

YAPHANK FIRE DEPARTMENT

<u>POLICY</u>	<u>POLICY NUMBER</u>	<u>EFFECTIVE DATE</u>	<u>REVISION DATE</u>
FACIAL HAIR FOR CLASS A FIREFIGHTERS	2024-00001	JANRUARY 1st 2018	FEBRUARY 1st 2024

Purpose:

This policy is to ensure the safety of all Class A Firefighters that wear SCBA, and the Facepiece seal protection. OSHA respiratory protection standards 1910.134(g)(1)(i)

Scope:

It shall be this policy that the Yaphank Fire Department is to always follow to its full extent. This policy should be followed by ALL Class A Firefighters and EMS personnel that require the use of respiratory protection in the Yaphank Fire Department.

Responsibility:

It is the responsibility of the Chief's staff and Line Officers of the Yaphank Fire Department to implement this policy. It is the responsibility of each member to be familiar with and follow the policy.

Authority:

This policy is written in regards OSHA regulations for wearing self-contained breathing apparatus.

This policy is written and promulgated under the authority of the by-laws of the Yaphank Fire Department and the policy and authority of the Chief's staff of the Yaphank Fire Department.

Definition:

Respiratory Protection: To protect each member from air contaminated with harmful dust, fogs, fumes, mists, gases, smokes, sprays, or vapors, the primary objective shall be to prevent atmospheric contamination. OSHA 1910.134(a)(1)

Self-contained breathing apparatus (SCBA): Means an atmosphere-supplied respirator for which the breathing air source is designed to be carried by the user.

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SCBA QUALIFICATIONS FOR PROBATIONARY MEMBERS	2024-00002	JANRUARY 1st 2018	FEBRUARY 1st 2024

Purpose:

This policy is to ensure that all Department members are advised of the usage of SCBA regarding probationary members.

Scope:

It shall be this policy that the Yaphank Fire Department is to always follow to its full extent when possible. This policy is to be followed by all companies of the Department.

Responsibility:

It is the responsibility of the Chief's staff and the Line Officers of the Yaphank Fire Department to implement this procedure. It is the responsibility of the membership to be familiar with and follow this procedure.

Authority:

This policy is written and promulgated under the authority of the by-laws of the Yaphank Fire Department and the policy and authority of the Chief's staff of the Yaphank Fire Department.

Policy:

This policy is intended for probationary firefighters in the Yaphank Fire Department ranks. These members shall **NOT** be qualified on any SCBA until they have successfully enrolled in Fire Fighter 1 SCBA emergencies training through the Suffolk County Fire Academy. As well as successfully completing the "In-Department" SCBA qualification maze. Until completion of the Firefighter 1 course, those probationary members can train on and use the SCBA for all company and Department training.

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<u>POLICY</u>	<u>POLICY NUMBER</u>	<u>EFFECTIVE DATE</u>	<u>REVISION DATE</u>
MUTUAL AID RESPONSE FOR CLASS B FIREFIGHTER	2024-00003	JANRUARY 1st 2018	FEBRUARY 1st 2024

Purpose:

This guideline is to ensure that all Department members are advised of mutual aid response for Class B firefighters. (Exterior ONLY Firefighter's and Probationary Members)

Scope:

It shall be this guideline that the Yaphank Fire Department is to always follow to its full extent when possible. This guideline is to be followed by all companies of the Department.

Responsibility:

It is the responsibility of the Chief's staff and the Line Officers of the Department to implement this guideline. It is the responsibility of the membership to be familiar with and follow this guideline.

Authority:

This guideline is written and promulgated under the authority of the By-Laws of the Yaphank Fire Department and the policy and authority of the Chief's staff of the Yaphank Fire Department.

Policy:

When the Yaphank Fire Department is dispatched for a mutual aid for any type of structure fire there is to be **NO** Class B firefighters responding on the apparatus. Only Class A firefighters who are SCBA (Self-contained breathing apparatus) qualified and who are properly trained on the PES (personal escape system) are allowed to respond to the alarm. The **ONLY** exception will be the driver of the apparatus who can be a Class B firefighter.

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<u>POLICY</u>	<u>POLICY NUMBER</u>	<u>EFFECTIVE DATE</u>	<u>REVISION DATE</u>
COMMERICAL AUTOMATIC ALARMS	2024-00004	JANRUARY 1st 2018	FEBRUARY 1st 2024

Purpose:

This policy is to ensure that proper reset of commercial automatic alarms.

Scope:

It shall be this policy that the Yaphank Fire Department is to always follow to its full extent when possible. This policy is to be followed by all companies of the Department.

Responsibility:

It is the responsibility of the Chief's staff and the Line Officers of the Department to implement this procedure. It is the responsibility of the membership to be familiar with and follow this procedure.

Authority:

This policy is written and promulgated under the authority of the by-laws of the Yaphank Fire Department and the policy and authority of the Chief's staff of the Yaphank Fire Department.

Policy:

Commercial automatic alarms are to be silenced at first arrival by the Chief or Chief Officer in-charge. Alarm code must be read, and location must be searched for faulty detector or water flow alarm. Once located and or isolated a reset is in order. If alarm is activated a second time, I.C(incident commander) or O.1.C.(Officer in charge) will then call FRES for a Fire Marshal to respond to the location. While alarm is being worked on by alarm company put future alarms on Chief investigation for duration the alarm company will be working on system.

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<u>POLICY</u>	<u>POLICY NUMBER</u>	<u>EFFECTIVE DATE</u>	<u>REVISION DATE</u>
RADIO COMMUNICATIONS	2024-00005	JANRUARY 1st 2018	FEBRUARY 1st 2024

Purpose:

This guideline is to ensure that all Department members are advised of the radio frequencies and their use at various incidents.

Scope:

It shall be this guideline that the Yaphank Fire Department is to always follow to its full extent when possible. This guideline is to be followed by all companies of the Department.

Responsibility:

It is the responsibility of the Chief's staff and the Line Officers of the Department to implement these guidelines. It is the responsibility of the membership to be familiar with and follow these guidelines.

Authority:

This guideline is written and promulgated under the authority of the by-laws of the Yaphank Fire Department and the policy and authority of the Chief's staff of the Yaphank Fire Department.

The Yaphank has (3) operating channels that will be used all most incidents. YFD Repeater (Repeated Operations Channel), Fire ground 1 (On-Scene Point to Point Channel), Fire Ground 2 (On-Scene Traffic Detail/Training Channel). (At ALL incidents excluding EMS only alarms, all mobile truck radios will be set of "YFD Repeater." ALL portable radios with exception of Fire Police 11 and 5-30-22 will be positioned to channel 2 "Fire Ground 1." Fire Police 11 and 5-30-22 portable radios will position to channel 3 "Fire Ground 2." The I.C. of the incident will monitor both YFD Repeater and Fire Ground 1 during operations. All drivers of apparatus will utilize the fireground 1 channel to communicate apparatus to apparatus with portable radio and will monitor YFD Repeater with the truck mobile radio.

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<u>POLICY</u>	<u>POLICY NUMBER</u>	<u>EFFECTIVE DATE</u>	<u>REVISION DATE</u>
YFD TRAINING WITH MUTUAL AID DEPARTMENTS	2024-00006	JANRUARY 1st 2018	FEBRUARY 1st 2024

Purpose:

This guideline is to ensure that all Department members are advised of mutual aid trainings within the Yaphank Fire District.

Scope:

It shall be this guideline that the Yaphank Fire Department is to always follow to its full extent when possible. This guideline is to be followed by all companies of the Department.

Responsibility:

It is the responsibility of the Chief's staff and the Line Officers of the Department to implement these guidelines. It is the responsibility of the membership to be familiar with and follow these guidelines.

Authority:

This guideline is written and promulgated under the authority of the by-laws of the Yaphank Fire Department and the policy and authority of the Chief's staff of the Yaphank Fire Department.

Policy:

At NO time shall any Officer or member of the Yaphank Fire Department invite any mutual aid Departments into the Yaphank Fire District with the intention of training without prior consent from the Chief's Office. All requests are to be in writing to the Chief's office prior to any mutual aid training, so the Board of Fire Commissioners can give approval. Any member found in violation of this guideline is subject to disciplinary actions.

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<u>POLICY</u>	<u>POLICY NUMBER</u>	<u>EFFECTIVE DATE</u>	<u>REVISION DATE</u>
INCIDENT COMMAND SYSTEM	2024-00007	JANRUARY 1st 2018	FEBRUARY 1st 2024

Purpose:

This policy was developed to establish and document the implementation and use of the ICS for the Yaphank Fire Department.

Scope:

It shall be this policy that the Yaphank Fire Department is to always follow to its full extent when possible. This policy is to be followed by all companies of the Department.

Responsibility:

It is the responsibility of the Chief's staff and the Line Officers to implement this procedure. It is the responsibility of the membership to be familiar with and follow this procedure.

Authority:

This policy is written and promulgated under the authority of the by-laws of the Yaphank Fire Department and the policy and authority of the Chief's staff of the Yaphank Fire Department. It is also written to meet the intent of the NFPA standard for ICS and 1500 Firefighter Safety and Health.

Policy:

This policy should be followed to the full extent possible and practical. It shall be used for all incidents. Under normal circumstances this procedure will not be implemented for EMS calls that are medical in nature. However, if the incident has such a potential for further casualty or necessitates the use of more than two ambulances it should be used. The Chief or Chief-Officer in charge of the scene may make necessary adjustments to this order as the situation may indicate.

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<u>POLICY</u>	<u>POLICY NUMBER</u>	<u>EFFECTIVE DATE</u>	<u>REVISION DATE</u>
EMERGENCY VEHICLE DRIVING (E.V.O.C)	2024-00008	JANRUARY 1st 2018	FEBRUARY 1st 2024

Purpose:

This policy is to advise responding units that themselves or other responding units are approaching intersections where there may be one or more emergency vehicles reaching the intersection at the same time.

Scope:

It shall be this policy that the Yaphank Fire Department is to always follow to its full extent when possible. This policy is to be followed by all companies of the Department.

Responsibility:

It is the responsibility of the Chief's staff and the Line Officers of the Department to implement this procedure. It is the responsibility of the membership to be familiar with and follow this procedure.

Authority:

This policy is written and promulgated under the authority of the by-laws of the Yaphank Fire Department and the policy and authority of the Chief's staff of the Yaphank Fire Department.

Policy:

Any Department vehicle that is responding to an emergency scene shall advise all other vehicles of their approach with lights and sirens engaged. E.V.O.C (Emergency Vehicle Operator Course) shall be taken through SCFA (Suffolk County Fire Academy) before any driving of emergency vehicle can occur. When approaching major intersections with other apparatus on the road, a radio transmission of what intersection you are approaching shall be used. Keep in mind that caution should be used when entering the intersection regardless of any traffic signal or stop sign. It is the responsibility of the driver and the OIC to make sure that traffic is stopped, and the intersection is cleared to pass through before proceeding through.

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<u>POLICY</u>	<u>POLICY NUMBER</u>	<u>EFFECTIVE DATE</u>	<u>REVISION DATE</u>
FIREFIGHTER PPE (Personal Protective Equipment)	2024-00009	JANRUARY 1st 2018	FEBRUARY 1st 2024

Purpose:

This policy is to ensure that all Department members that are actively involved at an emergency scene to wear their protective gear.

Scope:

It shall be this policy that the Yaphank Fire Department is to always follow to its full extent when possible. This policy is to be followed by all companies of the Department.

Responsibility:

It is the responsibility of the Chief's staff and Line Officers of the Yaphank Fire Department to implement this procedure. It is the responsibility of the membership to be familiar with and follow this procedure.

Authority:

This policy is written and promulgated under the authority of the by-laws of the Yaphank Fire Department and the policy and authority of the Chief's staff of the Yaphank Fire Department.

Policy:

Firefighting gear is to be worn to all emergency scenes that require the protection from harmful measures we encounter in this profession. This includes structure fires, car accidents, brush fires etc. Any member directly involved in the emergency scene shall wear their protective gear excluding the drivers of the apparatus. Drivers must wear hi-visibility safety jacket and/or vest when on scene. PPE is to include bunker coat, bunker pants, boots, helmet, hood, gloves, and safety eye wear when needed. All PPE shall meet or exceed the OSHA and NFPA requirements. Failure to follow this policy will result in disciplinary action.

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FIREFIGHTER REHAB	2024-00010	JANRUARY 1st 2018	FEBRUARY 1st 2024

Purpose:

This procedure was established to coordinate fireground Rehab, at the scene of a working house fire.

Responsibility:

It shall be the responsibility of all First Responders to carry out this policy and procedure to the full extent possible and practical.

Policy/ Procedure:

Fireground Rehab shall be set up any time there is a working house fire.

The First Responder shall park in a close proximity of the incident but in an area to where personnel can get to as well as close to an ambulance. The Vehicle should not BLOCK INCOMING APPARATUS!! The 1st ambulance on scene shall become and remain the central location for fireground Rehab. The 2nd and 3rd ambulances that arrives on scene shall remain as transport ambulances. The emergency medical personnel with the highest credentials (EMT-CC or Paramedic) at the incident shall be "EMS Command" and shall coordinate the transfer of firemen entering and leaving the REHAB station. The chief in charge or chief-officer in each fire apparatus is responsible of making sure each of their crew members attend REHAB. At any point the First Responder shall forward this information to the Chief/Officer in Charge. Any time a member or patient needs to be transported; the Chief/Officer in Charge shall be notified Immediately. Then the Chief/Officer in Charge can request an additional ambulance from an outside agency.

