STANDARD OPERATING GUIDELINES

OF THE

PORT WASHINGTON FIRE DEPARTMENT, INC.

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TABLE OF CONTENTS

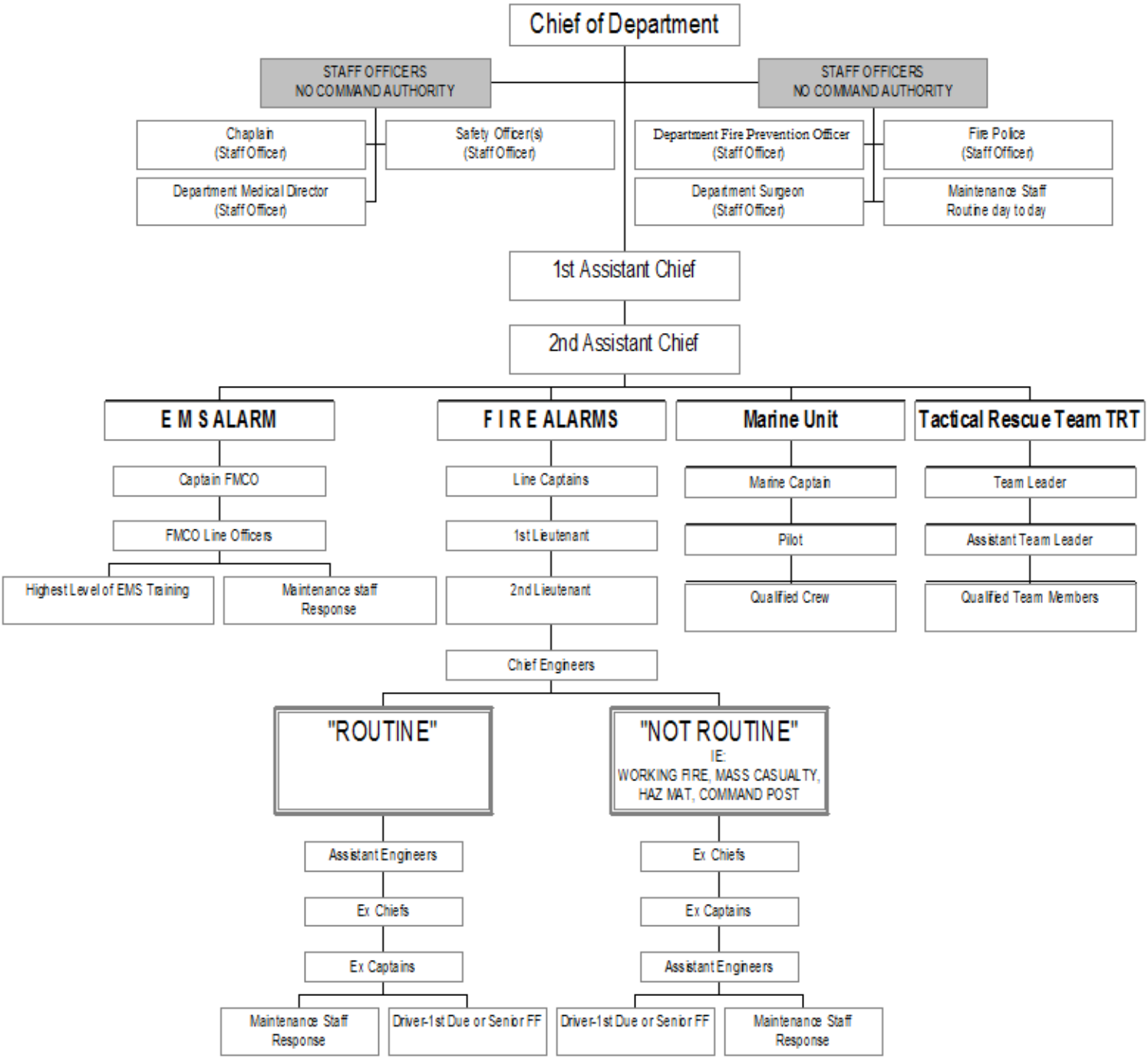
SECTION	NAME OF SECTION	PAGE
1:	CHAIN OF COMMAND	4
2:	PPE (GEAR) & RANK DESIGNATION	5-6
3:	STANDARDIZED TERMS	7
4:	HOSE PACKS	8-9
5:	RESPONSE PROCEDURES & ACCIDENT POLICY (5.27, 5.28, 5.29) 8524 RESPONSE	10-13
6:	APPARATUS PROCEDURES	14-15
	MAINTENANCE RESPONSE	16-17
7:	STANDARD FIREGROUND OPERATIONS	18-22
8:	DIVIDING A FIRE BUILDING	23
9:	MANPOWER REQUIREMENTS & APPARATUS RESPONSE	24-25
10:	PROCEDURE FOR OPERATING AT MARINE DOCKING FACILITIES	26
10.4	SPECIAL OPS MARINE	27
10.5	SPECIAL OPS TACTICAL RESCUE	28-30
11:	DAYTIME RESPONSE	31
12:	ADDITIONAL ALARM PROCEDURES	32-33
13:	MUTUAL AID TO OTHER DEPARTMENTS	34
14:	EMERGENCY & WEATHER STANDBYS	35
15:	DISASTER PROCEDURE GUIDELINES	36

