

**DECATUR TOWNSHIP FIRE DEPARTMENT  
STANDARD OPERATING GUIDELINE**

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| <b>DECATUR TOWNSHIP FIRE DEPARTMENT<br/>STANDARD OPERATING GUIDELINE</b>                      |                                       |
|---|---------------------------------------|
| <b>TITLE: ENGINE COMPANY OPERATIONS</b>   | <b>SECTION: OPERATIONS PROCEDURES</b> |
| <b>NUMBER: 2.01</b>   | <b>EFFECTIVE: DECEMBER 01, 2009</b>   |
| <b>THIS GUIDELINE SUPERSEDES ALL PREVIOUS GENERAL ORDERS, POLICIES, S.O.P'S &amp; S.O.G'S</b> |                                       |

**PURPOSE:** To establish “Best Practices” Guidelines for Engine Companies while operating on the fire-ground.

**GUIDELINES:**

The following “Best Practices” represent the standard operations that will normally be performed by Engine Companies of the Decatur Township Fire Department. Dependant on the incident, the actions of a particular company may be dictated by the Tactical Priorities of the incident and the resources of the company.

Company Officers will determine, based upon arrival conditions, the priority of the functions for their company unless otherwise ordered by Command.

**TACTICAL PRIORITIES:**

The three basic Tactical Priorities of suppression are:

- Search & Rescue
- Fire Control
- Property Conservation

**RISK MANAGEMENT STATEMENT:**

We begin all of our responses on the assumption that we can protect lives and save property.

1. We will take great risk to protect savable lives.
2. We will take some risk, in a calculated manner, to protect savable property.
3. We will take NO risk for lives or property already lost.

**UTILITIES:**

Decatur Township Fire Department Personnel WILL NOT pull Electric Meters.

**FIRST ARRIVING APPARATUS:**

The first arriving apparatus will communicate a verbal size-up and establish command.

## **ORDER OF ARRIVAL ASSIGNMENTS:**

The following “Best Practices” represent the arrival assignment functions of each Engine Company. If for any reason an Engine Company must deviate from the following functions, the Officer of that apparatus is responsible for communicating the information to all incoming apparatus. (Example: E71 is arriving... we do not have a hydrant.)

This does not limit a company to only its listed functions. Every company will be expected to perform all basic functions safely within the limits of their capabilities.

All Companies shall announce their Arrival Order upon arrival. (Example: E72's arriving second Engine)

## **FIRST ARRIVING ENGINE COMPANY:**

### **FIRST ARRIVING ENGINE COMPANY POSITIONING:**

Positioning of the first arriving Engine Company determines positioning for all other responding apparatus. The front of the building should be left open for the Ladder Company. The first arriving Engine Company should pull past or stop short of the fire building.

The first arriving Engine Company should establish a primary water supply.

Depending on the Incident, the first arriving Engine Company should supply the FDC.

The first arriving Engine Company should initiate fire attack functions.

## **SECOND ARRIVING ENGINE COMPANY:**

### **SECOND ARRIVING ENGINE COMPANY POSITIONING:**

The second arriving Engine Company must consider the placement of the first-due units when determining where it should position. In the event that the first-due Ladder Company has not arrived on scene, the second arriving Engine Company should not restrict the Ladder Company from reaching the front of the fire building.

The second arriving Engine Company provides the first arriving Engine Company with a water supply in the event the first arriving Engine Company was unable to establish a water supply.

The First Priority of the second arriving Engine Company is to insure the first arriving Engine Company has a water supply.

The Second Priority is to advance a back-up line to assist the initial attack company.

The back-up line should be equal to, or larger than the initial attack line.

Depending on the incident, the second arriving Engine Company may be required to provide a secondary water supply and / or supplement the Fire Department Connection (FDC).

If the second arriving Engine Company is required to bring in a second water supply, that supply line should be laid in from the opposite direction of the first.

### **THIRD ARRIVING ENGINE COMPANY:**

The third arriving Engine Company is responsible for the establishment of a Rapid Intervention Team (RIT) unless otherwise ordered by Command.