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<u>POLICY</u>	<u>POLICY NUMBER</u>	<u>EFFECTIVE DATE</u>	<u>REVISION DATE</u>
SEAT BELT WEAR	2024-00011	JANRUARY 1st 2018	FEBRUARY 1st 2024

Policy:

All personnel must be seated and belted whenever the vehicle (either department or personal) is in motion for department business. The driver and/or officer shall ensure by voice and personnel reply that seatbelts are properly fastened. The driver will only proceed when it can be confirmed that all members are seated and belted. The only exception to the use of seatbelts while a vehicle

Is In motion is a situation where a person is providing direct patient care (EMS) and there is no reasonable restraint system available. Utilize progressive discipline system holding the violator and the supervisor responsible to ensure compliance with the seat belt policy, reflecting the serious and potential life-threatening consequences of failure to comply.

Purpose:

To establish a seat belt usage policy with effective disciplinary guidance that applies to all vehicles on department business, including personally owned vehicles.

Scope:

This operational guideline shall be utilized for the safety of all firefighters riding in fire department vehicles.

Procedure:

- Motor vehicle accidents are responsible for nearly a quarter of firefighter injuries each year. Firefighters are being injured and killed in vehicle accidents because they were not wearing seat belts. To manage this exposure in our organization:
 - The driver of any fire department vehicle or apparatus shall be directly responsible for the safe operation of the vehicle.
 - Drivers shall not move fire department vehicles or apparatus until all persons are seated and secured with seat belts in approved riding positions.
 - The company officer/driver of the vehicle shall confirm that all personnel and riders are on-board, with seat belts on, before the vehicle is placed in motion.
 - An officer or acting officer shall assume responsibility for the actions of the driver.
 - State Motor Vehicle Laws require the use of seat belts in all motor vehicles.
 - All persons riding in fire department vehicles or apparatus shall be seated and secured by seat belts or safety harnesses at any time the vehicle is in motion.
 - Riding on tailboards, side steps, running boards, or in any other exposed positions or standing while riding shall be prohibited.
- Authorized exceptions to the seat belt requirement:
- a) Department members are exempt from wearing seat belts while actively performing emergency medical care while the vehicle is in motion.
 - b) When requirements to be seated and restrained with seat belts would jeopardize patient care.
 - c) The driver shall take extraordinary precaution in recognition of the additional danger that exists while driving with unrestrained member(s)
 - d) All persons in the vehicle shall be seated and restrained with seat belts in approved riding positions while the vehicle is in motion.

These shall apply to traveling/operating personally owned/operated vehicle.

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FIREFIGHTER CO READING IN REHAB	2024-00012	JANRUARY 1st 2018	FEBRUARY 1st 2024

Purpose:

Define guidelines in the use of the Massimo RAD 57 during fireground Rehab.

Responsibility:

It shall be the responsibility of all EMT's and First Responders to become familiar and competent with the RAD 57.

Guidelines:

During normal operations of Fireground Rehab the RAD 57 will become part of the vital signs taken:

When a firefighter comes to Rehab his/her blood pressure, pulse and temperature must be taken, in addition we will check a CO reading with the RAD 57.

All findings **MUST** be documented on the Fireground Rehab sheet.

If the firefighter has a positive reading (>12%) and **HAS** other signs and symptoms the firefighter shall be transported immediately on **High Concentration Oxygen via Non-Rebreather Mask**.

If the firefighter has a positive reading (>12%) and **HAS NO** other signs and symptoms, that person should be placed on **High Concentration Oxygen via Non-Rebreather Mask** and the firefighter should be transported, if they do not wish to be transported medical control should be contacted for the RMA.

If the firefighter has a reading less than (12%) and **NO SIGNS OR SYMPTOMS**, He/She shall finish rehab as scheduled and return to work.

SIGNS AND SYMPTOMS: Dizziness, Headache, Nausea, Flushing, Vertigo, Weakness, Unconsciousness, Ataxia, Seizures, Coma, AM

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DEPARTMENT VEHICLE ACCIDENT PROCEDURE	2024-00013	JANRUARY 1st 2018	FEBRUARY 1st 2024

Purpose:

This policy is to ensure that all accidents involving Department vehicles are reviewed thoroughly.

Scope:

It shall be this policy that the Yaphank Fire Department is to always follow to its full extent as possible or practical.

Responsibility:

It is the responsibility of the Chief's Staff and the Line Officers of the Department to implement this procedure. It is the responsibility of the membership to be familiar with and follow this procedure.

Authority:

This policy is written and promulgated under the authority of the By-Laws of the Yaphank Fire Department and the policy and authority of the Chief's Staff of the Yaphank Fire Department.

Policy:

If a Fire Department vehicle is involved in an accident, the driver will have their driving privileges removed by the Chief of the Department. The Apparatus Qualifying Committee and Chief's Staff will meet to determine if the accident was preventable or not. Based on a recommendation from the Committee, it will be determined by the Chief if a suspension should be implemented, and the length of the suspension or if a requalification of the driver is required. A vehicle accident/damage report must be filled out and submitted as your description of the incident.

An accident involving another vehicle or damage to property will need a Police report. Pictures should be taken at accident scene when possible. All injuries must also be reported and written in report. All Accidents must be reported to the Chief as soon as possible. The Chief will then advise the Board of Fire Commissioners.

Drivers Signature: **Date:** _____

OIC Signature: **Date:** _____

Form must be submitted to the Chief of the Department

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HOSE LINE BASICS IN PRIVATE DWELLINGS	2024-00014	JANRUARY 1st 2018	FEBRUARY 1st 2024

Basement Fires:

- a) First line: Through the front door and down to the basement via the interior stairs. If unable to advance into the basement, (due to heavy fire, large number of debris, stairway blocked or sealed off) position hose Line to:
- Protect the interior stairs.
 - Protect ladder companies conducting searches. Extinguish any fire that may extend to the upper floor.
 - The primary consideration for the placement of the first line is through the front door for the protection of the interior stairs. Initially stretching a hose Line through the side door and down to the basement via the interior stairs should only be attempted when:
 - The integrity of the first floor is not endangered.
 - The side door leads directly into the basement and first floor. There is a room on the side of the house to position the line.
 - The time required to position a charged hose Line is weighed against potential fire growth.

b) Second Line:

Standby outside the fire building, as a backup for the 1st due Line. If not needed to back up the 1st due Line, it can be used to extinguish any fire that may extend to the upper floors. If the 1st Line cannot advance down the interior stairs, or no interior access to the basements exists, then the 2nd line must enter the basement via the side or rear entrance. This operation must be coordinated with the unit operating the initial line.

c) Third Line: As ordered by the Incident Command If Needed.

First Floor Fires First Line

- The 1st arriving Engine should consider using 2 hose lines. Units should maintain the front of the fire building for the tower ladder placement. Operate the line on the exterior to prevent auto exposure before entering the building. Wood frame buildings that appear fully involved may only have their exterior siding burning. Consider stretching a 2-½" Line for a faster knock down. Units operating a line to extinguish fire on the exterior of a building should sweep the line across the face of the building, starting at the top, so the water cascades down the exterior. Do not operate the stream directly into the windows.

Taxpayers

Basement Fires

First Engine:

Stretch the first line into the occupancy above the fire to prevent verticals extension. In a building protected by a sprinkler system, if manpower and conditions permit, a second Line shall be stretched to feed the system.

Second Engine:

Supply the sprinkler system if the first Engine was not able to do so. Assist the first Engine with initial line. If the manpower and conditions permit, stretch a line, which may be used for any of the following:

To control the first floor if the first Engine company has advanced into the basement via the interior basement entrance.

Serve as a backup or protection line for the first Engine company.

Stretch into basement via the interior stairs or the outside entrance if the first line must control the first floor.

To employ the use of basement pipes or distributors over the fire.

Store Fires

First Engine:

Stretch the first line into the involved store to protect life and extinguish the fire. In a building protected by sprinkler system, if manpower and conditions permit, a second Line shall be stretched to feed the system.

Second Engine:

Assist the 1st Engine with initial lines. If manpower and conditions permit, stretch a line to back up the 1st Engine company's line. In a building protected by a sprinkler system.

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LIVE FIRE TRAININGS ON YFD GROUNDS	2024-00015	JANRUARY 1st 2018	FEBRUARY 1st 2024

Purpose:

This guideline is to ensure that all Department members are advised that **Live Fire Training** are **NOT** permitted in the Yaphank Fire Department District without a qualified Fire Instructor.

Scope:

It shall be this guideline that the Yaphank Fire Department is to always follow to its full extent when possible and practical. This guideline is to be followed by all companies of the Department.

Responsibility:

It is the responsibility of the Chief's Staff and Line Officers of the Department to implement this guideline. It is the responsibility of the membership to be familiar with and follow these guidelines.

Authority:

This guideline is written and promulgated under the authority of the By-Laws of the Yaphank Fire Department and the policy and authority of the Chief's Staff of the Yaphank Fire Department.

Policy:

At this time **NO DEPARTMENT** member shall use a burn barrel, smoke pot or any other live fire simulator for any training purposes without a **Qualified Live Fire Instructor**. This also includes the use of accelerants or the use of live vehicle fires for training. If at any time Live Fire Training is conducted, NFPA 1403 will be followed to the full extent. Until then all live fire trainings except for drills at the SCFA will cease, without a certified instructor.

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YFD SMOKING POLICY	2024-00016	JANRUARY 1st 2018	FEBRUARY 1st 2024

Purpose:

This policy is to ensure that all Department members are advised that smoking in District Buildings and at emergency incident scenes will not be permitted.

Scope:

It shall be this policy that the Yaphank Fire Department is to always follow to its full extent when possible and practical. This policy is to be followed by all the companies of the Department.

Responsibility:

It is the responsibility of the Chief's Staff and Line Officers of the Department to implement this procedure. It is the responsibility of the membership to be familiar with and follow this procedure.

Authority:

This policy is written and promulgated under the authority of the By-Laws of the Yaphank Fire Department and the policy and authority of the Chief's Staff of the Yaphank Fire Department.

Policy:

At no time will a member be permitted to smoke at emergency scenes, responding to alarms or returning from alarms in department apparatus. Smoking is also prohibited in all District Buildings. Failure to comply with policy could result in disciplinary action.

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DRIVER/ OFFICER RESPONSIBILITY	2024-00017	JANRUARY 1st 2018	FEBRUARY 1st 2024

Driver and Officer Responsibility

The safe operation of an emergency vehicle depends heavily on the competency of the driver and the added resources and directions of the front seat officer. All drivers shall attempt to maintain control of the vehicle that they are operating in such a manner as to provide the maximum level of safety for both their passengers and the public.

Emergency vehicle drivers should be aware that the civilian vehicle operator may not react in the way is expected or felt to be appropriate. An attempt should be made to have options available when passing or overtaking vehicles. If another vehicle operator fails to yield the right of way to an emergency vehicle, the emergency vehicle driver cannot force the right of way, nor can you assume the right of way, therefore you do not have the right of way until the other vehicle yields to you.

Driver Responsibility

- A) Driver of emergency vehicles shall be directly responsibility for the safe and prudent operation of the vehicle under all conditions.
- B) Driver's first responsibility shall be for the safe arrival of the emergency vehicles at the emergency scene.
- C) Driver shall not move emergency vehicles until all personnel on the vehicle are seated and secured with seat belts and in approved riding positions.
- D) During emergency response, drivers of emergency vehicle shall bring the vehicle to a complete stop for any of the following:
 1. When directed by Law Enforcement Officer
 2. Red Traffic Lights
 3. Stop Signs
 4. Negative right-of-way intersection
 5. Blind intersections
 7. Officer shall check map book, run card or computer aided response to assist the

driver in determining the safest and most direct route to the emergency.

8. Officer shall assist the driver in intersections crossing and backing according to specific responsibilities outlined in the intersection and backing policies.

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SAFETY OFFICER PROCEDURE	2024-00018	JANRUARY 1st 2018	FEBRUARY 1st 2024

Overview:

It is the policy of the Yaphank Fire Department to provide the highest level of safety and health for all members. The Department shall make every reasonable effort to provide a safe and healthy work environment, with the goal of the prevention and reduction of accidents, injuries, and occupational illnesses. Appropriate training, supervision, procedures, program support and review shall be provided to achieve specific safety and health objectives in all functions and activities.

Notification & Operation:

A. An Incident Safety Officer should meet the following requirements:

1. Will have the knowledge, skill, and ability to manage incident scene safety.
2. Will have and maintain a knowledge of safety and health hazards involved in emergency operations.
3. Will have and maintain a knowledge of building construction.
4. Will have and maintain a knowledge of the Departments Personnel Accountability System.
5. Will have and maintain knowledge of incident scene rehabilitation.