16:	**POLICIES/GUIDELINES/PROGRAMS** *Respiratory Program, TRT, Marine Unit, Mutual Aid to NYC, NIMS, Controlled Substances, Social Media, Facial Hair/Appearance Elecronic Recording Devices, Medicals, & LOSAP)*	**37-40**
17:	**CHANGES TO OPERATING RULES & PENALTIES FOR VIOLATION**	**41**
18:	**SAFETY OFFICERS**	**42-44**
	HEALTH & SAFETY OFFICER *(MANDITORY ANNUAL TRAINING)*	**44-50**
19:	**RADIO SIGNALS**	**51-52**
20:	**APPARATUS NUMBERS**	**53-54**
21:	**FORCIBLE ENTRY KIT**	**55**
21A:	**STAND PIPE KIT**	**55**
21B:	**HYDRANT PACK**	**55**
21C:	**TOOL BOX**	**56**
22:	**DUTIES OF: DEPARTMENT SURGEON, MEDICAL DIRECTOR & CHAPLAIN**	**57**
23:	**PROTOCOLS FOR FUNERALS**	**58-60**

SECTION 1: (formerly section 1)

PWFD CHAIN OF COMMAND

(ANY OFFICER AT ANY LEVEL MAY TURN OVER FIREMATIC COMMAND TO AN EX CHIEF OR EX CAPTAIN AT ANY TIME AS THAT OFFICER MAY SEE NECESSARY)



SECTION 2: PPE (GEAR) AND RANK DESIGNATION (New Section 2)

2.0 The color of the personal protective equipment (PPE) turnout gear for all Department personnel WILL BE BLACK, with the exception of the following:

- CHIEF's Helmets will be WHITE and turnout coats will be WHITE or BLACK.
- DEPARTMENT FIRE PREVENTION OFFICER's helmet will be BLACK with a WHITE shield and BLACK turnout coat.
- CAPTAINS & LIEUTENANTS helmets will be RED with a WHITE shield, and turnout coats will be BLACK.
- ENGINEER's helmets will be BLACK with BLACK & YELLOW shield, and turnout coats will be BLACK.
- FIRE POLICE turnout coats will be YELLOW or BLACK and helmets can be WHITE hard hat type.
- FIRE MEDICS turnout coats will be BLUE or high visibility YELLOW. Helmets can have the star of life with BLUE back round and or letters "EMS" on the rear panels.
- EX-CHIEFS helmets will be BLACK with two (2) white panels in the rear.
- EX-CAPTAINS helmets will be BLACK with two (2) red panels in the rear.
- MEMBER's helmet shields will be black background, red inserts with the members ID number and PWFD and Company name emboldened upon usually in white.
- SAFETY OFFICERS helmets will be BLACK and the shields will be white background with green inserts with PWFD emboldened upon usually in white. Turnout coats Black and the word SAFETY on rear.
- PROBATIONARY FIREFIGHTERS helmet shields will be Orange with company number in white.

