Upon receipt of a automatic alarm (potential fire), reported or confirmed structure fire during the predetermined hours of Monday through Friday 06:00-18:00, the Chief or Deputy Chief Officer will immediately contact the 911 center via fleet net radio and order that automatic aid be dispatched from station #1 (Oak Bank). The Deputy of Anola (Fire 29) will preferably make the initial contact with the 911 center to request that an immediate page be made to the Oak Bank members as automatic aid as well as ensuring that the second page for Anola members is transmitted. In the event that the Deputy of Anola (Fire 29) is unavailable, the Chief Officer (Fire 9) or the Deputy Chief (Fire 19) or any officer of the Anola station will make the contact with the 911 center to request automatic aid.

Members of Station #2 should not hesitate to confirm with the 911 center that automatic aid has been requested. If for whatever reason, there is any doubt that automatic aid has not been sent, the Anola member can request via fleet net radio automatic aid during this time period.

Reports of structure fires in the Anola response area in times where staffing is adequate (evenings/weekends) will not automatically receive the automatic aid page for the Oak

Bank station unless the Chief Officer, Deputy Chief Officer (Anola) or Captains (Anola) based on the dispatch information or scene survey dictates that additional help is required. Officers of the service are reminded that firefighter safety is paramount and should not hesitate to call for assistance.

Oak Bank members will immediately cease responding to the Oak Bank station on reports of fire in the Anola response area other than those specified times from Monday-Friday at which time you will be paged immediately. If additional assistance is required, members will be paged accordingly. The Chief Officer or Deputy Chief Officer (Oak Bank) will monitor any working fires in the Anola area. Members who do respond to the Oak Bank station during an Anola incident will do so at their own time and expense.

The above procedure is for reports of or confirmed structure fires only. All other incidents such as fire alarms, car fires or grass/bush fires (unless threatening a structure) will follow the current dispatch procedure (Mutual aid page if no answer by responding agency after 4 minutes).

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Scope

Our service can and is routinely faced with a variety of fire and rescue situations. This procedure is intended to ensure that appropriate apparatus is on the road from the fire station in a timely fashion. The service also strives to allow for Officers and senior members to freely make decisions as to what apparatus will respond to the different situations based on the information they are receiving from the Communications Center. Listed below is the preferred and minimum response procedure in chronological order. Officers will maintain control of the amount of apparatus that is responding to incidents with the sole purpose of reducing the risk to our members as well as the public when apparatus is responding in emergency operation. Officers are also expected to limit the amount of people at the incident location so as to reduce risk to our members.

Fire Alarms (All Stations)

Engine Company

Tanker Company

Engine Company

Tanker Company

Rescue Company

Squad Company

Wild-land Fires

Squad Company

Tanker Company

Engine Company

Motor Vehicle Collisions

Station #1 (Oakbank)

Rescue 1

Engine 1

Squad 1

Station #2 (Anola)

Engine 2

Squad 2

Structure Fires (All Stations)

Engine Company

Tanker Company

Engine Company

Rescue 1

Squad

Mutual Aid

Rescue Situations

Engine Company (Anola: Immediate call for Rescue 1 based on situation)

Rescue 1

Squad

Conclusion

Officers may find themselves in situations where a limited number of firefighters have responded to the fire station. It is imperative that apparatus be deployed from the station using those members to transport apparatus to the incident location. This is especially important in the Station #1 dispatch area based on the fact that many members respond fully equipped to work in their private vehicles.

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With the delivery of the new 1,050 Gallon Class A 3,000 gallon pumper tanker, the service will implement the following dispatch procedure to ensure that fire crews responding to potential or confirmed structure fires have a adequate supply of water to launch any type of fire attack.

To support our crews allowing them to work effectively and safely when engaged in fire attack operations the following will occur for all automatic alarms, reported or confirmed structure fires on the initial emergency page to our Station #2 members.

Scope

Effectively immediately, Tanker #1 will respond to all automatic, reported or confirmed structure fires in the Station #2 (Anola) dispatch area. Only Station #1 members who carry a dual pager and authorized by the Chief Officer will respond directly to Station #1 (Oakbank) to ensure that Tanker #1 is responding to such incidents in a timely manner. Officers or firefighters responding to Station #1 on receipt of a Station #2 will attempt to ensure there are two firefighters staffing Tanker #1 on such a response.

Station #2 officers will not hesitate to call for a mutual aid response from the remainder of the compliment at Station #1 or our mutual aid partners if they deem it necessary.

Introduction

The Springfield Fire Department on occasion will respond to Bomb Threats at various public and private buildings in our municipality. The following is the Operating Procedure that members of the Springfield Fire Department will use to deal with such incidents. It must be noted that for all Bomb Threat Incidents, the **RCMP will be the authority in charge** and that the fire & rescue service is to assist them in the event of a detonation.

Under no circumstances will members of the Fire & Rescue Service participate in searching for and or disarming an explosive device.

Scope

On receipt of a Bomb Threat Incident:

-The first arriving member at the fire hall will confirm with 911 via Fleet Net Radio receipt of the page and confirm a response from the Fire Service.

-In addition to the fire department member receiving the call he **WILL** confirm and or request that the RCMP be notified and dispatched to the bomb incident.

-When responding to a bomb threat incident, no emergency equipment will be activated on any of the responding apparatus unless an explosion or fire has occurred.