B. The Incident Safety Officer will have the authority at an emergency incident where activities are judged by the Officer to be unsafe or to involve an imminent hazard, have the authority to alter, suspend, or terminate those activities. The Incident Safety Officer will immediately inform the Incident Commander of any actions taken to correct imminent hazards at the emergency scene.

C. At an emergency incident where an Incident Safety Officer identifies unsafe conditions, operations, or hazards that do not present an imminent danger, the Incident Safety Officer shall take appropriate action through the Incident Commander to mitigate or eliminate the unsafe condition, operation, or hazard at the incident scene.

D. Functions of the Incident Safety Officer will include, but not be limited to:

- 1) Be integrated with the incident management system as a command staff member.
- 2) Shall monitor conditions, activities, and operations to determine whether they fall within the criteria as defined in the Departments risk management plan.
- 3) Will ensure that the Incident Commander establishes an incident scene rehabilitation tactical level management unit during emergency operations.
- 4) Will monitor the scene and report the status of conditions, hazards, and risks to the Incident Commander
- 5) Will ensure that the Departments Personnel Accountability System is being utilized.
- 6) Will obtain the incident action plan from the Incident Commander and will provide the Incident Commander with a risk assessment of incident scene operations.
- 7) Ensure that established safety zones, collapse zones hot zone and other designated hazard areas are communicated to all members present on scene.
- 8) Will evaluate motor vehicle scene traffic hazards and apparatus placement and take appropriate actions to mitigate hazards.
- 9) Monitor radio transmissions and stay alert to transmission barriers that could result in missed, unclear or incomplete communication.
- 10) Survey and evaluate the hazards associated with the designation of a landing zone and interface with helicopters.
- 11) Shall ensure that a Rapid Intervention Team is available and ready for deployment.
- 12) Where a fire has involved a building or buildings, shall advise the Incident Commander of hazards, potential collapse, and any fire extension in such building(s)
- 13) Will evaluate visible smoke, fire conditions, and advise the Incident Commander, tactical level management unit officers and company officers on the potential for flashover, backdraft, blow-up or other fire event that could pose a threat to operating teams.
- 14) Monitor accessibility of entry and egress of structures and the effect it has on the safety of members conducting interior operations.
- 15) Assist with safety management of Hazardous Materials event.

16) YAPHANK FIRE DEPARTMENT

<u>POLICY</u>	<u>POLICY NUMBER</u>	<u>EFFECTIVE DATE</u>	<u>REVISION DATE</u>
PCR CONFIDENTIALITY	2024-00019	JANRUARY 1st 2018	FEBRUARY 1st 2024

Scope

This standard operating procedure (SOP) establishes the disposition of the prehospital care reports (PCR). This SOP applies to all EMT-Ps and EMT's working for the Yaphank Fire District.

Purpose

The PCR is the permanent legal medical record that documents all aspects of prehospital care or refusal of care. The PCR provides pertinent patient information to other health care providers regarding patient presentation and field care provided. In Suffolk County, PCRs also serve as the basis for retrospective quality improvement. The PCR is subject to subpoena and may be used as evidence in litigation within the Suffolk County court system.

Definitions

Transfer of Care Record:

An initial report to be filled out by the First Responder, completed by the transporting paramedic, and signed by the receiving hospital staff at transfer of care on all patients.

Pre-hospital Care Report

A report entered a database by Yaphank Fire District EMS Responders or Yaphank Fire Department EMS Members for each patient that has been treated by an EMS personnel.

Patient Care Record (PCR)

- A patient care record shall be completed on every EMS response made by paramedics (EMT-Ps), Emergency Medical Technicians EMTs), and/or first responders.
- All PCR's must be completed as soon as possible and must be completed by the end of the 24-hour shift.
 - All sections of the PCR will be filled out with appropriate information.
 - A separate PCR must be completed for every patient contact.

- Every agency shall complete a PCR for each patient contact, regardless of which agency provided "first-in" care at the initial contact with the patient, continuing care, or transport.
 - PCR's shall not be noted as "primary" or "secondary".
- The Yaphank Fire District and Yaphank Fire Department will utilize the Yaphank Fire District's electronic PCR data reporting system (ESO), as the official repository of PCR's.
- "Test or Training" PCR's shall be completed for responses which do not result in patient contact. This includes instances where the response was cancelled prior to arrival.
- Complete PCR's shall be filed for every response with a patient contact, including PCR's for patients who sign Refusal Medical Attention (RMA), or No Patient Found (NPF).

PCR Disposition

- After completion of the PCR, the responder will "Print for Signature" to save this iteration of the chart, and so that the completion of the chart is recognized by the County EMS auditing process.
- Paramedics are required to print hard copies of PCRs under the following circumstances:
 - Whenever an RMA is completed. RMA should be signed by ESO and attached to the E-PCR and filed.
- PCR's should be printed for all codes. Strips should also be printed from the patient monitor and transmitted to the Stony Brook University Hospital Medical Control Unit. Once submitted to SBU you will get a printed conformation strip on monitor.
- The EMS Supervisor or Narcotics Agent **MUST** be notified when controlled substances are used and the need for medication restock is needed.
 - The Yaphank Fire District may take disciplinary action, or the EMS Medical Director for alteration or falsification of information on the PCR.
 - Suspension of PCR's may be necessary during disaster/mass casualty operations. That determination can only be made by the Yaphank Fire District Medical Director and must be approved by the EMS Supervisor.

E-PCR

All users utilizing the Yaphank Fire District's ESO E-PCR platform shall adhere to the Yaphank Fire District's Internet Usage Policy and shall sign into the secure system with their username and password. **PCR's may not be e-mailed!!!**

YAPHANK FIRE DEPARTMENT

<u>POLICY</u>	<u>POLICY NUMBER</u>	<u>EFFECTIVE DATE</u>	<u>REVISION DATE</u>
CLASS A (INTERIOR FF) STATUS	2024-00020	JANRUARY 1st 2018	FEBRUARY 1st 2024

Purpose:

This policy is to ensure that all interior Class A structural firefighters are qualified to wear and use an SCBA at all incidents deemed as necessary per Department guidelines.

Scope:

It shall be the policy that the Yaphank Fire Department is to always follow to its full extent possible. This policy is to be followed by all companies of the Department.

Responsibility:

It is the responsibility of the Chief's staff and the Line Officers to implement this procedure. It is the responsibility of the membership to be familiar with and follow this procedure. -

Authority:

This policy is written and promulgated under the by-laws of the Yaphank Fire Department and the policy and authority of the Chief's staff of the Yaphank Fire Department.

Policy:

All Class A Interior Structural Firefighters shall maintain their qualification to wear and use an SCBA. The qualifications are to be adhered to and include the following. All Class A firefighters will be clean shaven and will be fit tested on a yearly basis by the Yaphank Fire District's Annual physical exam. All members **MUST** pass the Yaphank Fire District physical for "Class A Interior" status as per the Yaphank Fire District's policy. Members **MUST** also pass and re-qualify annually on their assigned PES (Personal Escape system) and must complete a mask confidence drill or maze. Class A members must also attend a minimum of 2 LIVE FIRE field training drills at the SCFA (Suffolk County Fire Academy). The "LIVE FIRE" training includes the following: Smokehouse, SCFA Mask Confidence Maze, Class A, Taxpayer, and Multi-story commercial tower. Each member has the calendar year to comply with this policy.

Any member that does not comply with this policy will lose their Class A status within the Department and will be downgraded to a Class B (Exterior FF) until requirements are met.

YAPHANK FIRE DEPARTMENT

<u>POLICY</u>	<u>POLICY NUMBER</u>	<u>EFFECTIVE DATE</u>	<u>REVISION DATE</u>
FIRE ALARM RESPONSE CREW POLICY (FULL CREW VS LIGHT CREW)	2024-00021	JANRUARY 1st 2018	FEBRUARY 1st 2024

Purpose:

This policy is to ensure that all Department members are advised of what consists of a "Light Crew" for Fire Apparatus.

Scope:

It should be this policy that the Yaphank Fire Department is to always follow to its full extent when possible. This policy is to be followed by all companies of the Department.

Responsibility:

It is the responsibility of the Chief's staff and the Line Officers of the Department to implement this procedure. It is the responsibility of the membership to be familiar with and follow this procedure.

Authority:

This policy is written and promulgated under the authority of the by-laws of the Yaphank Fire Department and the policy and authority of the Chief's staff of the Yaphank Fire Department.

Policy:

A Light Crew for an Engine is to consist of Driver, OIC, and 2 SCBA Firefighters. If the apparatus has anything less the apparatus should not respond unless authorized by a Chief or OIC. Apparatus that responds with a "Light Crew" should Advise the Chief or OIC.

"Light Crew" for a Ladder truck for a residential fire is Driver, OIC, and 1 SCBA FF.

YAPHANK FIRE DEPARTMENT

<u>POLICY</u>	<u>POLICY NUMBER</u>	<u>EFFECTIVE DATE</u>	<u>REVISION DATE</u>
SELF CONTAINED BREATHING APPARTUS	2024-00022	JANRUARY 1st 2018	FEBRUARY 1st 2024

PURPOSE

It is the policy of the Yaphank Fire Department that all members expected to respond and function in areas of atmospheric contamination shall be equipped with a self-contained breathing apparatus (SCBA) and trained in its proper use, care, inspection, and maintenance. The purpose of this policy is to ensure members are familiar with the proper use and function of all SCBAs on all apparatus.

POLICY

The intent of the SCBA policy is to allow members to avoid any respiratory contact with products of combustion, superheated gases, toxic products, or other hazardous contaminants.

All members shall use SCBAs when operating in an atmosphere:

- that is contaminated.
- which may suddenly become contaminated.
- which is oxygen deficient.
- which is suspected of being contaminated or oxygen deficient.

Operationally, the situations above describe anyone operating inside a building fire or near areas of fire. It also includes areas:

- where explosion might be likely, including gas leaks and fuel spills.
- where products of combustion are visible in the atmosphere
- where invisible contaminants are suspected to be present or may be.
- released without warning such as Carbon Monoxide or toxic chemical leaks.
- in any confined space, which has not been tested to establish respiratory safety.

In addition to the above, SCBAs shall be worn by all members operating at incidents which have a likelihood of becoming contaminated by products of combustion or other hazardous substances. In these circumstances only, the SCBA may be worn with the facepiece removed. The wearing of SCBAs in these situations provides that it will be immediately available for use if conditions change or if personnel are to enter an area where the use of SCBAs is required. SCBAs should remain on members until the atmosphere is ready for occupants or civilians.

Premature removal of SCBAs must be always avoided. This is particularly significant during overhaul when smoldering materials may produce increased quantities of carbon monoxide and other toxic products. In these cases, SCBAs must be used, or the atmosphere must be changed. The department does not recognize the sampling of air in an overhaul environment as an acceptable cause for SCBA removal.

In routine fire situations, the decision to remove SCBAs shall be made by the Incident Commander based on an evaluation of conditions. Prior to removal, fire areas shall be thoroughly ventilated and, where necessary, continuous ventilation shall be provided. If in doubt about whether an SCBA is appropriate, it should be worn.

When using SCBA, members will have facepieces in place, breathing air from the supply provided. At least two firefighters, both using SCBA will work together and will maintain visual, audible, or physical communications at all times.

Inspection and Maintenance of SCBA

- 1) The regulator of each SCBA is engraved with a factory serial number. Each carbon cylinder has a factory serial number. The facepieces also have a serial number.
- 2) Fire Equipment Operators are accountable for each SCBA on the apparatus assigned.
- 3) Weekly, the SCBA units shall be checked for the following by all company members:
 - i. Proper cylinder pressure
 - ii. Proper number of SCBAs on apparatus
 - iii. Their personal assigned facepiece is clean and in excellent operating condition with voice amplifier (if applicable)
 - iv. Fasteners for tightness on harness

- v. Open cylinder valve fully and check for leaks at the high-pressure hose connection, mainline valve, and bypass valve. Open and close the mainline and bypass valve to check for proper operation. Close all valves finger tight only. (Note pressure difference between cylinder gauge and regulator gauge.)
 - vi. Close the cylinder valve and bleed pressure off with mainline valve. Do not overtighten.
- 4) If any leakage or defect is noted, remove the unit from the apparatus, replace with a spare unit and take the defective unit to the Battalion Chief.
- a. In addition to the previously mentioned items, SCBAs shall be thoroughly inspected each month as part of the apparatus inspection process. The week for this inspection is detailed in SOP 204. During that inspection, the following items will be checked and inspected:
 - i. Check each SCBA unit by donning and breathing rapidly in and out to assure proper airflow and correct operation of regulator valves (i.e., check mainline and bypass.
 - ii. Break the seal of the facepiece to assure that the SCBA will operate in positive pressure.
 - iii. Bleed air pressure from unit and close all valves finger tight. (Bleed off at the mainline valve.)
- 5) Each SCBA will be cleaned and sanitized after each use.
- 6) Only Authorized Yaphank Fire Department members or manufacturer's representative will make repairs to SCBA.
- 7) Repair and preventative maintenance records will be kept on each SCBA and cylinder by fire headquarters. These records will permit the tracking of each unit from the time it is put in service until it is retired.