No alterations, additions, subtractions will be made to any PWFD approved PPE by any member without authorization from the Chiefs. The exception is the Maintenance Staff in the performance of their duties.

2.1 Any member responding to or participating in an alarm of fire, rescue call, ambulance call, fire school, or any other emergency to which the Fire Department is operating must have leg protection available at all times to help protect his/her legs from exposure to heat, flames and foreign objects. This will be accomplished by usage of turnout pants or on EMS calls long pants. Shorts are not permitted.

2.2 All Firematic members of the PWFD (Companies 1, 2 & 3) will respond to a firehouse unless that member is within walking distance to the scene and has full turnout gear available. The only exceptions to this are Captains, Lieutenants, Safety Officers, Fire Police, Chaplain, applicable EMS personnel, and all Co. 1 Officers for Heavy Rescue Calls with the exception of calls on Roslyn West Shore Road where **NO** members are permitted to respond to the scene.

2.3 The Fire ground Perimeter, as herein used, is defined by an imaginary line, which encloses the space where the fire situation creates a potential hazard to personnel. The purpose of defining this perimeter is to give firefighters an idea of the area around the fire, or other emergency, which is to be considered hazardous so that proper safety equipment and procedures are followed. The absolute consideration for the perimeter will be how far the potential danger extends from the fire.

At large incidents rope or banner tape may designate the Fireground Perimeter. No one should be inside the Fire ground Perimeter unless they:

- Have a specific assignment or function to perform.
- Are wearing full protective clothing.
- Are wearing their self contained breathing apparatus (SCBA) in accordance with the provisions of these Operating Rules and the Port Washington Fire Department SCBA policy and procedures.

2.4 A Fire Line may be established beyond the Fireground Perimeter to separate the public from Fire Department operations. Personnel will be permitted to operate routinely within this intermediate area with a normal approach to safety.

2.5 Self Contained Breathing Apparatus (SCBA) shall be worn only by members who are medically qualified, fit tested, and SCBA certified by their company (in accordance with the PWFD Respiratory Protection Program), and with the face piece in place, using tank air, and trained-certified in bail out when operating:

- In a contaminated atmosphere.
- In an oxygen deficient atmosphere.
- Where both contamination and oxygen deficiency are suspected.
- In an unventilated, confined space.
- Above an involved fire area.
- In an area subject to explosion or sudden contamination.

2.6 SCBA shall be worn and ready for use by all ISFF's responding to all alarms fitting the criteria described above in Section 2.5 by at least two (2) members on each piece of fire apparatus. Face pieces may be removed **ONLY** when there is a reasonable assurance that the atmosphere is clear AND the Carbon Monoxide level is less than **35PPM**. The highest-ranking officer in charge of the immediate area will make this decision in question with the aid of a CO monitor.

SECTION 3: STANDARDIZED TERMS (formerly sec 11)

3.0	COMPANY 1	Atlantic Hook and Ladder Co. No.1
	COMPANY 2	Protection Engine Co. No. 1
	COMPANY 3	Flower Hill Hose Co. No. 1
	COMPANY 4	Fire Medic Company No.1
3.1	LINE Company	Co's 1, 2, 3.
	EMS Company	Co 4
3.2	PPE	Personal Protective Equipment, usually referring to Turnout gear aka bunker gear.
3.3	DAYTIME RESPONSE	When all line company member are required initially to only respond to Co.1 during the hours of 6am to 5pm (0600 to 1700) Monday through Friday.
3.4	NIMS/ICS	National Incident Management System/Incident Command System
3.5	HOSE LAY	hose removed from the hose bed by moving the pumper.
3.6	FORWARD LAY	hose lay from the hydrant to the fire.
3.7	REVERSE LAY	hose laid from the fire to the hydrant.
3.8	DEAD LAY	hose laid from the street into an area (driveway, parking lot, etc.) where there are no hydrants. **(ONLY TO BE USED AS A LAST OPTION)**
3.9	IN LINE PUMPING	operation resulting from a forward lay, with the pumper at a distance from the hydrant.
3.10	POSITIVE PUMPING	operation with the pumper operating at the hydrant.
3.11	STEAMER HOOK-UP	pumper connected to 4-1/2" hydrant outlet via soft suction.
3.12	DIRECT HOOK-UP	pumper connected to 2-1/2" hydrant outlet via direct line.
3.13	DIRECT LINE	3" hose or larger preconnected to side suctions (intakes) of pumper.
3.14	HOSE STRETCH	hose removed from hose bed by firefighters with the pumper stationary (booster line, attack line, preconnected 1-3/4", etc.).