-Arriving members in private vehicles **WILL** stage one block from the incident and wait for the first arriving fire apparatus.

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-First arriving fire apparatus **WILL** stage one block (Hot Zone) from the incident and establish Incident Command.

-All portable radios, pagers as well as cell phones **WILL** be shut off within one block of the incident. Communications with Brandon 911 will be maintained via portable radio outside the HOT ZONE.

-The incident commander will be the only member to attend to the building that has the threat made against it to confirm if any assistance is required to evacuate the premises such as a school.

-The fire department will not engage in any search for an explosive device.

-The incident commander will be the only person to make contact with the first arriving RCMP officer informing him/her that they are there to assist with evacuation and any fire control if necessary.

-The fire service will prepare for an explosion and or fire when deemed necessary or practical.

-The Incident Commander will terminate the incident with the 911 Communications Center once cleared by the RCMP Officer in charge of the incident.

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Introduction

On occasion the SFRS will be dispatched to an incident where a carbon monoxide alarm has gone off. In most cases these are non-emergency responses but in any event a response will be initiated by the fire service.

Scope

The fire service carries on its two engine companies, disposable carbon monoxide detectors which are pre set to alarm at levels of CO gas at 35 part per million and 100 parts per million or higher as well as a visual digital display of the actual reading of carbon monoxide detected. Upon receiving a request for assistance to a carbon monoxide alarm, the SFRS will respond in a non- emergency manner unless the 911 communications center has notified the local EMS service due to illness in the residence and or business. If an occupant has complained of illness and the EMS is dispatched with the fire service, the incident response will be upgraded to an emergency at which time apparatus will respond with emergency equipment activated.

Upon arrival at the incident, the Incident Commander will interview the occupants of the building to determine the circumstances and evaluate the medical conditions of the occupants checking for:

- FLU LIKE SYMPTOMS
- HEADACHES
- NAUSEA,
- DIZZINESS
- FATIGUE

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If any of the symptoms are present, a request for the local EMS unit should be made via fleet net radio to the 911 center if they have not already have been dispatched. The incident commander will evacuate the building if not already done so and use the CO detector to establish a CO level in the building. If CO readings are 50 parts per million or higher, firefighters will don SCBA and evacuate residents of the building.

The I/C will attempt to determine the source of the CO. Monitor areas of the structure with the CO meter however when doing this ensure that conditions are the same when the fire service was called (Furnace running), determine if vehicles were running in any attached garage or immediate vicinity of the building as well as checking for frivolous sources of CO such as candles/cigarette burning or charging of batteries in the building.

Notify the occupants of the readings. If a very low or no reading was encountered, advise the occupants to replace the detector or sensor (refer to owners manual) and advise them to call again if the condition reoccurs. If CO is detected and the cause is suspected to be a natural gas furnace/dryer or fireplace, contact Manitoba Hydro via 911 to have a representative attend the incident. If the CO reading is above 50 parts per million and the source of the CO cannot be identified, advise the residents not to occupy the building until the CO source can be located. It is not the fire and rescue services responsibility to locate and identify the source of CO. It is however our responsibility to ensure that dangerous practices such as living in a building with CO present be stopped.

Introduction

It is vital that all members of the SFRS understand how to and why we respond to the 911 Center in the manner that we do. To provide the best customer service to our members and the public that we serve it is important that we follow this procedure to the best of our ability.

Scope

Members of the Springfield Fire & Rescue Service **WILL** after receiving one set of emergency pages from the Brandon Communications Center will acknowledge as soon as practical that the message has been received. It would be prudent that an officer or senior firefighter make the initial contact with the 911 center to confirm receipt of the emergency page. The officer or firefighter initiating the contact with 911 can at their discretion request a second set of pages if needed as well as a request of mutual/automatic aid.

As a reminder or for the benefit of new members, 911 will be contacted on Channel **1-A** at which time you will be instructed to the dispatch channel for further instructions on channel **1-B**. After receiving dispatch instructions, members of the fire service will operate on Channel **1-C** for all incidents other than emergency medical responses that will be communicated on Channel **1-D**.

It is imperative that one member (Incident Commander or Senior responding Officer) of the responding team activate the SCAN feature of either a mobile or portable radio. This will ensure that the Communications Center will be capable of communicating with our members if required.

In the event that the Incident Commander finds it necessary to communicate with the Brandon 911 Communication Center, he will implement the same procedure as

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receiving and confirming incidents. Call 911 via Fleet Net radio channel **1-A**, wait for instruction to switch to Channel **1-B** and then return to tactical channel **1-C**.

In the event that the radio system is not functioning, members can call the Communication Center via telephone at **1-204-729-2424**. Telephone calls to the Communications Center should only be made in emergency situations.

From time to time it may be necessary for SFRS personnel to communicate with other agencies on the fleet net radio. This can be done on the interagency Channel of **1D** or at the discretion of the incident commander he/she may use a variety of radio channels to communicate with other responding agencies based on the severity of the event. As in example, the North East Tactical Channel **1-E** may be activated to ensure that all fire services within the North East Mutual Aid District can communicate on the same radio frequency. The same can be said if a major event is occurring within the municipality requiring many agencies outside the scope of the mutual aid district. The incident commander at his/her discretion can request an Operations Channel be assigned by the 911 Center to facilitate communication between all agencies engaged in an event. The 911 center after receiving a request of the use of an Operations Channel will instruct the commander as to what radio frequency or channel will be used.