YAPHANK FIRE DEPARTMENT

<u>POLICY</u>	<u>POLICY NUMBER</u>	<u>EFFECTIVE DATE</u>	<u>REVISION DATE</u>
EMERGENCY RETREAT	2024-00023	JANRUARY 1st 2018	FEBRUARY 1st 2024

Purpose

To establish procedures for immediate retreat (emergency evacuation) of members involved in interior structural firefighting. This procedure shall be used whenever any condition relating to a structure fire indicates that Members within the structure or in the collapse zone are in eminent danger and need to be removed.

Procedure

- A. Retreat signals shall be given by both verbal (radio) and audible (air horn) alerts.
 - i. Verbal: The Incident Commander upon observing an unsafe condition or after being notified by either a Sector Officer or Safety Officer, shall contact Communications and order a retreat.
 - ii. Audible: Upon hearing the radio transmission for retreat, all pump operators will sound the following signal three (3) times with the air horn: Steady ten (10) second blast.
- B. All Members in the structure are to abandon their position and exit the building immediately.
- C. All Members are to retreat to a safe location with his/her crew and wait for accountability roll call. Crew leaders will acknowledge Accountability Officer with:
 - 1. Crew # or Engine # or ID# OK if all personnel are present.
 - 2. Crew # or Engine # or ID # "MISSING NUMBER OF PERSONS" if all personnel are not present.
- D. The Accountability Officer will notify the Incident Commander of the status of the roll call.
 - a. All accounted for will be denoted as an "ALL CREWS ACCOUNTED FOR".
 - b. Any missing member will be denoted as "NUMBER OF PERSONS MISSING" and an immediate search will be initiated.
- E. After the "ALL CREWS ACCOUNTED FOR" has been announced the Incident Commander may reassign crews.
- F. Upon hearing a MAYDAY transmission, all radio users not involved in **MAYDAY** will cease transmitting until the Incident Commander lifts the restriction.
- G. Any firefighter that requires emergency assistance and is radio equipped shall, follow MAYDAY Procedures.
- H. Any member that requires emergency assistance and is not radio equipped shall activate his/her PASS device to the "ON" position and wait for assistance.

YAPHANK FIRE DEPARTMENT

<u>POLICY</u>	<u>POLICY NUMBER</u>	<u>EFFECTIVE DATE</u>	<u>REVISION DATE</u>
PERSONEL ACCOUNTABILITY SYSTEM	2024-00024	JANRUARY 1st 2018	FEBRUARY 1st 2024

Purpose:

This policy was developed to establish and document the implementation and use of the Personnel Accountability System for the Yaphank Fire Department.

Scope:

It shall be this policy that the Yaphank Fire Department is to always follow to its full extent when possible. This policy is to be followed by all companies of the Department.

Responsibility:

It is the responsibility of the Chief's staff and the Line Officers of the Department to implement this procedure. It is the responsibility of the membership to be familiar with and follow this procedure.

Authority:

This policy is written and promulgated under the authority of the by-laws of the Yaphank Fire Department and the policy and authority of the Chief's staff of the Yaphank Fire Department. It is also written to meet the intent of the NFPA standards for ICS and 1500 Firefighter Safety and Health.

Policy:

This best practice establishes a program to account for the identity of each member on the Fire Ground whether interior or exterior.

- A. Each member of the department will be issued two (2) accountability tags. These tags will be embossed with Yaphank FD, the members name, photo, and badge number.
- B. Interior Firefighters and Exterior FF will have badge number tags and Probationary members will be issued orange name tags.
- C. Company Captain's should ensure all members are issued tags.
- D. All members will keep badge number tags attached to their turnout gear when not in use.
- E. All fire apparatus will have an assigned accountability board which lists riding positions and assigned portable radio identifiers.

F. Each member should clip one accountability tag to their assignment on the vehicle board and take the assigned radio. The purpose of the assigned radio is to identify the person and riding position of the member in the event the radio emergency button on the radio is activated.

G. The accountability tags should be handed to the officer of the truck.

H. This will be the responsibility of the Officer in Charge (OIC) of the vehicle to ensure compliance.

I. Upon arrival on the scene the officer of the apparatus should report to the command and hand in the accountability board.

J. All members arriving at the scene of an alarm from other than district / department vehicles should report to the incident commander (IC). Upon receiving instructions from the IC, he/she should surrender all badge number tags to the IC.

K. When the initial IC is relieved by a superior officer and becomes an operating officer, he/she should surrender any accountability boards in his possession to the new IC.

L. It is the responsibility of all members to use their best efforts to comply with this best practice. Chief Officers, company officers, incident safety officers and acting officers retain the authority for enforcement.

YAPHANK FIRE DEPARTMENT

<u>POLICY</u>	<u>POLICY NUMBER</u>	<u>EFFECTIVE DATE</u>	<u>REVISION DATE</u>
CRIME SCENE OPERATIONS	2024-00025	JANRUARY 1st 2018	FEBRUARY 1st 2024

Purpose:

Define Procedures for the Yaphank Fire Department in the event of a Crime Scene.

Crime Scene:

Any location at which evidence of a crime or suspected crime is found including, but not limited to, homicide, suicide, sexual assault, vehicle pedestrian accident, or other MVA's involving serious injury or death. Any location at which a diseased is found is to be considered a crime scene until otherwise designated by the proper authority.

The primary responsibility of EMS personnel operating at a crime Scene or suspected crime Scene is to render proper emergency medical care to those persons in need of such care. Patient care shall not be compromised to protect the crime scene or evidence. However, every attempt should be made NOT to disturb any physical evidence at the scene if possible. EMS providers should be aware of the responsibilities of other agencies operating at crime scenes. The actions and observations of EMS providers at crime scenes are frequently an important part of court testimony, requiring accurate documentation at the time of the incident.

After evaluating the scene for potential hazards, the following steps should be taken:

- 1) Consider the entire location as being involved in the crime scene.
- 2) Upon entering or leaving the scene, use a single path of travel if possible and have all personnel entering or leaving the scene use the same path.
- 3) Limit the number of EMS providers entering the scene to only those necessary to evaluate, treat and/or remove patients. All non-essential EMS providers are to remain outside the crime scene.
- 4) If a presumptive diagnosis of obvious death is made, refrain from otherwise moving or disturbing the victim's remains.
- 5) Refrain from using sinks, toilets, or telephones within the immediate area of the crime scene.
- 6) Refrain from using sinks, toilets, or telephones within the immediate area of the crime scene.

7) **YAPHANK FIRE DEPARTMENT**

<u>POLICY</u>	<u>POLICY NUMBER</u>	<u>EFFECTIVE DATE</u>	<u>REVISION DATE</u>
UNATTENDED DEATH	2024-00026	JANRUARY 1st 2018	FEBRUARY 1st 2024

Purpose:

Define procedures for the Yaphank Fire Department in the event of Unattended Deaths.

Responsibility:

It shall be the responsibility of each member of the Yaphank Fire Department to be familiar with and follow this policy to the extent possible and practical.

Policy/Procedure:

Any location at which a cardiac arrest victim is found, and where there are no family members or witnesses present, is to be considered a crime scene until otherwise designated by proper authority. If the Suffolk County Police Department is not present at the scene of a cardiac arrest upon arrival of the first arriving EMS unit, a sector car response must be requested before the EMS unit transports the patient or leaves the scene following a determination that pre-hospital care and transport are not required.

DO NOT DELAY transport if the Suffolk County Police Department is not on the scene.

In cardiac arrest situations, certified EMS providers are obligated to perform CPR or other prescribed resuscitative measures, unless a **VALID** New York State "DO NOT RESUSCITATE"(DNR) form is presented, or there are signs of obvious death present.

YAPHANK FIRE DEPARTMENT

<u>POLICY</u>	<u>POLICY NUMBER</u>	<u>EFFECTIVE DATE</u>	<u>REVISION DATE</u>
AMBULANCE DRIVER	2024-00027	JANRUARY 1st 2018	FEBRUARY 1st 2024

Purpose:

This procedure was established to provide guidelines to members who have and will become drivers of the ambulance.

Responsibility:

It shall be the responsibility of **ALL** drivers to carry this procedure out to the full extent possible and practical.

Policy/Procedure:

This policy was designed to set a standard for all drivers of the Yaphank Fire Department Ambulance. Responsibilities include but are not limited to Driving the Ambulance to and from the scene as well as the Hospital in a manner consistent with NYS Vehicle and Traffic Laws. All drivers must be able to identify and locate equipment. All drivers will be versed in the use of the stretcher and stair chair operations.

YAPHANK FIRE DEPARTMENT

<u>POLICY</u>	<u>POLICY NUMBER</u>	<u>EFFECTIVE DATE</u>	<u>REVISION DATE</u>
AMBULANCE AID	2024-00028	JANRUARY 1st 2018	FEBRUARY 1st 2024

Purpose:

This procedure was established to provide guidelines to members who have and will become Aides of the Ambulance.

Responsibility:

It shall be the responsibility of all Aides to carry out this procedure to the extent possible and practical.

Policy/Procedure:

This policy was designed to set a standard for all Aides of the Yaphank Fire Department Ambulance. It shall be the responsibility of each Aide to become familiar with all requirements. Aide should be able to complete the following:

- Be able to identify and locate the equipment.
- Must have a basic understanding for what each device is used for and be able to assist with the application.
- Be able to obtain a blood pressure.
- Hold a Current CPR certification.
- Must be in serviced on both the Zoll and Physio Control defibrillators.
- Must be competent in stretcher and stair operations.
- Must be able to give a hospital presentation.

YAPHANK FIRE DEPARTMENT

<u>POLICY</u>	<u>POLICY NUMBER</u>	<u>EFFECTIVE DATE</u>	<u>REVISION DATE</u>
PATIENT ACCESS	2024-00029	JANRUARY 1st 2018	FEBRUARY 1st 2024

Purpose:

Define the procedure for situations in which you are unable to locate or gain access to a patient.

Responsibility:

It shall be the responsibility of the members of Yaphank Fire Department to become familiar with and carry out to the full extent possible and practical.

Policy/Procedure:

If you arrive at a reported scene of a medical emergency and are unable to locate or gain access to the patient, take the following actions:

1. Confirm, through FRES, that you have the correct address.
2. Confirm, through FRES, that a telephone call back was made to verify the alarm location.
3. Sound the siren/horn for fifteen (15) seconds intervals for no less than one (1) minute.
4. Confirm, or if necessary, request the Police Department response to the scene.
5. You must confirm that the patient is in a secured building/area or in a locked or inaccessible private residence before forcible entry is attempted.
6. If you are unable to confirm that the patient is present in a secured, locked, or inaccessible location, the Police Department is to assume responsibility for a forcible entry decision.
7. If the call is determined to be unfounded, a PCR must be completed with all actions taken at the scene documented and all times noted

YAPHANK FIRE DEPARTMENT

<u>POLICY</u>	<u>POLICY NUMBER</u>	<u>EFFECTIVE DATE</u>	<u>REVISION DATE</u>
UNDER CONTROL RESPONSE	2024-00030	JANRUARY 1st 2018	FEBRUARY 1st 2024

Purpose:

This guideline was established to define apparatus response when the IC transmits under control (signal 4) for a particular incident.

Responsibility:

It shall be the responsibility of all Department personnel to carry out this guideline to the full extent possible and practical.

Guideline:

When the chief or chief officer transmits the situation is **UNDER CONTROL (Signal 4)** for a particular incident all apparatus will respond to the scene in the following manner: If a piece of apparatus has not transmitted an "En Route" they will stay in quarters and not respond.

Apparatus already en-route to an alarm and the chief or chief officer transmits the situation **UNDER CONTROL (Signal 4)** then all apparatus will continue into the incident but will reduce their speed to resemble flow of traffic, keeping emergency lights on and utilizing sirens only when necessary.

YAPHANK FIRE DEPARTMENT

<u>POLICY</u>	<u>POLICY NUMBER</u>	<u>EFFECTIVE DATE</u>	<u>REVISION DATE</u>
DRIVER AND OFFICER	2024-00031	JANRUARY 1st 2018	FEBRUARY 1st 2024

Purpose:

The safe operation of an emergency vehicle depends heavily on the competency of the driver and the added resources and direction of the front seat chief or chief officer. All drivers shall attempt to maintain control of the vehicle that they are operating in such a manner as to provide the maximum level of safety for both their passengers and the public. Emergency vehicle drivers should be aware that the civilian vehicle operators may not react in the way are expected or felt to be appropriate. An attempt should be made to have options available when passing or overtaking vehicles. If another vehicle operator fails to yield the right of way to an emergency vehicle, the emergency vehicle driver can Not force the right of way, nor can you assume the right of way, therefore you do not have the right of way until the other vehicle yields to you.

Driver Responsibility

- A. The driver of emergency vehicles shall be directly responsible for the safe and prudent operation of the vehicle under all conditions.
- B. Drivers' priority shall be for the safe arrival of the emergency vehicle at the emergency scene.
- C. Drivers shall not move emergency vehicles until all personnel in the vehicle are.
- D. seated and secured with seat belts and in approved riding positions.