NOTE: GATES (PREFERABLY TWO (2), BUT AT LEAST ONE) MUST BE ON ANY HYDRANT AT ALL TIMES.

SECTION 4: HOSE PACKS (formerly section 12)

4.0 PACKING OF REAR 1-3/4" PRECONNECTED SKID LOADS

All 1-3/4" skid loads will consist of four (4) fifty foot lengths of hose or any combination that totals 200 feet. The bottom length will be connected to its pump discharge and two (2) skid loops will be packed at the bottom of the bed to extend approximately 1-1/2 feet out from the end of the hose bed. The remainder of this length will then be packed with the ends of each fold extending slightly beyond the rear edge of the hose bed divider.

The second length will then be connected and will continue to be packed the same as the bottom length had ended. When this second length is packed fully a long hose strap will be placed across the hose load and up each side of the hose bed. It should be placed about 1-1/2 feet back from the edge of the hose bed.

The third length will then be connected and packed on top of the hose strap and folded the same as the second length.

The top length will then be connected and a single loop of about two (2') feet will be hung down from the top of the load. This loop will therefore be about 50 feet from the nozzle when the load is completed.
The top length will then be packed as the third length had been.

The automatic fog nozzle (TFT or similar) will then be connected to the end of the load and will be laid on top of the load in the area of the hose strap.

The single loop is then folded back over the top of the entire load and the hose strap is then secured across both the nozzle and the 50 foot loop. The hose strap handle is then pulled to the rear of the hose load to keep it within the reach of a firefighter on the rear step of the truck. This completes the load.

* This hose load will be packed flat.
* When extending these 1-3/4" hose lines, use 2 1/2" hose if available.

4.1 PACKING OF REAR ATTACK LINE

The attack line is the **NON-PRECONNECTED** hose pack that has 100 feet of 1 ¾" hose attached directly to 2 ½" hose. All attack lines will consist of 2 fifty foot lengths of 1 ¾" hose or any combination that totals 100 feet. The last length of 1 ¾" will be connected to a 2 ½" x 1 ½" reducing male coupling and will have at least 400' of 2 ½" hose attached. The 2 ½" hose will NOT be connected to a discharge until sufficient line has been removed from the hose bed. Two (2) skid loops will be packed at the end of the 1 ¾" to extend approximately 1-1/2 feet out from the end of the hose bed. The remainder of this length will then be packed with the ends of each fold extending slightly beyond the rear edge of the hose bed divider.

The automatic fog nozzle (TFT or similar) will then be connected to the end of the load and will be laid on top of the load in the area of the hose strap.

4.2 3" PRECONNECTED SUCTION LINES

Each engine will have two (2) minimum of 4" preconnected soft suction lines, one on each side of the truck.

The length of these lines will be from twenty feet to twenty-five feet each, and will be secured by quick disconnect seat belts or be folded in their own compartment.

When this length is packed in folds, the female coupling will be packed at the outside for ease of operation.

When this length is packed in a roll, it will be double rolled with the female coupling at the outside for ease of operation. These lengths will be called "Direct Lines". **Hydrant Gates will be used for connecting direct lines to a hydrant.**

4.3 PACKING OF 4" SUPPLY HOSE LOAD

This load will be packed flat beginning with the first female coupling. The first female coupling will be placed just outside the rear edge of the hose bed. The flat pack is then started and continued until all 4" lengths are packed, at which time a male coupling will be at the top of the load.