As the incident draws to a conclusion and agencies are dismissed from the event, the commander or his designate will inform the 911 center as soon as practical allowing for normal radio communications to resume.

Introduction

Firefighting is inherently a physical dangerous occupation. Firefighters first arriving at any structure fire face the highest risk of being injured on the initial attack to any structure or building fire. Based on this fact alone and due to our prolonged response times for the closest EMS service, it is vital that EMS personnel be notified at the earliest opportunity that Springfield members are actively fighting or responding to a structure fire. Of utmost importance is that the EMS unit be dispatched to a working Springfield incident to ensure medical care to a member or member of the public who may be injured. All officers/incident commanders **will** implement the following procedure:

Scope

The Chief Officer, a Deputy Chief Officer or Captain or a designate upon receipt of a report of or confirmed structure fire any where in the municipality **WILL** request with the 911 center that the appropriate EMS service be dispatched immediately to the incident. Via fleet net radio when confirming receipt of the dispatch information, an Officer or senior firefighter will request from the 911 center that an EMS unit be dispatched and that they monitor the interagency channel (1D). Members of the our service should keep in mind that the Winnipeg Fire Paramedics respond into our jurisdiction (within the Perimeter Highway) and do not have the capability to monitor the interagency channel.

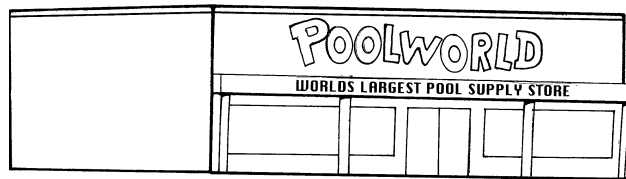
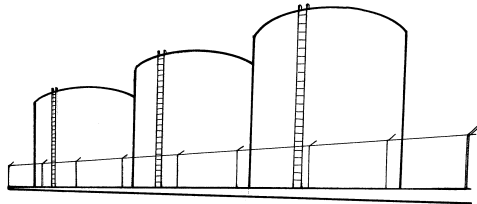
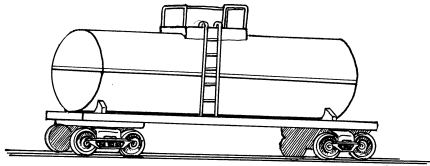
The Incident Commander will communicate with the EMS personnel relaying important information to them such as the command post location, injuries or any other pertinent information. The incident commander will only release the EMS service when practical to do so after determining that immediate threats to life or limb have been neutralized. The Incident Commander will not hesitate to keep the EMS unit available to fire fighters for rehabilitation purposes etc.

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Scope:

This plan provides a basic philosophy and strategic plan for hazardous materials situations. All Springfield Fire and Rescue Service Standard Operating Procedures, unless superseded by a specific part of this plan, remain in effect for Hazardous Materials incidents.

Hazardous Materials incidents encompass a wide variety of potential situations including fires, spills, transportation accidents, chemical reactions, explosions and similar events. Hazards involved may include toxicity, flammability, radiological exposure, corrosives, explosives, health and chemical reactions, or a combination of factors. This plan provides a general framework for handling a hazardous materials incident, but does not address the specific tactics or control measures for particular incidents.



Every incident presents the potential for exposure to hazardous materials; even the products of combustion of an ordinary fire may present severe hazards to personnel safety.

This procedure is specifically applicable to known hazardous materials incidents, but it does not reduce the need for appropriate safety precautions at every incident. The

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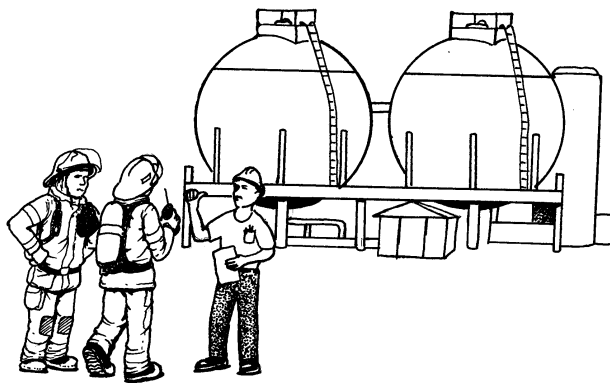
use of **FULL PROTECTIVE CLOTHING AND SCBA AS WELL AS SPECIAL PROTECTIVE CLOTHING** and the use of all Standard Operating Procedures on a continuing basis are foundational for this plan.

DISPATCH

The Brandon Communication Dispatch Center will attempt to obtain any and all information from the person reporting a hazardous materials incident. The information should, if possible, include material name and/or type, amount and size of container(s), problem (leak, spill, fire, etc.) and dangerous properties of the materials **AS WELL AS THE NUMBER OF PERSONS INJURED OR EXPOSED.**

If the call comes from a person with particular knowledge of the hazardous situation, that person **SHOULD BE INSTRUCTED TO** meet and direct the arriving units. Dispatch shall relay that person's location and level of knowledge to responding units.