- E. During the emergency response, drivers of emergency vehicles shall bring the vehicle to a **COMPLETE STOP** for any of the following:
- 1) When directed by Law Enforcement Officer
 - 2) Red traffic lights
 - 3) Stop signs.
 - 4) Negative right of way intersections
 - 5) Blind intersections
 - 6) Officer shall check map book, navigation, run cards or computer aided response to assist the driver in determining the safest and most direct route to the emergency scene.
 - 7) Officers shall assist the driver in intersections crossing and backing according to specific responsibilities outlined in the intersection and backing policies.

YAPHANK FIRE DEPARTMENT

<u>POLICY</u>	<u>POLICY NUMBER</u>	<u>EFFECTIVE DATE</u>	<u>REVISION DATE</u>
SAFETY VESTS	2024-00032	JANRUARY 1st 2018	FEBRUARY 1st 2024

Purpose:

The purpose of this policy is to describe the required personal protective apparel to be worn by Yaphank Fire Department members when working at an incident that places the member in or near moving traffic. Incidents such as vehicle collisions/injury crashes, extrications, fluid spills, dangerous conditions, and vehicle fires are typical situations where this policy is applicable.

Background

For incidents where exposure to moving traffic is present for all personnel working on foot, this Department policy can be summarized in the statement. **"If your feet are on the street. your Vest is on your Chest"!!** Conforming to this policy places the member in compliance with the Federal Law 23 CFR Part 634 and the applicable provisions of the Federal Highway Administration's Manual on Uniform Traffic Devices (MUTCD).

Procedure:

Specifically, when the nature of the incident requires members to work in or near moving traffic, the following personal protective apparel shall be worn:

- Department issued Bunker gear or EMS gear with helmet.
- ANSI 107-compliant Class II vests, Class III Highway Safety garment, or ANSI 207 Public Safety Vest
- Protective Footwear

If a member prefers to wear a structural turnout coat due to inclement weather, i.e. rain, cold, etc., or is required to wear structural turnout gear due to duties assigned at the incident scene, the ANSI highway safety vest must be donned **OVER THE TURNOUT COAT.**

YAPHANK FIRE DEPARTMENT

<u>POLICY</u>	<u>POLICY NUMBER</u>	<u>EFFECTIVE DATE</u>	<u>REVISION DATE</u>
DRIVER REQUIREMENTS	2024-00033	JANRUARY 1st 2018	FEBRUARY 1st 2024

Driver Operation Requirements:

- 1) Must be 21 and older to drive Department Vehicles
- 2) Must have a valid NYS Driver's License
- 3) Must have a **minimum of** 20 hours total (**minimum of** 10 hours driving, **minimum of** 10 hours pumping) time on E7/E5/E9/L10
- 4) Must have a **minimum of** 10 hours total on R15. Also, to properly operate the various systems on the truck.
- 5) Must have a **minimum of** 10 hours total on either FP11, A16 or A17, with additional 10 HOT calls **minimum** (responding to alarms with a qualified driver)
- 6) Must be cleared by the Department Physician to drive the apparatus.
- 7) Must take the VFIS EVOC course or SCFA EVOC course.
- 8) Must have taken the pump operator/ladder course.

Operation of Vehicle:

- 1) All members must be seated and wear seat belts.
- 2) Drivers and Officers window shall be down at least halfway to hear other approaching apparatus.
- 3) Vehicle will not be operated no faster than 10 mph over the posted speed limit.
- 4) Vehicle will go the posted speed limit in **ALL SCHOOL ZONES**
- 5) When approaching railroad crossings the driver will stop the vehicle, shut down all audible sirens and check both directions of the tracks then proceed.
- 6) When responding to a true emergency the vehicle operator will have lights and sirens on

- 7) While responding in an ambulance the patient's condition will dictate the use of lights and sirens
- 8) Before moving any vehicle, the operator will make sure the surrounding vehicle is clear and that all doors are closed, and the equipment is secured.
- 9) Vehicles will operate at a reduced speed during inclement weather, wet roads, icy roads, and foggy conditions.
- 10) Members will adhere to all NYS VTL (vehicle traffic laws) rules and regulations.
- 11) Members will not exceed the posted speed limit, pass a stopped school bus, go around any railroad crossing and will not go into opposing lanes of traffic.
- 12) Members will stop at all red lights and will wait for the normal right of way.

DRIVERS TRAINING PROGRAM

- 1) The Driver Training Program has been established to ensure that all new drivers of the Yaphank Fire Department have been adequately trained and are certified to operate the apparatus and to perform those operations in a safe and proficient manner.
- 2) The Chief Of Department will appoint a chairman for the Drivers Training Committee. The Fire Chief, along with the committee chairman, will appoint a drivers training committee. The committee shall be made up of a minimum of (3) members of the department. All members of the committee must be qualified emergency drivers on all apparatus. Any member that is a qualified emergency driver on that apparatus may take a potential driver out on (behind the wheel) training.

Note: Any driver taking a trainee out must be a qualified driver for at least one year, and be seated in the right front seat.

- 3) All members that participate in the Driver Training Program will be required to successfully complete all sessions of the program and pass any or all written, oral and practical tests given for each piece of apparatus. If any particular section or sections are not successfully completed that member **WILL NOT** move on to the next piece of apparatus until he/she has done so.
- 4) Each member in drivers training will have an individual progress form (driver training program) that will be kept in his/her personal possession or in their company officers office. This form is the trainee's responsibility to present and have the required areas signed and dated by the qualified member doing that particular training. This form will reflect the members' progress in each section. ***If any forms are lost or misplaced, the trainee will have to start from the beginning.***

After a member successfully completes all sections for a particular piece of apparatus, he/she must be approved by the Chief Of The Department before being qualified as a driver.

- 5) If a member does not meet the requirements to become qualified, that member will be notified in writing of the areas where he/she is deficient, and the corrective actions that need to be taken. The trainee will not be allowed to drive until these provisions have been met.
- 6) After a member becomes a driver, he/she must always drive and operate the apparatus in a safe and proficient manner. If at any time the new driver displays any unsafe or inefficient actions, that member shall be removed from the drivers list until the Chief Of Department feels the member is proficient enough to be reinstated. This may include repeating sections where the member is deficient or all of the Drivers Training Program.
- 7) Before any member begins the Driver Training Program, he/she must meet the following requirements:
 - a. HE/SHE MUST BE APPROVED BY THE CHIEF OF DEPARTMENT OF THE YAPHANK FIRE DEPARTMENT.
 - b. HE/SHE MUST BE 21 YEARS OF AGE TO BEGIN THE DRIVERS TRAINING PROGRAM.
 - c. HE/SHE MUST HAVE COMPLETED HIS/HER PROBATIONARY MEMBERSHIP PERIOD.
 - d. HE/SHE MUST BE AN ACTIVE MEMBER OF THE DEPARTMENT FOR AT LEAST ONE YEAR.
 - e. HE/SHE MUST HAVE A NYS DRIVERS LICENSE
 - f. HE/SHE MUST HAVE COMPLETE THE SCFA EVOC/VFIS COURSE BEFORE THEIR FINAL EXAMINATION FOR QUALIFICATION.

NOTE: THE DRIVER TRAINING COMMITTEE DETERMINES EQUIVALENT COURSES FOR THE DRIVER TRAINEE TO TAKE.

- g. HE/SHE MUST BEGIN DRIVERS TRAINING ON THE AMBULANCES. ONCE THAT IS COMPLETE, THEY MAY MOVE ON TO E-5/E-9, E-7, R-15, L-10 IN THIS ORDER.
 - h. IF HE/SHE WISHES TO COMPLETE QUALIFICATION ON THE BRUSH TRUCKS, HE/SHE MUST BEGIN ON B-3.
 - i. IF HE/SHE WISHES TO DRIVE (E-4, T-8,B-6) HE/SHE MUST BE APPROVED BY THE CHIEF OF DEPARTMENT AND POSSESS A NYS CDL LICENSE WITH NO AUTOMATIC RESTRICTIONS.
 - j. ANY DRIVER THAT WISHES TO DRIVE ANY EQUIPMENT OUTSIDE OF THEIR EXPERIENCE WILL BE REQUIRED TO HAVE TRAINING ON THE EQUIPMENT THEY WISH TO DRIVE.
8. Once a member has been approved to begin the Drivers Training Program, he/she will be required to successfully complete the Drivers Training Record that has been issued.

Note: A Drivers Training Record will be filled out for each piece of apparatus.

9. While completing the “hands on” section of this program, the following guidelines are to be adhered to while performing the “behind the wheel” training.

Note: It is the driver trainees responsibility to schedule time with a qualified driver for “behind the wheel” training and the Training Committee and/or a qualified driver for the “hands on” training.

- a. THE TRAINEE MUST FIRST DRIVE THE APPARATUS HE/SHE IS TRAINING ON WITH ANY QUALIFIED DRIVER OF THAT APPARATUS.
- b. **THE TRAINEE AND/OR QUALIFIED DRIVER SHALL NOTIFY THE CHIEFS OFFICE PRIOR TO TAKING APPARATUS OUT FOR APPROVAL.**
- c. **THE MEMBER MAY ONLY DRIVE THE APPARATUS WITH A QUALIFIED DRIVER (OF 1 YEAR) ON THAT PARTICULAR APPARATUS.**
- d. THE APPARATUS WILL BE PLACED OUT OF SERVICE WHILE OUT, UNLESS THERE IS AN ADEQUATE CREW ON BOARD. (ADEQUATE CREW: DRIVER, OIC AND TWO FIREFIGHTERS IN THE BACK.)
- e. THE APPARATUS SHALL NOT BE DRIVEN OFF THE HARD SURFACE ROADWAY.
- f. **THE APPARATUS SHALL BE REFUELED AFTER EACH USE.**
- g. ABSOLUTELY NO DRIVERS TRAINING IN INCLEMENT WEATHER OR RUSH HOUR TRAFFIC.
- h. ALL DRIVERS TRAINING MUST BE LOGGED ON THE DRIVERS TRAINING RECORD AND SIGNED.
- i. AFTER EACH TIME OUT, THE TIRES AND FENDER WELLS SHALL BE WASHED AND IF NECESSARY, THE ENTIRE APPARATUS SHALL BE WASHED.
- j. A TRAINEE MAY NOT BE TAKEN OUT FOR DRIVERS TRAINING BY A IMMEDIATE FAMILY MEMBER

DRIVER TRAINING RECORD

NAME	UNIT NUMBER
DATE TRAINING STARTED DATE	TRAINING COMPLETED

ABSOLUTELY NO DRIVERS TRAINING IN INCLEMENT WEATHER OR RUSH HOUR TRAFFIC.

TRAINERS INITIALS

_____ Individuals know the year, make, model, weight, brake type, pump capacity, tank size, generator size, what type of fuel the apparatus and generator use.

_____ Individual knows the operations of instrument panel switches and gauges.

_____ Individual knows the number of attack lines, the size and length of each attack line, type of nozzle on each line, size of supply lines and length of supply lines.

_____ Individual knows the number of ground ladders and length of each ladder.

_____ Individual knows where all the equipment is placed and how to use each piece of equipment.

_____ Individual has drafted with ENGINE-21 and ENGINE-23 where applicable.

_____ Individual has pumped attack lines and supply lines.

_____ Individual has set up a dump tank and has participated in a tanker shuttle evolution.

_____ Individual knows normal pump shift operations.

NOTE: If the apparatus has a manual pump shift, individuals will explain how to operate it.

_____ Individual knows how to complete a straight lay, split lay, and reverse lay.

_____ Individual has completed mileage quotas on the back of this form.

MILEAGE FORM

75 MILES ON FIRST DUE ROADS (25 MILES AFTER DARK)

NOTE: THESE ARE OPEN ROADS SUCH AS HIGHWAYS ETC.

Trainers Initials/Date	Beginning Mileage	Ending Mileage
------------------------	-------------------	----------------

_____	_____	_____
_____	_____	_____
_____	_____	_____

30 MILES ON SUBDIVISION ROADS (15 MILES AFTER DARK)

Trainers Initials/Date	Beginning Mileage	Ending Mileage
------------------------	-------------------	----------------

_____	_____	_____
_____	_____	_____
_____	_____	_____

THIS INDIVIDUAL HAS SUCCESSFULLY COMPLETED ALL THE REQUIRED TRAINING AND IS RELEASED TO OPERATE THIS PIECE OF APPARATUS UNDER THE PROCEDURES AND GUIDELINES SET FORTH BY THE MECHANICSVILLE VOLUNTEER FIRE DEPARTMENT.

TRAINEE COMMITTEE CHAIRMAN _____

DATE _____

CHIEF OF DEPARTMENT _____

DATE _____

YAPHANK FIRE DEPARTMENT

<u>POLICY</u>	<u>POLICY NUMBER</u>	<u>EFFECTIVE DATE</u>	<u>REVISION DATE</u>
PERSONEL ESCAPE SYSTEM	2024-00034	JANRUARY 1st 2018	FEBRUARY 1st 2024

PURPOSE

- To provide personnel with guidelines for the use of the Personal Escape System (PES) for emergency egress (bailout). In addition, this will provide instructions for post-PES deployment procedures and the care/maintenance of PES equipment.

SCOPE

- This policy shall apply to all Yaphank Fire Department personnel.

AUTHORITY

- The fire chief authorizes the information within this policy.

