

BLACKWOOD FIRE COMPANY OPERATING GUIDELINE

1.1 INCIDENT RESPONSE - GENERAL POLICY

- 1.1.1 Upon receipt of an alarm, all members should proceed directly to their assigned station, unless they are clearly closer to another station of this Company.
- 1.1.2 Absent prior approval of the Chief, no member may respond directly to an incident scene in their private vehicle. If the incident lies directly in the member's route of travel to the station, the member may stop and render assistance until the arrival of apparatus, at which time the member should proceed to the station.
- 1.1.3 Members responding to an alarm shall not assume any driving privilege not granted by NJ state laws. Blue lights may be used only if the proper permit has been secured, and may only be used within Gloucester Township.
- 1.1.4 Members are responsible for their actions while responding to alarms, and accept all liabilities, and legalities resulting from same. See Attachment 1.1 NJ Motor Vehicle statutes.
- 1.1.5 First arriving members should print the address and type of incident on the dry erase board near the engine room doors.
- 1.1.6 Absent permission from the Chief or senior officer, no members shall utilize PPE assigned to another without their expressed agreement. Members may use spare PPE, or PPE designated for sharing, if available.
- 1.1.7 Members shall don all appropriate protective clothing prior to mounting the apparatus.
- 1.1.8 Apparatus should not leave the station understaffed without waiting a reasonable time. Minimum staffing is defined as four (4) SCBA qualified firefighters. A reasonable time can be defined as four (4) minutes from dispatch for the first apparatus, and one (1) minute between responses of subsequent apparatus. NOTE: Minimum staffing for EMS First Responder Incidents is 2 Qualified Personnel.
- 1.1.9 Apparatus should not respond understaffed if members are in station preparing to respond.

- 1.1.10 It should be the responsibility of the senior officer or firefighter in station to deploy personnel and apparatus, as necessary, to meet the needs of individual incident and staffing situations. Priority should be given to members possessing specific qualifications based on the apparatus and response type (i.e. Tower Operator, Haz-Mat Tech, EMT, etc..).
- 1.1.11 Apparatus officers shall insure that their apparatus is adequately staffed and that all members are seated and buckled before leaving the station.
- 1.1.12 The driver shall have control over the mechanical operation of the apparatus. The apparatus officer should coordinate the use of all warning devices. In addition the officer should; operate the radio, reference map and pre-plan books and other material as necessary. The officer shall also monitor the safe operation of the apparatus.
- 1.1.13 The driver must be cognizant of the hazards inherent to an emergency scene. As such, driver's must exercise extreme caution when approaching the scene, and reduce their speed accordingly IAW OG 1.3 Response Priorities.
- 1.1.14 For confirmed working fires, members of the first and second due engines and first and second due trucks will be expected to perform their assignments IAW OG 1.8 Structure Fires and OG 9.3 Company Assignments. Members on subsequent arriving apparatus will Stand Fast unless given specific orders.
- 1.1.15 Drivers should be aware of all activity involving their apparatus, making note of portable equipment removed and returned, hose lines in service, and mechanical problems arising while in service.
- 1.1.16 Unless operating the pump, drivers are expected to assist with outside functions at the scene (i.e stretching hose lines, securing a supply line, deploying ground ladders). Drivers should return to their apparatus immediately upon completion of these tasks. Drivers must carry and monitor a portable radio at all times, and be available to return to their apparatus immediately if so ordered, or if necessitated to perform apparatus functions (i.e. accept a water supply, charge a hose line, etc...).

- 1.1.17 As per the Riding Assignments, drivers are sometimes part of the initial FAST. In such cases, the driver shall don an SCBA as soon as possible and be prepared to react to any fire ground emergencies until a dedicated FAST is in place.
- 1.1.18 Drivers will generally not engage in interior firefighting operations unless specifically ordered, or to respond to a fire ground emergency (i.e. firefighter trapped). In such cases, the driver shall notify the IC that they drove an apparatus to the scene.
- 1.1.19 The above restrictions do not apply to drivers of apparatus that will not be placed in service. If the crew is given an assignment, the apparatus officer has the option of utilizing the driver as part of the crew. In such cases, the apparatus will be parked out of the way and shut down before the crew departs.
- 1.1.20 The apparatus officer should ensure the apparatus is properly restored upon return to station. The entire crew will assist with this process. The driver should file equipment reports outlining any equipment problems when necessary.
- 1.1.21 No member should leave the fire ground or station prior to being released, without the permission of the IC.
- 1.1.22 Any member sustaining an injury while operating with this company, regardless of the severity, shall notify the IC or the Chief for documentation and treatment, if necessary.
- 1.1.23 The IC should insure that all applicable reports and attachments are filed IAW OG# 8.0.