Responding units to a known hazardous materials incident will ascertain weather conditions by dialing **983-2050** and following the prompts from either a station land line or available cell phone prior to leaving the station or while responding if personnel are available to make the telephone calls from the fire station. Any additional information shall be relayed to responding units after dispatch. **THIS SHOULD INCLUDE THE SAFEST APPROACH OR BEST ACCESS TO THE INCIDENT IF AVAILABLE.**



FIRST ARRIVING UNIT

The first arriving officer will establish Command and begin a size-up. The first unit must consciously avoid committing itself to a dangerous situation. When

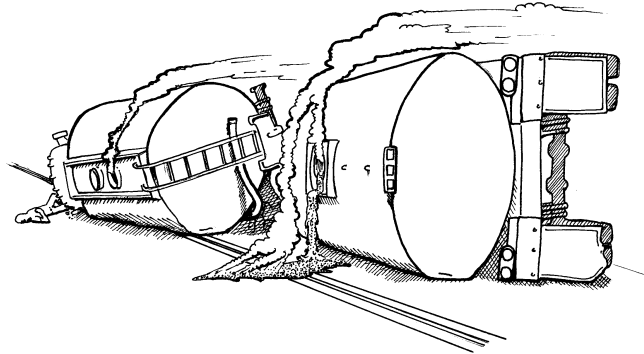
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approaching, slow down or stop to assess any visible activity taking place. Evaluate effects of wind, topography and location of the situation. Route any other responding companies away from any hazards.

Command should consider ESTABLISHING LEVEL II STAGING WHENEVER POSSIBLE FOR OTHER RESPONDING UNITS. STAGED COMPANIES MUST BE in a safe location, taking into account wind, spill flow, explosion potential and similar factors in any situation. THE NORTH AMERICAN EMERGENCY RESPONSE GUIDE BOOK, OR ANY OTHER MATERIALS SUCH AS MSDS OR SHIPPING PAPERS AVAILABLE TO THEM SHOULD BE USED TO ESTABLISH A SAFE DISTANCE FOR STAGING.

SIZE-UP

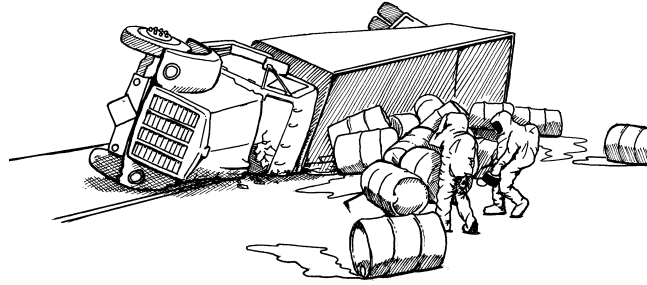
Command must make a careful size-up before making a commitment. It may be necessary to take immediate action to make a rescue or evacuate an area. This should be attempted only after a risk/benefit analysis is completed. Personnel must take advantage of available personal protective equipment in these situations.



The objective of the size-up is to identify the nature and severity of the immediate problem and to gather sufficient information to formulate a valid action plan. Hazardous materials incidents require a cautious and deliberate size-up.

Avoid premature commitment of companies and personnel to potentially hazardous locations. Proceed with caution in evaluating risks before formulating a plan and keep uncommitted companies at a safe distance. IN MANY CASES, EVALUATION BY HAZARDOUS MATERIALS TEAM MEMBERS BEFORE COMMITTING IS THE SAFEST APPROACH.

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Identify a hazardous area based on potential danger, taking into account materials involved, time of day, wind and weather conditions, location of the incident, and degree of risk to unprotected personnel. Take immediate action to evacuate and/or rescue persons in critical danger, if possible, providing for safety of rescuers FIRST.

The primary objective is to identify the type of materials involved in a situation, and the hazards presented, before formulating a plan of action. Look for labels, markers, DOT IDENTIFICATION NUMBERS, PLACARDS, UN/NA NUMBERS, or shipping papers, etc. Refer to pre-fire plans and ask personnel at the scene for additional information (plant management, responsible party, truck drivers, fire department specialist). Use reference materials carried on apparatus and have Dispatch contact other sources for assistance in sizing up the problem (Provincial agencies, fire department specialists, manufacturers of materials, etc.).

ACTION PLAN

Based on the initial size-up and any information available, Command will formulate an action plan to deal with the situation. Keeping in mind the resources available to our service are limited the action plan will be limited to the following:

1. Identifying the Hazardous Material.
2. Immediate rescue of persons trapped in the Hot Zone based on sound risk management principles.
3. Evacuating those in immediate danger.
4. Denying entry to the hot and warm zones.
5. Notification to appropriate experts to deal with mitigation of the incident.
(24 hr Provincial Emergency Response at 1-888-389-3473 or the Provincial 911 Center)
6. Notification of the Incident to the Municipal Emergency Coordinator at 470-3781 (Cell), 866-3542 (Home), 444-4308 (Office)

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The overall Action plan using all available resources will or should provide for:

1. Safety of all fire personnel
2. Evacuation of endangered area, if necessary
3. Control of situation
4. Stabilization of hazardous materials, and/or
5. Disposal or removal of hazardous material

Most hazardous materials are intended to be maintained in a safe condition for handling and use through confinement in a container or protective system. The emergency is usually related to the material escaping from the protective container or system and creating a hazard on the exterior. The strategic plan must include a method to control the flow or release, get the hazardous material back into a safe container, neutralize it, allow it to dissipate safely, or coordinate proper disposal.