Depending on the incident, the third arriving Engine Company may be required to provide a secondary water supply and / or supplement the sprinkler system or Fire Department Connection (FDC).

### **BENCHMARKS:**

The following benchmarks should be communicated:

- Communicate Arrival Order
- Establish Command and Operating Mode:
  - Investigation
  - Mobile Command
  - Fast Attack
  - Offensive
  - Defensive
- Primary Search Completed
- Secondary Search Completed
- Utilities Controlled
- Fire Under Controlled
- All Clear SCBA
- Loss Stopped

| <b>DECATUR TOWNSHIP FIRE DEPARTMENT<br/>STANDARD OPERATING GUIDELINE</b>                      |                                       |
|---|---------------------------------------|
| <b>TITLE: LADDER COMPANY OPERATIONS</b>   | <b>SECTION: OPERATIONS PROCEDURES</b> |
| <b>NUMBER: 2.02</b>   | <b>EFFECTIVE: DECEMBER 01, 2009</b>   |
| <b>THIS GUIDELINE SUPERSEDES ALL PREVIOUS GENERAL ORDERS, POLICIES, S.O.P'S &amp; S.O.G'S</b> |                                       |

**PURPOSE:** To establish “Best Practices” Guidelines for Ladder Companies while operating on the fire-ground.

**GUIDELINES:**

The following “Best Practices” represent the standard operations that will normally be performed by Ladder Companies of the Decatur Township Fire Department. Dependant on the incident, the actions of a particular company may be dictated by the Tactical Priorities of the incident and the resources of the company.

Company Officers will determine, based upon arrival conditions, the priority of the functions for their company unless otherwise ordered by Command.

**TACTICAL PRIORITIES:**

The three basic Tactical Priorities of aerial operations are:

- Search & Rescue
- Ventilation
- Property Conservation

**RISK MANAGEMENT STATEMENT:**

We begin all of our responses on the assumption that we can protect lives and save property.

1. We will take great risk to protect savable lives.
2. We will take some risk, in a calculated manner, to protect savable property.
3. We will take NO risk for lives or property already lost.

**UTILITIES:**

Decatur Township Fire Department Personnel WILL NOT pull Electric Meters.

**FIRST ARRIVING APPARATUS:**

The first arriving apparatus will communicate a verbal size-up and establish command.

## **ORDER OF ARRIVAL ASSIGNMENTS:**

The following “Best Practices” represent the arrival assignment functions of each Ladder Company. If for any reason a Ladder Company must deviate from the following functions, the Officer of that apparatus is responsible for communicating the information to all incoming apparatus.

This does not limit a company to only its listed functions. Every company will be expected to perform all basic functions safely within the limits of their capabilities.

All Companies shall announce their Arrival Order upon arrival. (Example: Ar71’s arriving first Ladder)

## **FIRST ARRIVING LADDER COMPANY:**

### **FIRST ARRIVING LADDER COMPANY POSITIONING:**

The first arriving Ladder Company should position in front of the fire building with its turntable spotted to provide maximum use of the aerial device and should be positioned for the anticipated needs on the fire-ground (master stream operations, rescue or ventilation operations).

When positioning the aerial apparatus it is important to allow enough room for set-up and operation of the unit.

### **LADDER COMPANY APPARATUS PLACEMENT:**

The placement and function of the aerial apparatus is dependent on the type of structure present and the arrival order of the apparatus. Some of the common functions include:

- Forcible Entry
- Rescue of trapped occupants.
- Access to the roof for vertical ventilation.
- Vertical ventilation.
- Movement of personnel and/or equipment to upper floors.
- Master streams.

### **FIRST ARRIVING LADDER COMPANY FUNCTIONS:**

The first Arriving Ladder may divide into two sectors, Inside Truck and Outside Truck.

The Inside Truck Crews first priority is to force doors to allow for the attack crew and themselves to enter the building, and to begin a systematic search of the structure starting with the areas with high probability for occupancy.