PURPOSE

- Establishes the Yaphank Fire Department policy and procedures regarding the mandatory use of the Emergency Escape and Self-Rescue System.
- Defines the department and Interior qualified members in the use and training of the Emergency Escape and Self-Rescue System.
- Defines the department responsibility in the maintenance, repair and replacement of the Emergency Escape and Self-Rescue System and its components.
- Effective date January 1, 2010

POLICY

- In the event an Interior Firefighter becomes trapped by an uncontrolled emergency such as a rapid-fire advance, the use of the Emergency Escape and Self-Rescue System should enable the firefighter to utilize a non-conventional opening, such as a window to escape the emergency.
- It is mandatory that all interior firefighters operating in a structure will be equipped with an Emergency Escape and Self-Rescue System.
- It is mandatory that all Interior Firefighters be trained by a qualified instructor on an annual basis on the use of the Emergency Escape and Self-Rescue System.
- In a structure with a maximum elevation of 3 stories or less the interior firefighters Emergency Escape and Self-Rescue System will consist of (1) Class I Life Safety Harness, 30 ft of Escape Rope, (1) general use carabiner (as defined by NFPA 1983), and one Portable anchoring device meeting NFPA 1983 standards.
- The actual system you employ will be determined by the Risk Assessment results for your response areas.
- The Emergency Escape and Self Rescue system will be affixed to the Class I Harness.

PURPOSE

A. Personal Escape System (PES) Use

- 1) The PES is an SDFD approved National Fire Protection Association (NFPA) compliant rope system that provides rapid emergency egress from above ground areas.
- 2) The PES is only to be used for emergency egress in situations when conditions such as the following exist:
 - a. Firefighter is cutoff from other means of egress (stairs, fire escapes, ladders, etc.) and conditions warrant an emergency bailout via PES.
 - b. Firefighter is low on air and unable to locate a normal means of egress.
 - c. Firefighter is low on air and to exit the structure would require the firefighter to go back into the IDLH.
 - d. Fire conditions are deteriorating with no sign of control and emergency egress is necessary.

There are many other conditions where an emergency bailout should be used. It is ultimately the decision of the firefighter in distress to bailout when they feel death or injury could occur if not used to escape.

B. Wearing of PES

1. The PES is part of the structural personal protective equipment (PPE) turnout ensemble. It consists of the following department issued equipment:
 - a) Class 1 harness belt
 - b) Bag with 30' of rope
 - c) Descending device
 - d) Hook
 - e) Self-locking carabineer
 - f) Pigtail belt to bag system attachment
2. When wearing structural PPE, the PES shall be properly hooked into the harness belt and in the always ready-to-deploy mode.
3. The PES shall only be disconnected from the belt/harness and the PES system bag removed from the structural PPE ensemble, when the firefighter is properly relieved. The PES system bag must be turned over to the oncoming personnel.
4. The entire PES system is subject to existing structural PPE policies and is not to be altered or modified in any way. The PES will be accounted for and surveyed for general serviceability by the respective battalion chief during annual PPE inspections.
5. The PES is to be worn anytime turnouts are donned.

2) PES Training

- a) Initial training: All personnel who are eligible to work in operations (including straight day personnel) will receive initial PES certification training
- b) Annual training: All personnel who are eligible to work in operations (including straight day personnel) must show proficiency annually and complete refresher training to remain eligible to work in operations.
- c) Chiefs may arrange for PES refresher training. All practice PES deployments will be performed utilizing training PES gear under the supervision of a PES instructor.
- d) A department approved belay system must be used during any above ground PES training.
- e) Frontline PES bags shall not be used for practice deployments in any manner where the

systems will be loaded with the weight of the user.

3) PES Deployment Procedures

- a. Follow the SDFD mayday policy and call a mayday.
- b. Isolate space and control flow path by closing doors between the escaping firefighter(s) and fire.
- c. Firefighter opens or clears window of glass. If possible, provide chafe protection for escape rope.
- d. Firefighter selects an anchor (remote or sill), deploys the PES and bails out.

4) Post PES Deployment Procedures

- a) Once firefighter(s) are safe from the bailout, immediately notify the incident commander.
- b) Upon return to quarters, all of the deployed PES equipment needs to be inspected for damage.
- c) The deployed PES is out of service until the rope officer inspects the rope. Contact Logistics or the battalion chief for a replacement PES.

5) Care and Maintenance of PES

- a) Personnel will inspect the system quarterly, after exposure to heat (interior fire attack operations), or any other suspected damage. Battalion chiefs will inspect the systems during PPE inspection.
- b) All of the PES components can be washed.
- c) Use lukewarm water only to wash the PES components. Do not use detergent or extractor chemicals.
- d) Always dry out any wet or damp PES component before repacking.
- e) Air dry the rope out of direct sunlight as UV rays will damage the rope.

YAPHANK FIRE DEPARTMENT

<u>POLICY</u>	<u>POLICY NUMBER</u>	<u>EFFECTIVE DATE</u>	<u>REVISION DATE</u>
AERIAL LADDERS	2024-00035	JANRUARY 1st 2018	FEBRUARY 1st 2024

Purpose:

- To establish a guideline for operation of Ladder 10. At an incident where an aerial ladder operation is required, the members operating this apparatus need to be aware of its advantages and limitations.

Aerial Operations

- Ladder 10 is a 2001 Pierce Dash ladder truck with a 95-foot aerial, ground ladders and salvage equipment.

Aerial Training

- Personnel shall not operate or drive aerial apparatus until they have been trained. Training shall include all aspects of aerial operations and be done in accordance with the manufacturer's recommendations, and YFD drivers training policy. We recognize these practices by *NFPA 1002: Fire Department Vehicle Driver/Operator Professional Qualifications*.

Aerial Fireground Operations

- The primary responsibility of the truck company is rescue, followed closely by forcible entry, ventilation, salvage and other support services.
- It is recommended that a crew of three be on the aerial truck before it leaves the station.
- The Incident Commander shall notify the aerial truck as to where the apparatus is needed.
- If the aerial truck is not needed for ladder work, the driver shall park it safely out of the way of fireground operations but close enough to use the hand tools if needed. The crew shall remain with the truck and await orders.
- When the aerial truck is needed for ladder operations, the driver shall position the apparatus in a safe manner away from hazards such as unstable ground, power lines, trees, and other obstructions.
- Members assigned to interior operations (i.e., ventilation, entry, search and rescue, and salvage) shall bring necessary tools with them.

Aerial Safety

- The parking brake and wheel chocks both in front and behind the rear tires shall be always used when the aerial truck is parked, or in use at the fireground. In addition, the all-wheel brake shall be used when using the aerial.
- The manually operated outrigger jacks shall be always used when the aerial ladder is used. Jack pads shall be always used.
- Safety belts shall be always worn by all persons while working on the aerial ladder.
- Protective clothing and equipment shall be used whenever there is any possibility of encountering a hazardous condition.
- Ladder locks shall be always used.
- The ladder fly shall not be extended or retracted with any persons on it.
- Maximum stability shall be maintained by adhering to recommended loads, angles, and extensions posted on the pedestal control panel, inclinometer and manufacturer's recommendations.
- The aerial ladder should not be operated perpendicular (90° angle) to the main axis of the truck. The safest operation is to position the aerial directly in line with the truck. A 15° minimum angle with the building should be maintained. This doubles the effective width of the base of the truck.
- There shall be always an operator at the pedestal controls during ladder operations.
- If possible, the aerial should only be raised when a spotter is available to watch for obstructions from the ground.
- The normal sequence of raising the ladder is:
 - Elevate
 - Rotate
 - Extend
- If there is a supporting surface at the fly end, the aerial should be positioned 2" to 6" above the surface. The greater clearance is for low elevation and long extension.

10.5 Ladder pipe

- Ladder 1 has a pre-piped bed ladder pipe and a ladder pipe that can be mounted on the Fly section of the ladder. The bed ladder pipe has a fog nozzle that adjusts flow (300 to 1,000 gpm) to nozzle pressure. The Ladder Pipe for the Fly section has one 2½" inlet. It has 1¼", 1½" and 1¾" solid stream stacked tips. It is supplied by 100' of 3" hose.
- The following are the flows for the fog nozzle mounted on the bed ladder:

Flow (gpm)	Pressure at Base (psi)
300	105
500	110
750	120
1,000	135

- The following are the flows for the solid stream and fog tips for the ladder pipe mounted on the Fly section:

Tip Size (in)	Pressure (psi)	Flow (gpm)
1¼	80	400
1½	80	600
1¾	80	800

- The following are safety precautions for ladder pipe (nozzle) operation:
- Normal operation is to use the bed ladder pipe operated from the control pedestal and control lines for operating the fly ladder pipe.
- The ladder pipe should be operated at right angles to the ladder rungs.
- Any change in direction sideways should be accomplished by rotating the turntable at a very slow speed.
- Hose lines for the fly ladder pipe must be in the center of the ladder, supported by the rungs and attached with rope hose tools.
- Move the nozzle up and down slowly without jerking.
- Ladder pipe load with ladder pipe mounted on top section is limited to approximately 400 pounds nozzle reaction. This is equivalent to a 1¾" tip at 90 psi.
- The following chart shows the safe loading and reach for the 100 ft, 4 section Maxim aerial ladder.
- The following table shows the maximum extension for various loadings.

Angle (degrees)	Maximum Extension (feet)		
	Water tower operation with one person and 600 gpm at top	Unsupported operation with two people on top section.	Supported operation with four people distributed and hose line.
80	80	100	100
70	77	100	100
60	67	80	100
50	56	63	93
40	48	54	76
30	43	48	70
20		44	65
10		43	62
0		42	61

11. Annual Service Tests

- Annual service tests of aerial ladder on Ladder 10 shall be performed in accordance with NFPA 1914: *Testing Fire Department Aerial Devices*. The apparatus team is responsible for conducting the annual pump tests and arranging for the aerial ladder test.

YAPHANK FIRE DEPARTMENT

<u>POLICY</u>	<u>POLICY NUMBER</u>	<u>EFFECTIVE DATE</u>	<u>REVISION DATE</u>
GROUND LADDERS	2024-00036	JANRUARY 1st 2018	FEBRUARY 1st 2024

Purpose:

This guideline provides the Yaphank Fire Department’s approach to the deployment and use of ladders.

Scope:

This procedure applies to all members of the Yaphank Fire Department.

Guideline:

Ladder placement can facilitate fireground operations including rescue, access to upper floors/roof, ventilation, emergency egress, and above ground-level hose lines. Ground ladder operations should begin with proper ladder selection. YFD uses the 10’ attic, 14’ and 16’ roof, 14’ extension, 24’ extension, one three-section 35’, and one 5 section 92’ aerial device. All personnel must know the capabilities and limitations of ground ladders and the aerial ladder that will be used on the fireground.

Operational Guidance:

I Ladder specifications and applications

A. Ground ladder applications are detailed in Table 1.

Table 1	
Ladder type	Applications
10' attic	Access to attics in interior of residential structures
14' extension	Interior use
14' roof 16' roof	Access to 1 st -story residential roof. Access to 2 nd -story residential window. Used on the roof for weight distribution and footing.
24' extension	Access to 3 rd windowsill and lower residences. Access to 2 nd floor window and lower on commercial structures.

35' extension	Access to 4 th windowsill and lower residences. Access to 3 rd window and lower on commercial structures.
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- B. When in doubt, use a longer ladder than you think you will need.
- C. The bedded length of all ground ladders should be indicated at the butt end of the ladder, next to the total ladder length sticker.
- D. Table 2 details ladder types and the bedded length of those ladders.

Table 2	
Ladder type	Bedded length
extension' extension	
ection 35' extension	
ection 35' extension	

II. Climbing angle and proper tip placement

A. The proper climbing angle for most ground ladder operations is approximately 70 degrees.

1. One exception to the 70-degree rule is when positioning the ground ladder at a windowsill for rescue or as a means for rapid escape.
2. When positioning for rescue or rapid escape, the ladder should be positioned at about a 60-degree angle to achieve a more comfortable, stable position for firefighters to work and rapidly deploy from a window

B. Climbing guidelines.

1. A critical component of ladder safety is the correct placement angle of ground ladders.
2. A simple formula for correct ladder placement is to position the bottom of the ladder at a distance from a vertical plane equal to 1/4 the total working length of the ladder.

C. Proper tip placement parameters include the following:

- A. For rescue or firefighter access, place the tip of the ladder below the windowsill.
- B. For breaking glass or ventilation, position the tip of the ladder at the top of the window on the windward side.
- C. For roof access, position the ladder with a minimum of three rungs extending above the edge of the roof.

- a. This will facilitate getting off and on the ladder, and make locating the ladder easier if conditions change and firefighters need to get off the roof quickly.
- b. Parapet height may require a second ladder to provide access over the parapet and onto the roof.