The specific action plan must identify the method of hazard control and identify the resources necessary to accomplish this goal. It may be necessary to select one method over another due to the unavailability of a particular resource or to adopt a "holding action" to wait for needed equipment or supplies.

Avoid committing personnel and equipment prematurely or "experimenting" with techniques and tactics. Many times it is necessary to evacuate and wait for special equipment or TECHNICAL help.

CONTROL OF HAZARDOUS AREA

A hazardous material incident has two initial zones associated with the scene, similar to a fire. There are the INITIAL ISOLATION ZONE and the PROTECTIVE ACTION DISTANCES OR EVACUATION ZONE.

Initial Isolation Zone (Hot Zone)

The Hot Zone is the area in which personnel are potentially in immediate danger from the hazardous condition. This is established by Command and controlled by the fire department. Access to this area will be rigidly controlled and only personnel with proper protective equipment and an assigned activity will enter. All companies will remain in tact in designated staging areas until assigned. Personnel will be assigned to monitor entry and exit of all personnel from the hot zone. The hot zone should be geographically described to all responding units, if possible and identified by yellow fireline tape. (A Control Sector will be established to control access to the Hot Zone and maintain an awareness of which personnel are working in the area.)

- Identify from a safe distance the hazardous material involved.
- Using North American Emergency Response Guidebook or other resources identify Hot Zone and Establish a safe perimeter around hazardous area identifying with Fire Line tape.
- Request adequate assistance to maintain the perimeter: activate Mutual Aid if necessary.
- Deny entry and control access points
- Notify appropriate agencies to deal with situation. (Pine Falls Fire Department Haz. Mat Team and or Provincial Environment via 911).

Restriction of personnel access into the Hot Zone includes not only fire department personnel, but any others who may wish to enter the Hot Zone (Police, press, employees, tow truck drivers, ambulance personnel, etc.). Command is responsible for everyone's safety.

PROTECTIVE ACTION DISTANCES (WARM ZONE)

The WARM ZONE is the larger area surrounding the HOT ZONE in which a lesser degree of risk to personnel exists. All civilians would be removed from this area. The limits of this zone will be enforced by the Police Department based on distances and directions established in consultation with Command. The area to be evacuated depends on the nature and amount of the material and type of risk it presents to unprotected personnel (toxic, explosive, etc.).

In some cases, it is necessary to completely evacuate a radius around a site for a certain distance (i.e., potential explosion).

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In other cases, it may be advisable to evacuate a path downwind where toxic or flammable vapors may be carried (and control ignition sources in case of flammable vapors).

NOTE: When toxic or irritant vapors are being carried downwind, it may be most effective to (shelter in place) keep everyone indoors with windows and doors closed to prevent contact with the material instead of evacuating the area. In these cases, companies will be assigned to patrol the area assisting citizens in shutting down ventilation systems and evacuating persons with susceptibility to respiratory problems.

In all cases, the responsibility for safety of all potentially endangered Citizens rests with Command. Once A Hazardous Materials incident has been identified and established, fire personnel will define and establish a hot, Warm, and cold zone. These zones will remain in effect for the remainder of the incident.

USE OF NON-FIRE DEPARTMENT PERSONNEL

In some cases, it may be advantageous to use non-fire department personnel to evaluate hazards and perform certain functions within their area of expertise.

When such personnel are outfitted with breathing apparatus, chemical suits, etc., they must be made aware of the functions, limitations, and safety precautions necessary in their use. Fire department personnel with the necessary protective equipment must closely monitor and/or accompany such personnel for safety.

BE AWARE THAT COMMAND IS RESPONSIBLE FOR THE SAFETY OF ALL PERSONNEL INVOLVED IN ANY INCIDENT.

Introduction

On occasion the Springfield Fire Department will respond to mailbox fires and personnel should consider the following procedure for such a response.

Scope

When responding to a mailbox fire, approach cautiously. Survey the area for suspicious packages. Withdraw from the area immediately and consider other options if a suspicious package is encountered. If a mailbox is on fire use a dry chemical or CO2 extinguisher to put out the fire. Contact the RCMP or Canada Post at 1-900-565-2633 to inform them of the situation. Do not leave damaged or undamaged mail unsecured at the scene. Turn over the scene to Canada Post or the R.C.M.P. if necessary. If this is not possible, bring contents of the mailbox back to and secure mail at the fire station until Canada Post can claim it.

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Introduction

The ultimate goal for this fire service is to provide the best customer service for those person(s) involved in Motor Vehicle Collisions. We will strive to safely and quickly extricate those who are entangled in the wreckages using the Carbuster Model and the Golden Hour principal. We will strive to enhance the survivability for victims of trauma by continually improving our knowledge and skills as well as putting in place those procedures that will reduce the time a victim is delivered to the hospital.

This Standard Operating procedure is intended to introduce the firefighter to acceptable procedures at motor vehicle collisions. It spells out benchmarks that this service must meet to provide superior customer service to those individuals involved in motor vehicle collisions.

Specifically, the benchmarks that must be attained are listed below in a chronological order and must be completed before proceeding to the next step in the operation at a motor vehicle collision.