The following equipment is then connected to this coupling in the order listed below:

4”Storz gated Siamese
3 foot length of 3" hose
2-1/2" single gate

This set up will then be laid upon the supply bed or secured to the tail step.

When ever possible, a steamer connection shall be used in all types of hook ups and lays.

SECTION 5: RESPONSE PROCEDURES (formerly section 2)

5.0 When riding on apparatus, members should be seated AND belted if possible. No members are permitted to ride on the rear step. All members must be fully geared-up with the exception of helmet when responding to an alarm. When riding unit 8518 during response members must be in full turnout gear and only ride in the seated area, seat belted or strapped in and NEVER the rear step.

5.1 Operators must stay with their apparatus in order to maintain radio contact.

5.2 All apparatus operators will use caution, good judgment and will follow NYS Vehicle and Traffic Law S 1104, NFPA 1451Chapter 5 and will stop for school buses displaying red warning lights when responding to alarms . The only exception to this is when a Police Officer authorizes you to pass through.

The New York State Vehicle & Traffic **Law** states:

"S 1104. Authorized emergency vehicles. (a) The driver of an authorized emergency vehicle, when involved in an emergency operation, may exercise the privileges set forth in this section, but subject to the conditions herein stated. (b) The driver of an authorized emergency vehicle may: 1. Stop, stand or park irrespective of the provisions of this title; 2. Proceed past a steady red signal, a flashing red signal or a stop sign, but only after slowing down as may be necessary for safe operation; 3. Exceed the maximum speed limits so long as he does not endanger life or property; 4. Disregard regulations governing directions of movement or turning in specified directions. (c) Except for an authorized emergency vehicle operated as a police vehicle or bicycle, the exemptions herein granted to an authorized emergency vehicle shall apply only when audible signals are sounded from any said vehicle while in motion by bell, horn, siren, electronic device or exhaust whistle as may be reasonably necessary, and when the vehicle is equipped with at least one lighted lamp so that from any direction, under normal atmospheric conditions from a distance of five hundred feet from such vehicle, at least one red light will be displayed and visible. (d) An authorized emergency vehicle operated as a police, sheriff or deputy sheriff vehicle may exceed the maximum speed limits for the purpose of calibrating such vehicles` speedometer. Notwithstanding any other law, rule or regulation to the contrary, a police, sheriff or deputy sheriff bicycle operated as an authorized emergency vehicle shall not be prohibited from using any sidewalk, highway, street or roadway during an emergency operation. (e) The foregoing provisions shall not relieve the driver of an authorized emergency vehicle from the duty to drive with due regard for the safety of all persons, nor shall such provisions protect the driver from the consequences of his reckless disregard for the safety of others. (f) Notwithstanding any other law, rule or regulation to the contrary, an ambulance operated in the course of an emergency shall not be prohibited from using any highway, street or roadway; provided, however, that an authority having jurisdiction over any such highway, street or road-way may specifically prohibit travel thereon by ambulances if such authority shall deem such travel to be extremely hazardous and would endanger patients being transported thereby."

NFPA 1451 **recommends:**

"Chapter 5 Emergency Response"
5-1 General.
5-1.1* The authority having jurisdiction shall have written policies governing speed and the limitations to be observed during inclement weather and various road and traffic conditions. At no time should driving regulations be less restrictive than state motor vehicle laws.
5-1.2* Drivers/operators of fire department vehicles shall bring the vehicle to a complete stop and shall not proceed until it is confirmed that it is safe to do so for any of the following situations:
(a) Any "stop" signal (i.e., sign, light, or traffic officer)
(b) Blind intersections
(c) Intersections where all lanes of traffic cannot be seen by the operator
(d) Where encountering a stopped school bus with flashing warning lights
5-1.3* Responding emergency vehicles shall stop at all unguarded railroad crossings to ensure that a safe crossing can be made. The driver shall obey all railroad crossing signals even when responding to emergencies. Fire apparatus shall not be driven around railroad crossing gates.
5-1.4* The driver/operator shall maintain an operating space in front of the vehicle that is at least equal to the minimum travel distance necessary to stop the vehicle without contacting another object. Fire department vehicles and apparatus following each other in queue shall maintain an adequate distance to avoid rear-end collisions.
5-1.5* Overtaking and passing other vehicles during emergency response shall be accomplished with extreme caution.
5-1.6 While enroute to move-ups or to fill an empty station, apparatus shall be operated in a nonemergency mode, and the driver/operator shall obey all traffic laws."