III. Safety guidelines

- A. All ladders should be secured in place before climbing.
- B. Keep all ladders away from electrical lines.
- C. Always set up two ladders to supply access to/exit from the roof, preferably at opposite ends of the structure.
- D. Ladders to the roof should be placed away from the section of the roof that is being ventilated, to create a strong platform for use in walking to the venting location.
- E. Ladder the strongest areas of the structure, specifically, at the corners.
 - a. Corners are structurally strong.
 - b. If ladders are positioned at the corners of the building, a disoriented firefighter on the roof can go to a corner with a 50% chance of finding a ladder.
- F. Ladder the windward side of the proposed vent area.
- G. Avoid setting up ground ladders directly in front of entry/exit routes or where fire is likely to vent.
- H. Consider that fire service ladders are assumed to be able to safely support a 750-pound working load with a 4:1 safety factor

IV. Click Method

- 1) The click method is a guide for having the tip of an extension ladder reach its goal the first time it is raised.
 - a) Rarely, on the fireground, is there sufficient time to extend the ladder, place the tip, assess the tip position as unworkable, bring the tip away from the building, raise the ladder to the proper tip height and place the tip against the building again.
- 2) The click method refers to the "click" that the fly section makes as the locks pass over a rung when the fly is extended.
 - a) Each "click" is equal to 14" of vertical travel.
 - b) To ensure that the ladder is extended the correct length for proper tip placement the first time, the following quick calculation can be used.
 - i) Figure out the target height (at the location where the tip makes contact with the building).
 - ii) Subtract the bedded length of the ladder being used from the target height. This number equals the number of "Clicks."
 - (1) If the target is above the second floor, subtract one "click". This is because the ladder travels 14 inches per "click", not 12 inches.
 - (2) If a three-section 35-foot ladder is used, the fly section travels twice as far with each "click". So, divide the number of "clicks" by two, and then subtract the one "click" for being above the second floor.

V. Inspection and maintenance

1. Ground Ladder Inspection.
 - a) According to NFPA 1932, all ground ladders are to be evaluated at least annually.
 - b) Ground ladders should be inspected for damage after each use.
 - c) Ground ladders should be inspected for damage quarterly.

2. A complete visual inspection should include the following parameters:
 - a. The ladder sections.
 - i. Side rail condition, rail alignment, rung condition, rung to rail attachment, butt spurs/foot pads, ladder stops, stay poles, toggles, rail guides/lubrication.
 - b. Halyard condition.
 - i. Rope size and condition, anchors, thimbles, clamps, pulleys, and adjustment
 - c. Roof hooks.
 - i. Hook size, hook condition, operation and sharpness, hook housing and adjustment.
3. General issues.
 - a) Heat sensor labels. NFPA 1931 certification, electrical hazard stickers, serial number identification, and ladder length marking within 12 inches of the butt.
 - b) Heat sensors are labels with a heat indicator. If the heat sensor in the label turns black, the ladder should be removed from service.
4. Ground ladder testing.
 - a. Ground ladders should be evaluated if any of the following conditions occur:
 - i. If they are suspected of being unsafe.
 - ii. If the ladder has been subjected to overloading.
 - iii. If the ladder has been subjected to impact loading or unusual conditions of use.
 - iv. After any heat exposure.
 - v. After any deficiencies have been repaired unless the only repair was replacing the halyard.
 - vi. Before the ladder is placed in-service for the first time.
5. Ground ladder maintenance.
 - a. Clean and well-maintained ladders last longer.
 - i. General maintenance for ladders is an effortless process of taking time to visually inspect all the parts: beams, fasteners, and rungs for damage or wear.
 - ii. Candle wax or paraffin wax should be applied to all contacting surfaces.
 - a) Properly lubricated ladder sections slide easily and work better.
 - b. If in doubt of the condition or quality of any ladder halyard, always replace it.
 - i. A YFD Officer should be contacted to have any ladder rope replaced.
 - ii. Standard ground ladder pulleys accommodate 3/8" - 1/2" diameter ropes.
 - c. Heat sensor labels are made of heat-sensitive material that turns black in temperatures higher than approximately 300 degrees F.
 - i. Once aluminum fire ladder materials reach this 300-degree F temperature (even if only for a moment), the ladder material may have lost at least 25% of its load capacity.
 - ii. This heat exposure effect is not reversible in the ladder and can continue to accumulate over time.
 - iii. Any ground ladder with a blackened heat sensor label should be removed from service at once and that ladder should be load-tested before being put back into service.

YAPHANK FIRE DEPARTMENT

<u>POLICY</u>	<u>POLICY NUMBER</u>	<u>EFFECTIVE DATE</u>	<u>REVISION DATE</u>
HAZARDOUS MATERIALS RESPONSE PLAN	2024-00037	FEBRUARY 1st 2024	FEBRUARY 1st 2024

Planning Basis

Purpose:

- The purpose of this plan is to provide guidance and direction to the members of the Yaphank Fire Department when responding to a potential or known hazardous material incident. This plan will complement and supplement the hazardous material response plan for Suffolk County Fire Departments as promulgated by Suffolk County Department of Fire, Rescue and Emergency Services.

Objective:

- The object of this plan is to enable the Yaphank Fire Department (YFD) to respond safely to and mitigate (where possible) hazardous material incidents that occur within its jurisdiction. This safe response is necessary to ensure that the incident is properly addressed with the safety of the first responders and the public in mind. Effective mitigation is required to ensure that the scope of damage and contamination as a result of this incident is minimized through effective actions on part of the YFD. It is imperative that this plan be used as a guide for first responding units and incident commanders (known in this plan as functional commanders) and that the Suffolk County Plan is utilized to ensure timely and effective actions to maximize the protection to life and property.

Administration

- Scope:
 - This plan is to be used when working at a hazardous material incident involving a transportation incident (i.e. overturned trailer), an incident involving a fixed location (i.e. warehouse), or an incident on or near waterways. In the event of incidents not covered, this plan is to be used as a basis for operations at that incident, with modifications made as conditions dictate. This Plan isto be used by all personnel of the Yaphank Fire Department.
- Authority:
 - This plan is written and promulgated in compliance with 29CFR1910.120 and Hazardous Material Plan for Suffolk County Fire Departments. The authority to write this plan lies with the employer, the Yaphank Fire District.
- Reference:

- This plan will reference the Suffolk County HAZMAT Plan and the Hazardous Material Emergency Response Guidebook published by the US Department of Transportation. Also, reference will be made to the NFPA 704 standard, identification of Fire Hazards of Hazardous Materials.

Definitions:

Listed below are definitions that apply to this plan.

- Incident Coordinator – The ranking Suffolk County Police Officer on the scene. The incident coordinator should provide the functional commander with all of the support assistance necessary to complete their function and responsibilities.
- Functional Commander – The ranking member of the Yaphank Fire Department when the incident involves a fire or threat of fire. When no fire or threat of fire exists, the respective hazardous material team commander should act as the functional commander.
- Hazardous Material – Any substance or material in any form or quantity which poses an unreasonable risk to safety, health and property when stored, transported or used in commerce, as defined in 29 CFR1910.120.
- Hazardous Material Incident – The release, or potential release, of a hazardous material from its container into the environment.

Hazardous Material Incident Classifications

- Level I Incident:
 - A level I incident may or may not pose a threat to life or property. First responders have the ability to control, contain and isolate. Evacuation, if necessary, is limited to the immediate area.
This level incident can be mitigated by the first responder without harming themselves, without the threat of contamination, without a threat to health safety, and without the threat of explosion.
- Level II Incident:
 - A level II incident usually requires a level of expertise beyond the normal capability of the fire department. The incident will pose a threat to life and/or property and the environment that cannot be controlled by the first responding agencies. A fire condition exists with hazardous material involved and the release cannot be controlled without specialized equipment. Cleanup is required by other agencies than those present. Limited decontamination may be needed.
- Level III Incident:
 - A level III incident exists where a serious hazard or severe threat to life, health and property exists. The release cannot be controlled with equipment readily available. A large fire condition may exist with major evacuation necessary. Extensive resource management is necessary with multiple concurrent emergency operations. Severe environmental impact is a possibility. The federal government may be involved and specialists and technical teams may be deployed.

Responsibilities of First Responders

Identification of Hazard:

- It is the responsibility of the functional commander to size up the situation and begin to determine if there are any hazardous materials involved and attempt to identify them. If there is the possibility of hazardous materials being involved, the incident should be approached with extreme caution. The area or vehicle involved should be inspected from a distance to ascertain if there are any placards, labels or any other devices that would indicate the involvement of a hazardous material. Reference should be made to the Hazardous Material Emergency Response Guide to determine what action is necessary. CHEMTREC should be contacted to provide additional, specific information relating to mitigating the incident. The driver of the vehicle or owner or workers of the property involved should be located to provide any information that they can.

Isolation of Incident:

- Once the determination is made concerning the involvement of a hazardous material, a decision must be made to classify the incident and the extent of isolation. Initial guidance is contained in the DOT Hazardous Material Emergency Response Guidebook for certain extremely hazardous chemicals, however, the functional commander must rely on his size up and all information available and the existing and predicted environmental conditions (i.e. weather). If isolation of the area is deemed necessary, the functional commander will direct the incident coordinator to isolate the area and determine to what extent the area must be isolated. After initial isolation decisions are made, determine if evacuation is necessary.

Scene Management:

- The functional commander will assume the responsibility of managing the entire scene. The incident command system should provide the system necessary to insure that all aspects of the incident response are coordinated and that functional responsibilities are assigned to insure effective coordination. When possible, it is imperative that this system be implemented very early into the incident to ensure that effective command and control is in place. The functional commander should ensure that the location of the command post is known to all responders.

Incident Build-Up:

- The functional commander should always be aware of the situation as it develops. At any time, the incident may worsen and require a change in tactics and response. Response levels may be adjusted at any time to reflect the nature and involvement of the incident. As response levels change, all levels of command and other responders should be made aware to ensure everyone's response and actions are appropriate and to maintain a high regard for the safety of all involved.

Mitigation of Incident

Yaphank Fire Department Actions:

- The Yaphank Fire Department will respond to known or potential Hazardous Material incidents and begin operations to identify the incident as the situation dictates. The Yaphank Fire Department is trained to the “Operations Level” as defined in 29 CFR1910.129 (q) (6) (i) and, as such, its response is limited to that level of training. All subsequent decisions will be predicated on this level of training. The ranking officer of the YFD at the scene will assume the duties and responsibilities of the functional commander as outlined in this plan and the Suffolk County plan. If the functional commander so decides, the appropriate HAZMAT team will be requested to respond forthwith. In the event the functional commander is unsure of the level of response required, the HAZMAT team will be requested to respond. All officers and members of the Yaphank Fire Department are expected to become familiar with the YFD Hazardous Material Emergency Response Plan as well as the Suffolk County Plan. Depending on the level of response, the functional commander will request that the Suffolk County Mobile Command Center respond to the command post and assume responsibilities for incident communication under the direction of the functional commander.

Hazardous Material Team:

- When the functional commander deems that a hazardous material team is required, they should request the Brookhaven Town Fire Marshal’s HAZMAT team. This request can be made through the incident coordinator or through the fire department dispatcher.

Transfer of Command:

- Demobilization:
 - When the incident is fully mitigated or the involvement of YFD is no longer required, effective transfer of command and responsibility must be completed. Transfer of command should be made to the new functional commander if a change in command is required. Notification shall be made to all appropriate personnel that a transfer of command has taken place. In the event there will be no transfer of command and demobilization is necessary, all units should be released pending inspection for any contamination. When all units have been released and are in service, fire department dispatch should be notified that the incident is over and that the incident command structure has been dissolved and that all units have been released.

YAPHANK FIRE DEPARTMENT

<u>POLICY</u>	<u>POLICY NUMBER</u>	<u>EFFECTIVE DATE</u>	<u>REVISION DATE</u>
Hazardous Material Operational Plan	2024-00038	FEBRUARY 1st 2024	FEBRUARY 1st 2024

Activation

- The alert for the call will go out in accordance with standing operating procedures. However, when the determination is made regarding the involvement of a hazardous material, a second alert should be sent out requesting additional manpower and to notify responding units that they are responding to a hazardous material incident. At this time, the ranking officer of the YFD on scene should designate himself the functional commander and should establish the incident command system.

Notification

Board of Fire Commissioners (BOFC):

- When it is determined that the YFD is involved in a hazardous material incident, the Chairman of the BOFC shall be notified, via the District Manager if available. If he/she is unavailable, any member of the BOFC is to be notified by the Dispatcher. The purpose of the notification is to advise them that authority for financial expenditures may be required.

Police Department:

- If the SCPD is not on the scene, the dispatcher is to be instructed to notify them to respond to an incident involving hazardous materials. The ranking police officer on scene is the incident coordinator and is there to provide the functional commander with any resources required. If the SCPD Hazardous Material Response Team is on the scene, they should report to the functional commander for assignment and will be incorporated into the incident command structure.

Suffolk County Department of Fire, Rescue, and Emergency Services (FRES)

- FRES will be notified in the event of a hazardous material emergency to ensure timely implementation of the Suffolk County Plan and to provide the Mobile Command Center to insure reliable and effective communications.