The Outside Truck Crews first priority is to perform a 360° assessment of the structure, utility control, (DFTD Personnel WILL NOT pull Electric Meters) prepare for ventilation, and to place ladders to all exterior sides of the building when interior crews may be operating above the ground floor.

## **SECOND ARRIVING LADDER COMPANY:**

### **SECOND ARRIVING LADDER COMPANY POSITIONING:**

If it is anticipated that the second arriving Ladder Company will be used in performing aerial operations, the apparatus should be positioned for maximum use based on the fire-ground function to be performed. When the initial operations do not require the use of the second arriving Ladder Company's aerial device then it should be positioned out of the way (not blocking or interfering with initial fire-ground operations) but in such a manner that it can be quickly put into service if required by Command.

The second arriving Ladder Company should assist the first arriving Ladder Company with any functions not completed unless otherwise ordered by Command.

These functions may include but are not limited to:

- Search and Rescue of trapped occupants
- Vent – Enter – Search (VES)
- Utilities (DTFD Personnel WILL NOT pull Electric Meters)
- Ventilation
- Salvage & Overhaul

## **BENCHMARKS:**

The following benchmarks should be communicated:

- Communicate Arrival Order
- Establish Command and Operating Mode:
  - Investigation
  - Mobile Command
  - Fast Attack
  - Offensive
  - Defensive
- Primary Search Completed
- Secondary Search Completed
- Utilities Controlled
- Fire Under Controlled
- All Clear SCBA
- Loss Stopped

| <b>DECATUR TOWNSHIP FIRE DEPARTMENT<br/>STANDARD OPERATING GUIDELINE</b>                      |                                       |
|---|---------------------------------------|
| <b>TITLE: EMS OPERATIONS - FIREGROUND</b>   | <b>SECTION: OPERATIONS PROCEDURES</b> |
| <b>NUMBER: 2.03</b>   | <b>EFFECTIVE: JANUARY 01, 2010</b>    |
| <b>THIS GUIDELINE SUPERSEDES ALL PREVIOUS GENERAL ORDERS, POLICIES, S.O.P'S &amp; S.O.G'S</b> |                                       |

**PURPOSE:** To establish “Best Practices” Guidelines for EMS Companies operating on the fireground.

**GUIDELINES:**

The following “Best Practices” represent the standard operations that will normally be performed by EMS Companies of the Decatur Township Fire Department. Dependant on the incident, the actions of a particular company may be dictated by the Tactical Priorities of the incident and the resources of the company.

Company Officers will determine, based upon arrival conditions, the priority of the functions for their company unless otherwise ordered by Command.

Command may assign EMS Companies as needed.

EMS Companies shall respond to the scene in their assigned apparatus.

Command will return unassigned EMS Companies to regular service as they become available.

Station 72 & 74 EMS Company personnel will normally be attached to their Engine Company as determined by the Company Officer or Incident Commander.

Station 71 EMS Company may be assigned at shift change to either Engine 71 or Aerial 71.

**PRIORITIES:**

Life Safety is the number 1 priority being that of the public or a firefighter that may become injured. This includes patient care or rescue as determined by size up and arrival conditions.

**RISK MANAGEMENT STATEMENT:**

We begin all of our responses on the assumption that we can protect lives and save property.

1. We will take great risk to protect savable lives.
2. We will take some risk, in a calculated manner, to protect savable property.
3. We will take NO risk for lives or property already lost.

**UTILITIES:**

Decatur Township Fire Department Personnel WILL NOT pull Electric Meters.

**FIRST ARRIVING APPARATUS:**

The first arriving apparatus will communicate a verbal size-up and establish command.

**EMS COMPANY APPARATUS POSITIONING:**

EMS Companies must consider the placement of the responding fire apparatus when determining where it should position.