5.3 The Hi-Lo siren is never to be used.

5.4 Headlights and Flashing Headlights (Wig-Wag's) and white warning lights are to be turned off when possible upon arrival at any scene.

5.5 All warning lights will be turned off when returning from any alarm.

5.6 Extreme caution will be used when crossing over into oncoming traffic.

5.7 The speed limit on Main Street will not exceed thirty-five (35 mph) miles per hour, and must be reduced to twenty-five (25 mph) between Haven Avenue and Port Washington Blvd.

5.8 Extreme caution will be used when approaching intersections of Carlton Avenue, Haven Avenue, South Washington Street, Avenue A and Channel Drive, and Pleasant Avenue at Harbor Road.

5.9 Apparatus entering Main Street from Haven Avenue, South Washington Street and Carlton Avenue shall come to a FULL STOP at the intersection before proceeding. Apparatus exiting South Washington Street to Main Street, heading East bound on Main Street, are NOT required to come to a full stop but MUST yield the right of way.

5.10 Apparatus (trucks) shall refrain from using Willowdale Avenue, Longview Rd, and Sandy Hollow Rd as an access route while responding to alarms of fire, unless the alarm location within close proximity thereof.

5.11 Apparatus operating on Shore Road in response to an alarm shall have the right of way at all intersections except that of Main Street.

5.12 Apparatus operating on Port Washington Boulevard and Middle Neck Road in response to an alarm shall have the right of way North and Southbound at all intersections, and also over departing units responding from ramp/driveway of Department headquarters. All apparatus will stop at Port Washington Boulevard and Main Street.

5.13 Apparatus operating on Main Street and North Plandome Road in response to an alarm shall have the right of way at all intersections except that of Port Washington Boulevard. A full stop shall be made before turning onto Port Washington Boulevard from Main Street or any other side street.

5.14 Apparatus operating on Harbor Road in response to an alarm shall have the right of way at all intersections except that of Shore Road and at Port Washington Boulevard.

5.15 Apparatus may pass one another, while in motion, provided that they have a clear visibility and roadway, and clearance is secured ***via radio*** before the maneuver is made.

5.16 Fire apparatus, or any other vehicles, may not be driven over any hose, at any time, except in an extreme emergency situation or as directed by an Officer.

5.17 When a "Signal 12" is transmitted all units are to:

- Never exceed the posted speed limit.
- Never cross over into oncoming traffic unless vehicles fail to yield the right of way after a reasonable amount of time.
- Minimize audible warning devices (sirens and air horns) at the discretion of the officer or driver in charge of the apparatus.

5.18 When a "Signal 12" is transmitted it is an indication to all members that the incident is under control and a full-blown emergency response is not necessary. It is a signal for the units responding to reduce their speed and proceed safely.

5.19 All responses to Duty Company calls will be daytime response unless otherwise ordered by the officer in charge of the incident. (Company 1 main house)

5.20 The Rescue truck and Duty Company engine will respond to Signal 9 Motor Vehicle Accidents.

5.21 Authorized personnel responding to alarms or emergencies in regular motor vehicles will not pass moving apparatus and must use extreme care and obey traffic regulations at all times. Sensible efforts should be made to park private motor vehicles as far from, or off the roadway if possible.

5.22 Authorized personnel responding to any alarm in private motor vehicles will not park within 200 feet of the incident location or park on the roadway within a fire block. No private vehicle may enter a dead end where a call is located.

5.23 No member shall respond to **ANY** type of call on Roslyn West Shore Road except in an FD vehicle unless specifically requested.