1-Safety.

2-Scene Size Up/Patient Assessment.

3-Extrication.

4-Patient Care.

5-Termination of Incident.

Scope

Safety-is stressed from the onset of the call for service and continues until the incident is terminated and apparatus readied for the next response. Dispatch protocols are in place to ensure that the fire apparatus carrying the extrication and first aid equipment are first out of the fire station. This may only be superseded if the dispatch information has reported a collision involving a fire at which time an engine company will be first to repond. Of utmost importance is that the scene of a motor vehicle collision be made safe prior to any operation commencing. The Officer/Senior member of this service will ensure that apparatus is driven in a prudent manner consistent with the "Driving of Fire Appatatus Standard Operating Procedure". Members attending to the scene of a

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M.V.C. using their own vehicles are unique in their response but are obligated to follow the above mentioned driving procedure.

Arriving at the scene of a motor vehicle collision is a critical time for responders. The Officer or Senior member of the first arriving apparatus or first arriving member in a private vehicle shall assume the Incident Command position until such time as being relieved by a Ranking member. First arriving members or Officer will conduct a rapid survey of the situation prior to leaving the vehicle (Window Survey). The purpose of this is to determine the number of vehicles involved, road conditions, hazards that may be present and the best access for the rescuers at the scene. Initially, the single most important and vital operation that needs to be completed immediately upon arriving is ensuring the scene is safe for responders to exit their vehicle. This can be done by parking the apparatus in a “**Fend Off**” position, blocking any necessary highway or roads with apparatus or by strategically placing firefighters properly equipped to control the flow of traffic through the emergency scene. *It is the responsibility of the local police service to control traffic flows through emergency scenes. Unless police are not available or not on the scene, the Incident Commander will use fire personnel to accomplish this task.* The IC will not hesitate to request more police units through the 911 center or by making that request to any police member on the scene.

Fire service members responding in their own vehicles will make every attempt to make their vehicles visible using equipment provided to them (mounting red warning lights on roof versus dashboard) or they shall park their vehicle in a position as not to reduce the visibility of other emergency vehicles that may be protecting the scene.

All members reporting to a collision scene shall come complete with personal protective equipment. Members who are not donned in PPE will not become involved in the incident.

If manpower permits, members responding in Rescue 1 will be assigned to the vehicle extrication team. Engine companies responding MVC's shall ensure that at least one firefighter is donned in full protective gear including an SCBA to manage any threat of fires.

The IC will attempt to keep Rescue crews, Engine companies, and squad companies together assigning them tasks as a group. All members arriving at the scene after the fact will report to the IC for task assignment.

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Scene Size up/Initial Patient Assessment.

No member of this service will approach any vehicle involved in a collision until all potential hazards are assessed. The list of potential hazards is endless however members should be cognizant of some of the hazards such as fuel leaks, downed electrical lines, hazardous material onboard, violent people involved in the incident and the like.

Upon leaving the fire apparatus or personal vehicle, members of this service will conduct a rapid outer circle survey of the collision scene. Members will be on alert for hazards that may not have been observed from the window survey position of fire apparatus done prior to exiting the response vehicle. The outer circle survey will determine if persons involved in the collision have walked away or been ejected from the vehicle as well as hazards. A member shall be assigned to survey the inner circle or hot zone to determine the number of patients, their condition, extrication requirements and so forth. A report shall be given to the IC with these findings. Whenever possible, members who are medically trained shall conduct the inner circle survey and initial patient assessment.

At no time shall a fire service member become involved in patient care until these scene surveys have been completed or sufficient personnel are on the scene to do multi tasking.

Routinely, members of this service are arriving at the scene of these incidents prior to the EMS service. It would be prudent on our part to report all pertinent patient information to the responding EMS unit via the Fleet net radio on the interagency channel. (1D) Members would be wise to inform EMS of the number of patients, condition of such patients, extrication requirements and request via EMS for additional ambulances. Prolonged response times are unacceptable for those who may show signs of being critically injured and it would be prudent on our part to make a request to Winnipig EMS for the nearest paramedic unit if a collision has occurred on the eastern edge of our jurisdictional boundary.

Fire members will care for the injured until the first EMS service arrives. Patient care will then be transferred to the EMS service at which time the fire service will assist.

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Extrication

An extrication is utilized in incidents that require physical disentanglement and/or the removal of trapped victims. Extrication is responsible for removing and delivering patients to a treatment area based on the Carbuster Training Model and the Incident Command System. Extrication members will assist paramedics with any patient treatment that is necessary prior to disentanglement.

Command will if manpower allows, appoint an extrication leader that will be responsible for assigning a team to perform extrication as well as arriving at a strategy to meet or exceed the 15 minute extrication benchmark. Ideally, the team shall be assembled using those members who are trained in extrication however, command will not delay extrication waiting for the arrival of trained members. The team leader will coach non trained members to complete the task at hand until trained members arrive on the scene.

At the initial onset of extrication, a maximum of four fire fighters should be assigned to extrication. Members of the Engine company will protect the extrication scene with a charged hoseline. All other fire members will be responsible for staging extrication equipment just outside the hot zone on a tarp and doing any other task that supports the extrication effort.