EMS Companies should position their apparatus to allow for transportation from the scene.

| <b>DECATUR TOWNSHIP FIRE DEPARTMENT<br/>STANDARD OPERATING GUIDELINE</b>                      |                                       |
|---|---------------------------------------|
| <b>TITLE: ORDER OF ARRIVAL ANNOUNCEMENT</b>   | <b>SECTION: OPERATIONS PROCEDURES</b> |
| <b>NUMBER: 2.04</b>   | <b>EFFECTIVE: DECEMBER 01, 2009</b>   |
| <b>THIS GUIDELINE SUPERSEDES ALL PREVIOUS GENERAL ORDERS, POLICIES, S.O.P'S &amp; S.O.G'S</b> |                                       |

**PURPOSE:** The purpose of this guideline is to provide a standard system of announcing the arrival of responding apparatus to an incident.

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**GUIDELINES:**

The following “Best Practices” represent the standard operations that will normally be performed by Companies of the Decatur Township Fire Department.

The Decatur Township Fire Department responds to a wide variety of emergency incidents with various Engine and Ladder companies. In order to systematically and efficiently perform fire ground operations, each arriving company will verbally announce their order of arrival over the radio.

1.) The announcement of arriving apparatus to an incident will:

- Allow the incident commander to recognize all arriving apparatus.
- Allow all other responding apparatus know which companies are responding.
- Eliminate the need for the Incident Commander to assign out tasks.

2.) Procedures when arriving;

- Refer to the DTFD SOG’s for standard company functions “Best Practices”.
- The first arriving apparatus will execute a scene size-up and establish command.
- Announce your order of arrival on the radio and designate what function you will be performing (ex. “Engine 72 second engine, back-up line”).
- The first arriving Engine Company must notify other responding companies if a water supply HAS NOT been established.

| <b>DECATUR TOWNSHIP FIRE DEPARTMENT<br/>STANDARD OPERATING GUIDELINE</b>                      |                                     |
|---|-------------------------------------|
| <b>TITLE: HIGHWAY OPERATIONS</b>  | <b>SECTION: SAFETY</b>              |
| <b>NUMBER: 6.01</b>   | <b>EFFECTIVE: DECEMBER 01, 2009</b> |
| <b>THIS GUIDELINE SUPERSEDES ALL PREVIOUS GENERAL ORDERS, POLICIES, S.O.P'S &amp; S.O.G'S</b> |                                     |

**PURPOSE:** The purpose of this guideline is to protect the safety of department personnel operating in or near moving vehicle traffic. This standard operating guideline establishes “Best Practices” guidelines for achieving safety and identifies parking practices for fire department apparatus that will provide maximum protection and safety for personnel.

**GUIDELINES:**

The following “Best Practices” represent the standard operations that will normally be performed by Companies of the Decatur Township Fire Department. It shall be the policy of the Decatur Township Fire Department to position apparatus at the scene of all emergencies in a manner that best protects the personnel and work area from vehicle traffic.

All Decatur Township Fire Department personnel shall wear HIGH-VISIBILITY vest while operating in or near moving vehicle traffic in compliance with Federal Regulation 23 CFR 634.

Firefighters engaged in Emergency Operations that directly expose them to flame, fire, heat, and/or hazardous materials may wear turnout gear. While wearing protective clothing under exposure to fire situations, firefighters must remain in the protected area.

At the conclusion of suppression activities or hazardous materials operations, personnel shall don the HIGH-VISIBILITY vest while operating in or near moving vehicle traffic.

**RESPONSIBILITY:**

It shall be the responsibility of the Company Officer or Acting Officer to ensure that all personnel wear HIGH-VISIBILITY vest while operating in or near moving vehicle traffic.

**SAFETY PROCEDURES:**

Emergency personnel are at great risk while operating in or near moving traffic. The following basic approaches can be taken to protect yourself and all crew members.

- Never trust the traffic
- Engage in proper protective parking
- Wear HIGH-VISIBILITY reflective vests
- Reduce motorist vision impairment
- Use traffic cones and flares

ALWAYS maintain an acute awareness of the high risk of working in or around moving vehicle traffic. Never trust moving traffic. ALWAYS look before you step! and ALWAYS keep an eye on the traffic!

Establish a "Temporary Traffic Control Zone" to provide a protected work area (See Figure 1).

Position the apparatus in a "Lane plus 1" blocking angle. This is accomplished by blocking the accident lane plus one additional lane to allow for safe operations.