5.24 All apparatus and ambulances that have at least 2 or more persons on board will be backed up with the second member outside the vehicle directing the operator. For ambulances, this will only apply if 3 members are on board. If apparatus has only the operator, all attempts should be made to place the vehicle in a position that it does not have to be backed up except for backing into a firehouse.

5.25 No apparatus will be used for any non Firematic activities unless prior permission is obtained from a Chief and the Company Captain.

5.26 All emergency vehicle drivers must attend a onetime FD- EVOC course and be medically certified.

5.27 Any vehicle involved in an accident or incident causing damage must stop and ascertain if there are any injuries and make proper notifications. I.e.; Police, FireCom etc and as soon as practical notify the Chiefs, the Department Safety Officer and Company Captain if company apparatus is involved.

5.28 Any operator involved in an accident or incident causing damage or injury that is determined to be at fault through investigation by the Safety Officer or his designee will be assigned remedial training which currently consists of a video from our Insurance Company.

5.29 Any operator involved in more than two at fault accidents/incidents in any 6 month period, will be removed from the driving list for a period of ten days, be required to adhere to section 5.28 and take a defensive driving course.

5.30 Effective September 1, 2001 **no member** of the Port Washington Fire Department that is a student in High School will be allowed to respond to any alarms (Fire or EMS) between the hours of 7:00 am and 3:00 pm unless special called by the incident commander. (Signal 32 or Signal 10)

5.31 8524 Response:

Goal: The Port Washington Fire Department has come to a point where response has taken a downward turn and the chronic automatic alarms are increasing. This trend has forced the Chiefs office to reevaluate how the department responds to alarms within the fire protection district. As we know, an automatic alarm can turn out to be a real emergency and we must remain vigilant at all times.

The Chiefs office has identified that many of the automatic alarms are malfunctions or simply set off due to issues such as steam from a shower, smoke from cooking or dust from construction. In order to lighten the burden on the membership of responding to these types of alarms the chief's goal is to have INITIAL alarms of this nature handled by the Chiefs or an Officer in the spare car (8524) **This procedure is Monday – Friday, 6am to 6pm.**

1. The spare car will be available to Captains and Ex-Chiefs. If a captain or an ex-chief was available for that day or a certain block of time, they would sign the spare car out and notify the chief in town that he is on duty. A pager with chiefs' tones would be designated to be carried by the officer when they sign out the vehicle.
2. All automatic fire alarms will be transmitted as chiefs investigations. The only time it will be upgraded is if a 2nd source reporting a fire, no response within the 3 min from initial alarm or the IC requests additional units. In the event that there are no chiefs in town and 8524 is unable to be filled, the maintenance staff will respond and handle the calls.
3. The officer in 8524 would be responsible for filling out paper fire reports at calls where they responded and no chief was present. Reports would be left on chiefs' desk when pager and car are returned. They will be reviewed before forwarding to Fire Prevention Office. A log will also be filled out showing who signed out 8524, pager, returned, # of calls, fuel level etc.

THIS IS FOR AUTOMATIC ALARMS AND CO CALLS W/ NO AIDED ONLY, ALL OTHER ALARMS WILL BE DISPATCHED AS NORMAL.

5.32 No member is to enter the driveway at AH&L main house from South Washington during an alarm

SECTION 6: APPARATUS PROCEDURES (Formerly Section 3)

6.0 A "Signal 21" AND the location of the fire will be given by the first apparatus leaving each firehouse, and the ambulance leaving FMCo headquarters buildings. All other apparatus will give ONLY a "Signal 21." Firecom will only acknowledge the first apparatus, first ambulance, and all Chiefs that give a 21.

6.1 No more than two (2) engines, one (1) ladder truck and one (1) floodlight rescue truck shall normally enter into the fire scene block unless otherwise directed by the Incident Commander at any fire. All apparatus shall, whenever possible, situate close to curb lines, keeping the center of the road clear.