It is acceptable to employ the services of the EMS staff to access the patient for the purpose of treatment and sustained patient access. It is the responsibility of the I/C to remove any unprotected medical person from the vehicle when the actual extrication is ongoing or to properly don the EMS person with personal protective gear. We will not compromise the safety of a rescuer under any circumstances.

It is imperative that the extrication run smoothly based on our training completing the following tasks:

Hazard/Traffic control

Vehicle stabilization.

Initial patient Access.

Control of Electrical System/ Supplemental restraint system.

Sustained Patient Access

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Basic Life Support/Treatment of Life Threatening Injuries.

Glass Management.

Disentanglement/Patient Extrication

Termination of Incident

Return to Quarters and Preparing for the next incident.

Patient Care

Members of this fire service are expected from time to time to render patient care to the sick and injured. Based on the level of training, fire members will not exceed their scope of practice when performing patient care functions. Members will treat victims of collisions with compassion, respect and dignity even when the situation is grave. Fire members at the earliest opportunity will transfer patient care to the local EMS staff having jurisdiction as well as making themselves available to perform tasks at the request of EMS staff.

Termination of Incident

Officers/Senior members of the service will ensure that all equipment is removed from the scene and returned to the apparatus. All extrication equipment will be inspected and made ready for the next response. Problems or the restocking of equipment will be brought to the attention of the fire chief immediately.

Any member of the service can bring to the attention of the Fire Chief or Officer of the department a request to implement the Critical Stress Management Procedure. As documented in the Standard Operating Procedure, some situations will automatically trigger the process to activate the Critical Incident Stress Management Team.

Extrication in most cases is a rapid movement of manpower and equipment to enhance the survivability of the victims based on the Golden Hour Principle. Safety of the responders, victims and bystanders is our priority and will never be compromised. Relying on our training and experience shall assist us at being successful at all extrication incidents.

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Background

The Springfield Fire and Rescue Service is a member of the North East Mutual Aid District that is comprised of 13 separate fire stations. Listed below are the fire stations that make up the membership of the N.E.M.A.D:

Anola Fire	Oakbank Fire
Beausejour/Brokenhead	Pine Falls Fire
Bird River Fire	Lac Du Bonnet Fire
East Selkirk Fire	Pine Falls Fire
East St. Paul Fire	White Mouth Fire
Grand Marias	Victoria Beach
Noral Fire	

Scope

The mutual aid agreement is based on the neighbor helping neighbor concept and is not designed for fire departments to take advantage of other fire departments in the district.

The mutual aid agreement allows for officers and senior members to call for help when all the resources of our department are exhausted due to an overwhelming incident or multiple calls for service. This mutual aid agreement does not allow for this department to hold back our resources simply based on the fact that a mutual aid station may be closer. However, it is acceptable to call for our own resources as well as the mutual aid resources if the situation presented to the incident commander deems it necessary.

Contacting mutual aid is a simple task of notifying the communications center.. The officer making the request should have it clear in his mind what resources he wants before making such a request. When notifying mutual aid departments in the North East, the Incident Commander should consider converting all radio traffic onto the interagency (1D) to allow for communication between all those agencies involved. If this is not practical, the responding mutual aid department shall be notified by the incident commander of the command post location and insist that an officer/senior member of the responding mutual aid department be assigned at the command post to initiate a Unified Command Structure. In such cases, communications within the responding mutual aid department will be the sole responsibility of that particular officer assigned to the command post but he will not assume any operational command function within the jurisdiction of the Springfield Municipality unless they are the sole responding service to an incident.

Responding mutual aid departments shall be the first units to be cleared of an incident when practical to do so. Under no circumstances will a Springfield resource be released from an

Activation of Mutual Aid

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incident prior to the mutual aid resources being released unless they are assigned to another incident.

Officers will to the best of their ability record as much pertinent information in regards to mutual aid such as time requested, arrival time of responding departments and time cleared as well as the tasks assigned to them. This information should be recorded in the incident call report under the narrative section of the report.

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Scope

Firefighters of the Springfield Fire and Rescue Service routinely attend to incidents that involve vehicle fires. This procedure provides members with tactical priorities when attending to such incidents.

Response Protocol

Upon receipt of an automobile fire, the first arriving officer or senior member at the fire station will ensure that one engine company (foam capable) and a water tanker will respond to the incident with appropriate number of firefighters unless the information received is that the vehicle is threatening a building or property. There is no need to respond more than 2 apparatus for a routine vehicle fire on a road allowance. Members who have arrived at the station and who have not been assigned to the response team will remain at the station until relieved by the Incident Commander. This will ensure that if a second call for service is received, adequate crews will be available to respond in some type of apparatus.

FIRE CONTROL OPERATIONS

The minimum level of protection for firefighters is full protective clothing breathing air from their SCBA. Officers must wear full protective clothing in order to directly supervise crews.

The minimum size of hoseline is the 1-1/2" handline. Serious consideration shall be given to the deployment of a backup line of same or equal size at all automobile fires.

APPARATUS PLACEMENT

Apparatus should be placed upwind and uphill of the incident if possible. This is to afford protection from hazardous liquids and vapors and reduces smoke in the work area.

Consideration must be given to using the apparatus as a barrier, to shield the incident scene from traffic hazards. Warning lights should be left operating except for those lights such as wig wag headlights that may blind oncoming traffic. The Incident Commander will not hesitate to block entire road allowances to ensure the safety of fire crews from traffic. The use of flares by fire and police should be used with caution; consider the potential for flammable liquids and vapors.