Brookhaven Town

- The Town of Brookhaven should be notified, and a fire marshal (5-0-40 unit) requested to report to the command post. Notification should be made to alert them to the potential threat to life and Yaphank Fire Department Best Practices property and to request a liaison to provide services that may be necessary to contain or mitigate the incident.
Immediate On-Scene Action within the Yaphank Fire District

Identification

- The first arriving unit should make every effort to ascertain whether hazardous materials are involved in the incident. This function is extremely important to the successful outcome of the incident. Some methods for identification are:
 - Placards or labels on vehicle or container
 - UN identification number on vehicle or container
 - Truck driver or employee of facility
 - Fire Department Pre-Plan
 - Shipping papers
 - Shipping Company
- When the incident is called in, the dispatcher taking the call should ask if the caller is aware of the presence of any hazardous materials. If so, all responding units should be notified when they are enroute. Until it is determined otherwise, assume that hazardous materials are involved when planning your approach to the incident. When it is determined that hazardous materials are involved, refer to the DOT Emergency Response Guidebook to determine the appropriate initial action to take.

Command Post

- At the beginning of the incident, the Incident Command System should be implemented, and a command post shall be established. The command post should be located so the participants are not too close to the incident where they are at risk. It should be set up in such a place where it can effectively control the incident without necessarily seeing it. It should be identified in such a manner that it is easily found. All appropriate operations and support staff will be located here.

Staging Area

- If the involvement is such that mutual aid response is necessary, a staging area should be established to provide an orderly assignment of apparatus and remove as much confusion as possible. Each staging area should be under the command of an officer appointed by the Functional Commander. There will be separate staging areas for the following.
 - Ambulance and Rescue apparatus
 - Fire and HAZMAT apparatus.
 - Police
 - Media or other responding public officials and technical support

Communications

- Early into the incident, the functional commander should establish the frequency assignments for the command frequency and sector frequencies. All units should be reminded that all communications should be brief as frequency availability does not provide for adequate sector assignments. All responding mutual aid units should maintain radio silence and proceed to the assigned staging area and check in with the staging officer for assignment. The Suffolk County Mobile Command Post should be requested as early as possible to assume the responsibility for the incident communications under the command of the functional commander. This unit will respond to the command post. Radio communications are critical to the success of the responding units in mitigating the incident

and this should be stressed to all the sector commanders and officers and radio communications should be kept to a minimum.

Mutual Aid Requests

- Units from other fire departments should be requested as needs are identified. This decision should be made by the functional commander. The dispatcher should be notified of what unit is requested from a specific fire department. To maintain relatively clear radio frequencies, the request for units will be made by phone to the appropriate fire department dispatcher. Mutual aid units will respond to the staging area and maintain radio silence. Mutual aid fire departments should be reminded that they are to send only the units requested.

Incident on State/County/Town Roads

- The roads should be closed at points designated by the functional commander in consultation with the incident coordinator. These points will be chosen to provide maximum protection to the public and still allow adequate routes for emergency vehicles to respond to the appropriate staging areas. The appropriate agency should be notified that there is a hazardous material incident on a road in its jurisdiction. A representative of that agency should be requested to respond and report to the command post. This individual should become the liaison between the functional commander, incident coordinator and the agency involved. A primary consideration for a spill is to ensure that the product is contained as early in the incident as possible. Earth dykes should be constructed around storm drains and places so as to form a “pond” so the hazard and contamination can be minimized.

Incident on Public/Private Property

- The YFD should respond in accordance with the pre-plan for the property (if available), taking into consideration the weather, wind direction, and extent of involvement. The situation should be sized up and the tactical decisions should be made and implemented. In some cases, the decision may be made to let the structure burn to reduce the hazards, as chemicals involved may be consumed by the fire. Access to the scene will be strictly limited to emergency vehicles and those vehicles necessary to provide required support to the operation. Runoff from this type of incident should be contained to minimize the hazard and the extent of contamination. Structural fires involving hazardous materials require a complete change in tactical considerations and cannot be fought in the same way as a “normal” structural fire. Structures storing hazardous material must be marked as required by the Town of Brookhaven. This mark is a red diamond with a yellow H and a registration number. Use this information to ascertain the types and quantities of materials involved. Some facilities use the NFPA 704 system in addition to this. This marker will provide information on the hazards of the material.

Incidents on or near Waterways

- In incidents where a spill is a threat to the waterway, action should be taken as indicated above for the appropriate incident. In addition, the US Coast Guard shall be notified. When an incident occurs on the water, appropriate agencies should be notified (i.e. NYS Dept. of Environmental Conservation, US Coast Guard, Suffolk County Health Dept.) to provide the required spill containment and clean up equipment.

HAZMAT Team Operations

- The responding HAZMAT team will function under the direction of the functional commander and the team commander will become an integral part of the incident command structure. If there is no fire or threat of fire, the team commander will assume the position of functional commander. The HAZMAT team should respond to the command post before being committed to the incident.

Evacuation

- If the incident conditions require, an evacuation will be carried out. Once the decision is made, the functional commander should direct the incident coordinator to begin evacuation of an area identified. If an evacuation should take too long to undertake or the risk of exposure to the hazardous material is high, the personnel may be sheltered in place. This decision is to be made by the incident command staff with input from technical and support personnel. Evacuation centers may have to be identified and resources to move the evacuees to be coordinated.

Clean-up and Disposal

- For level I incidents, this may require the use and disposal of “Speedy-Dry”. For large level I spills and all level II and level III incidents, the responsibility for clean up lies with local, state and federal agencies, NOT with the Fire Department. This responsibility should be assumed by an appropriate official before releasing all units and demobilizing. An appropriate transfer of command should take place when shifting from an operational mode to a support mode, especially regarding clean up and disposal. All fire district apparatus and equipment must be cleaned and decontaminated before releasing them from the scene.

Financial Responsibility

- The functional commander should request all outside contractor services and other specialized services through the incident coordinator. This will provide a central accounting of what services or contractors were requested at the scene and will provide a central point of billing for these services. When requesting services for the incident, should attempt to ensure that the company or service is aware that the bill for such services should be sent to Suffolk County. The intention is not to expose the Fire District to financial obligations that cannot be supported by the fire district and that should be borne by other governmental agencies.

Responding to Mutual Aid

- If the YFD is requested to another fire district as a mutual aid responder, all units are to report to the area as designated by the functional commander and we will operate under their Hazardous Material Response Plan, but only to the limit imposed by “Operational” training.

YAPHANK FIRE DEPARTMENT

<u>POLICY</u>	<u>POLICY NUMBER</u>	<u>EFFECTIVE DATE</u>	<u>REVISION DATE</u>
EXTERIOR FIREFFIGHTER	2024-00039	FEBRUARY 1 ST 2024	FEBRUARY 1 ST 2024

PURPOSE

This guideline specifies the Qualifications required to be an Exterior Firefighter in the Yaphank Fire Department.

SCOPE

Requirements for Exterior Firefighters are in accordance with OSHA, NFPA, NYSOFPC Best Practices, and the Yaphank Fire Department rules and regulations. All Active Members in the Yaphank Fire Department will be classified as either Exterior or Interior Firefighters and must satisfy the training requirements for their classification.

OBJECTIVE

The primary goal of exterior firefighting is to control and extinguish the fire from the outside, ensuring the safety of both firefighters and potential occupants.

Training Requirements:

All firefighters should complete a training program(s) addressing these core competencies:

- 1) Complete a training program addressing the subject areas/core competencies associated with OSHA 29 CFR1910.120 requirements or Hazardous Materials First Responder Operations
- 2) Complete a training program addressing the subject areas/core competencies associated with Infection Control to achieve compliance with OSHA 29CFR1910.1030
- 3) Complete the objectives for Basic First Aid
- 4) Complete the objectives for Cardio-Pulmonary Resuscitation
- 5) Completion of the latest version of the National Incident Management System (NIMS) courses ICS-700 and ICS-100
- 6) Fire safety principles familiarization.
- 7) Tool and scene safety awareness

- 8) Building Construction in relation to fire service operations
- 9) Understanding fire behavior and development
- 10) Familiarizations with personal protective equipment (PPE) and self-contained breathing apparatus (SCBA) as assigned.
- 11) Familiarization with fire service communication operations
- 12) Familiarizations with incident management principles
- 13) Familiarizations with fire prevention principles
- 14) Arson awareness
- 15) Familiarizations with fire extinguisher operations
- 16) Familiarizations with hose practices, nozzles, and fire streams (**excluding** interior structural fire attack)
- 17) Understanding of water supply operations
- 18) Familiarization with ground ladder operations
- 19) Ropes and knots

Exterior Firefighter's Responsibilities:

- a) Exterior Firefighters will be responsible for defensive type operations on the fire ground or at an incident scene. These operations may include but are not limited to the following:
 - b) Establishing supply hose hookups to hydrants.
 - c) Assisting Interior Firefighters in stretching attack hose from apparatus.
 - d) Properly placing ladders on structures for entry and egress of Interior Firefighters.
 - e) Manning attack hose outside a structure for defensive firefighting.
 - f) Securing and placing ventilation fans outside structures.
 - g) Exchanging air bottles on SCBA packs carried by Interior Firefighters working the incident.
 - h) Using extrication tools at scenes involving motor vehicle accidents.
 - i) Using attack hose and other firefighting equipment to extinguish grass/brush fires.
 - j) Performing defensive operations, such as diking and placing pads, at HazMat spills.
 - k) Assisting EMS personnel with patient care, packaging, and transfer to an ambulance.
 - l) Assisting Fire Police with traffic and crowd control on scene.
- m) Exterior Firefighters have received SCBA awareness training. However, Exterior Firefighters are **NOT AUTHORIZED** to wear a SCBA on scene or enter a structure or work in an area where hazardous fire and smoke conditions or toxic fume/vapor conditions require a SCBA to operate safely in the structure or area.

Certification:

Yaphank Fire Department Exterior Firefighters who satisfy the requirements established in this guideline will be classified as an Exterior Firefighter by the Chief of Department. These guidelines may need to be updated from time to time due to changes in OSHA requirements, NYSOFPC Best Practices, or Yaphank Fire Department rules and regulations, but should be reviewed and updated yearly if needed. Firefighters should be trained on new equipment and techniques before the incident occurs.*

YAPHANK FIRE DEPARTMENT



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1926

2024

CHIEF KIERAN DONLON 1ST ASST. DONALD E. SCHAAF 2ND ASST. EDWARD KRESS

By my signature below, I acknowledge that I have read, understand, and agree to the policies and procedures of Exterior Firefighter as defined in the Policy 24-0039 that I received on Date_____.

Printed Name:

Signature:

Chief Of Department: _____

Date: _____

YAPHANK FIRE DEPARTMENT

<u>POLICY</u>	<u>POLICY NUMBER</u>	<u>EFFECTIVE DATE</u>	<u>REVISION DATE</u>
VEHICLE BACK UP SPOTTER	2024-00039	JULY 1 ST 2024	

Purpose

To establish a standardized procedure for using a backup spotter to ensure the safe maneuvering of fire department apparatus when reversing.

Scope

This SOP applies to all fire department personnel who operate or assist in the operation of fire apparatus.

Definitions

- Driver/Operator: The person responsible for driving and operating the fire apparatus.
- Backup Spotter: The person designated to assist the driver/operator by providing guidance and ensuring the path is clear when the apparatus is reversing.

Responsibilities

Driver/Operator:

- Ensure a backup spotter is present and properly positioned before reversing.
- Follow the spotter's instructions and signals.
- Stop immediately if visual contact with the spotter is lost or if the spotter signals to stop.

Backup Spotter:

- Position yourself where you are clearly visible to the driver.
- Use standardized hand signals or communication methods.
- Continuously observe the surroundings for obstacles or hazards.
- Signal the driver to stop if any unsafe conditions arise.

Procedure

1. Preparation:

- Conduct a pre-operation inspection of the apparatus.
- Ensure that communication devices (radios, hand signals) are understood and functional.

2. Spotter Positioning:

- The spotter must be in a location visible to the driver, typically at the rear left side of the apparatus.
- The spotter must wear high-visibility clothing or a vest to ensure visibility.

3. Communication:

- Use agreed-upon hand signals or radio communication.
- Ensure clear and unambiguous communication between the driver and the spotter.
- Stop the apparatus immediately if the spotter signals to stop or if communication is lost.

4. Backing Procedure:

- The driver should back up slowly and cautiously.
- The spotter must continuously check the path for obstacles, hazards, and personnel.
- The spotter should use clear hand signals or verbal communication to guide the driver.

5. Emergency Stop:

- The spotter will signal the driver to stop immediately if any hazard or unsafe condition is detected.
- The driver must stop the apparatus immediately upon receiving the stop signal.

Hand Signals (if used)

- Straight Back: One hand above the head with palm toward face, waving back.
- Turn Left: Both arms pointing left.
- Turn Right: Both arms pointing right.
- Stop: Both arms crossed above the head.
- Move Closer: Both hands motioning towards the spotter's chest.

Safety Considerations

- Use high-visibility vests or other appropriate PPE for the spotter.
- Avoid backing up the apparatus without a spotter whenever possible.
- Conduct regular training and drills to ensure all personnel are familiar with backup procedures.

Training

- All personnel must receive initial training on the backup spotter SOP.
- Conduct periodic refresher training and drills to reinforce proper procedures.

Review and Documentation

- Review this SOP annually and update as necessary.
- Document any incidents or near-misses involving the backing of apparatus and submit them using an incident report form to the chief's office. Chiefs' office will review them and make any necessary improvements to any department safety procedures.