Position apparatus to protect the Scene, Emergency Personnel, and Patients.

Position the apparatus at an adequate distance away from the accident vehicle(s) to allow a safety buffer for personnel operating around the vehicle(s) in case the blocking apparatus gets struck by another vehicle.

Angle the apparatus at 45-degrees away from curbside. Turn the front wheels of the apparatus away from the scene (See Figure 2).

Apparatus positioning should also allow for adequate parking for additional apparatus if needed.

At intersections, block all exposed sides. Where apparatus is limited, prioritize the blocking from the most critical to the least critical (See figures 3, 4 and 5).

For first arriving engine companies where a charged hose line may be needed, angle the apparatus so that the pump panel is "down-stream" on the opposite side of on-coming traffic (See Figure 6).

The initial arriving officer must assess the parking needs of later arriving apparatus and specifically direct the parking and placement of these vehicles to provide protective blocking of the scene.

During daytime operations, leave all emergency lights on to provide warning for drivers.

For NIGHT-TIME operations, turn off the apparatus headlights. This will help reduce the blinding effect to approaching vehicle traffic.

ALWAYS look before stepping out of the apparatus. When walking around the apparatus, keep an eye on moving traffic.

Wear HIGH-VISIBILITY safety vest at all times while operating in or near vehicle traffic.

Position traffic cones to control the flow of on-coming traffic away from and around the emergency scene.

Stage unneeded vehicles off the street whenever possible. Bring in additional apparatus as needed and position them in a safe location.

Park all ambulances at an angle to protect the "Loading Zone".

Command should establish a liaison with Law Enforcement to jointly provide a safe parking and work area to quickly resolve the incident.

Listed below are general recommendations for the start of traffic cones.

| <b>SPEED</b> | <b>SPACING DISTANCE OF CONES</b> |
|--------------|----------------------------------|
| 25 mph       | 65 feet                          |
| 40 mph       | 105 feet                         |
| 60 mph       | 160 feet                         |

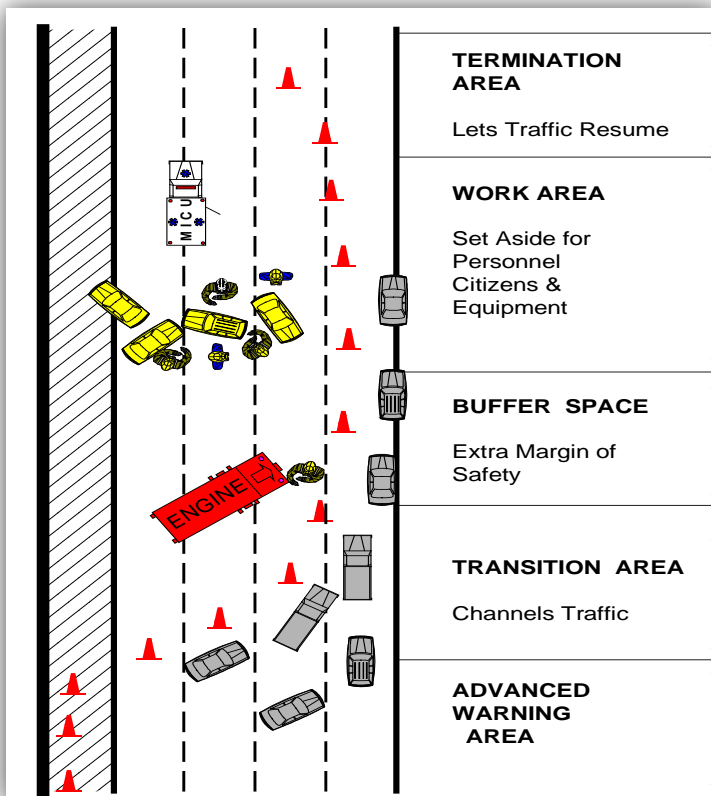
Traffic incidents can be divided into three general classes of duration, each of which has unique traffic control characteristics and needs. These classes are:

- **Major:** Expected duration of more than 2 hours
- **Intermediate:** Expected duration of 30 min. to 2 hours
- **Minor:** Expected duration under 30 minutes

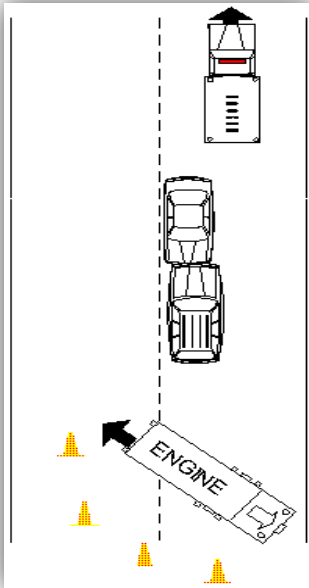
The termination of the incident must be managed with the same aggressiveness as initial actions. Personnel, apparatus and equipment must be removed from the roadway promptly to reduce the exposure to moving traffic.

**FIGURES:**

**FIGURE # 1,** Components of the “Temporary Traffic Control Zone”

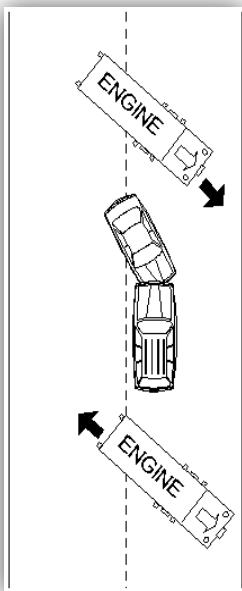


**FIGURE 2,** Angle the apparatus at 45-degree away from curbside.

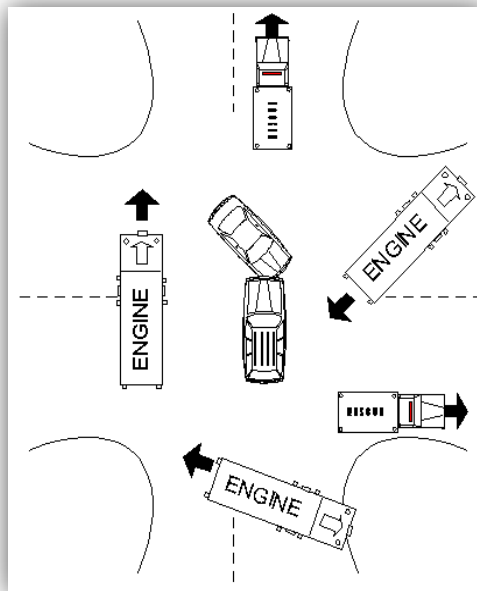


**FIGURE 3, 4,** Prioritize placement of the apparatus by blocking from the most critical to the least critical side. Often two or more sides may need to be protected.

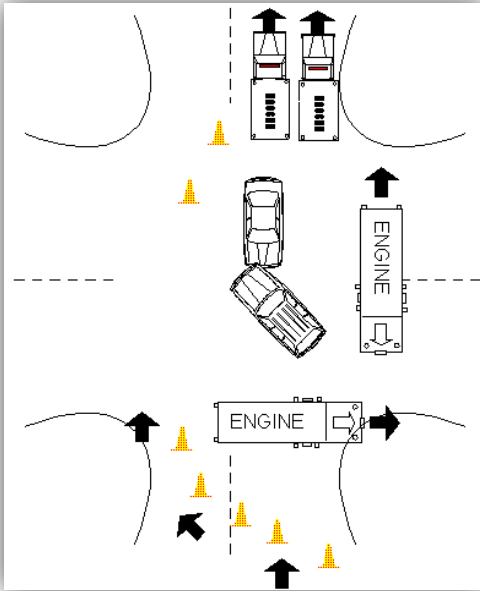
**FIGURE 3**



**FIGURE 4**



**FIGURE 5,** Prioritize placement of the apparatus by blocking from the most critical to the least critical side. Often two or more sides may need to be protected.



**FIGURE 6,** To protect the pump operator, position the apparatus with the pump panel on the opposite side of on-coming traffic.