Additional consideration should be given to positioning the apparatus at an angle to better allow the removal of any hose from the preconnect cross-lay compartments.

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Standard Operating Procedure

WATER SUPPLY

If the water carried on the responding apparatus will not be sufficient, the responding water tender will do what is necessary to ensure a constant supply of water is at the ready for the Engine company. Upon completion of the car fire suppression, the engine company will be readied for duty using on board resources and the water tender to replenish the engine companies water supply when practical. Essentially what this means, is the appropriate tanker will attend to automobile fires in a somewhat directed emergency response until a member of the service arrives at the incident location to confirm the downgrading of the response.

FIRE ATTACK

A working fire involving the interior of the vehicle passenger compartment will damage the vehicle beyond repair. As such, the attack plan should consider the vehicle as a "write off" and a safe and appropriate approach and fire attack must be implemented.

Where patients are trapped in the vehicle, first water should be applied to protect the patients and permit rescue.

When rescue is not a factor, first water should be applied for several seconds to extinguish fire or cool down the area around any fuel tanks or fuel systems. This is especially important if the fuel tanks are Liquidified Petroleum Gas (LPG) or Liquid Natural Gas (LNG).

At least one member of the attack team must have forcible entry tools in his/her possession to provide prompt, and safe entry into the vehicle.

HAZARDS AND SAFETY CONSIDERATIONS

Liquid Petroleum Gas (LPG) and Liquid Natural Gas (LNG) are becoming common place as fuel for vehicles. Pressure release devices can create a lengthy "blow torch" effect, or should the pressure relief device fail, a BLEVE may occur. Vehicles may not be marked to identify this fuel hazard. If there is flame impingement on a visible LPG/LNG storage tank, take action to control the fire and cool the tank.

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If vapors escaping from the storage tank relief valve have ignited, allow the LPG/LNG to burn while protecting exposures and cooling the tank. Flow of gas through piping can be controlled by shutting off the valve at the storage tank.

Energy Absorbing Bumpers--Consist of gas and fluid filled cylinders that, when heated during a fire, will develop high pressures which may result in the sudden release of the bumper assembly. This could result in serious injury to anyone in its path. Bumper assemblies have been known to travel 25 feet.

Batteries--Explosion hazard due to presence of hydrogen vapors. Avoid contact with battery acid. When the situation is stable, disconnect battery cables (ground cable first).

Combustible Metals--Some vehicles have various parts made of combustible metals, such as engine blocks, heads, wheels, etc. When these metals are burning, attempts to extinguish them with water will usually add to the intensity of the fire. Large quantities of water, however, will cool the metal below its ignition temperature. After some initial intensification, the fire should go out. Dry chemical extinguishers can also be effective.

Trunk/Rear Hatch/Engine Hoods--Hold-open devices may employ, along or in any combination with any of the following: springs, gas cylinders, extending arms, etc. When gas cylinders are exposed to heat, failure or rupture of these devices should be expected. Excessive pressure may develop in lift assists causing a trunk, hatch or hood to fly open with explosive force when the latch mechanism is released. To insure personal safety, be sure to allow sufficient clearance when releasing latches.

Fires involving the trunk/cargo area should be approached with extreme caution. Contents may include toxic, flammable or other hazardous materials. Expect the worst!

Fuel Tanks--May be constructed of sheet metal or plastic. A rupture or burn-through may occur with these tanks causing a rapid flash fire of the fuel. Do not remove gas cap, as tank may have become pressurized. Do not direct hose stream into tank, as this will cause pressurization of tank, with a possible result of burning fuel spewing from the tank fill opening.

Interior--Well sealed interiors of modern vehicles present the potential for backdraft. Use caution when opening doors or breaking windows. Appropriate approach, ventilation, and safety concerns must be considered. Have a charged handline ready before making entry.

Vehicle Stability--Tires or split rims exposed to fire may explode, causing the vehicle to drop suddenly. Expect exploding rim parts or tire debris to be expelled outward from the sides. Approach from the front or

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rear of the vehicle for maximum protection from potential flying debris. Some larger vehicles, such as buses, employ an air suspension system. When these systems are exposed to heat or flame, they may fail, causing the vehicle to SUDDENLY drop several inches.

Officer/Senior Firefighter Responsibilities

Officer/Senior Firefighters first priority is for the safety of his/her crew and the protection of municipal property. It is imperative that Officers/Senior members of the service ensure that all tasks are carried out safely and according to Standard Operating Procedures. Once the fire attack is complete and the incident is deemed under control, the officer and senior member should attempt to obtain and record all information regarding the vehicle information. For the purposes of fire reporting/payroll and billing, the officers/senior member should obtain the following information:

Date/time/location of incident.

Appropriate incident times.

Response route taken by responding apparatus

Weather information

Owners particulars: Name, DOB, Home or Cell number, home address,

Vehicle particulars which should include if possible VIN, License plate, make and model.

What fire crews did to extinguish fire including forcible entry, amount of water/foam solution, problems encountered and equipment used such as amount of hose, breathing apparatus and forcible entry tools

Injuries?

Complete the Springfield Incident report either at the station or from a home computer emailing to rmspfire@mts.net as soon as practical.