6.2 The **first due engine** at a General Alarm, structural fire is responsible for securing its own water supply and is responsible to feed the Siamese in any structure so equipped and shall:

A. Upon arrival, transmit a "Signal 22" and its disposition according to the action taken.

EXAMPLE

- "Signal 22, forward lay"
- "Signal 22, reverse lay feeding the building Siamese connection"
- "Signal 22, dead lay"
- "Signal 22, direct (hook up)"
- "Signal 22, steamer (hook up)"
- "Signal 22" (no water supply accomplished)

B. Take a position beyond the fire building, leaving the center of the road and the front of the building clear for other units.

C. Hand stretch one PWFD attack line (or larger diameter hand line for commercial buildings, etc.) into the fire building in a manner that will secure the safe exit from the fire building for its occupants, as well as confine and extinguish the fire. *NOTE: when a "Signal 12" is transmitted, the first engine will proceed to the scene without laying a supply line and await orders.

D. If feeding the Building Siamese, use the largest hose line available directly into the Siamese (i.e.: remove the gated Wye off the 4" hose and put the 4" into one side of the Siamese using 4" Storz X 2 ½ reducer with a threaded double male).

6.3 The **second due engine** at a General Alarm, structural fire, will:

A. Upon arrival, transmit a "Signal 98" and proceed to supply the first engine if necessary via positive pumping. (In cases where the first engine is already pumping positive, the second engine will stand-by in an accessible position)

B. Send its manpower to the fire scene to aid the crew of the first engine.

C. Hand stretches a second hose line of the same diameter (or larger diameter hand line for commercial buildings, etc.) from the first engine after the first line has been charged and is in operation.

6.4 The **third due engine** at a General Alarm structural fire, will act as the FAST (Firefighter Assist & Search Team) Engine. It will transmit a Signal 98-F on low band upon arrival. The apparatus should park at the end of the fire block and the crew should report with its equipment to the Command Post as the "FAST Engine".

6.5 All other engines, upon receiving the "Signal 98 or 98-F", will stand-by at the nearest intersections. These units will not enter the fire block and while standing by will leave the roadway open for the later arriving apparatus. These units will transmit a signal 6 and their location.

6.6 The **first due ladder truck** at a General Alarm, structural fire, will:

A. Upon arrival, transmit a "Signal 97."

B. Take a position in front of the fire building.

C. Forcible entry and Primary search if necessary.

D. Proceed to ladder the fire building according to the need for rescue and/or ventilation.

E. Prepare to ventilate the fire building.

F. UPON ORDERS ventilates the fire building. .

*NOTE: when a "Signal 12" is transmitted, the first ladder truck will proceed to its position and await orders from the Incident Commander.

6.7 The **first due floodlight rescue truck** at a General Alarm, structural fire, will:

A. Upon arrival, transmit a "Signal 97."

B. Take a position near the fire building that does not interfere with other units operating at the scene and provide scene lighting and power.

C. Employ its crew and equipment to assist the 1st due truck with primary search and ventilation if necessary.

D. Secure all utilities, electric, gas and water.

6.8 The **second due ladder** truck at a General Alarm, structural fire, will act as the FAST (Firefighter Assist & Search Team) Truck. It will transmit a Signal 97-F on low band upon arrival. The apparatus should park at the end of the fire block and the crew should report with its equipment to the Command Post as the "FAST Truck"

6.9 Standard Procedures For:

A. Working Car Fires- Minimum one 1 3/4" preconnect line pulled, preferably the front jump line.

B. Auto Accidents/Hurst Tool Calls- one 1 3/4" preconnect line pulled preferably the front jump line and flaked out immediately and left dry until ordered charged.

6.10 **Fire Medic Company** Department Response and procedures:

A. Only Fire Medic personnel that are qualified firefighters (and **approved** by the Chief of Department), or Tetarized technicians responding to a rescue call or auto accident etc, may respond on a line company vehicle provided that there is room. Only qualified firefighters will undertake line company duties at any time unless otherwise ordered by the Incident Commander.

B. The only Fire Medic personnel to respond to a fire scene are members on duty, line officers, "Tetarized" technicians, qualified firefighters, and Fire Police. * No PWFD company personnel are permitted to respond in private vehicles to calls on Roslyn West Shore Road.

C. Upon arrival at a fire scene, a "Signal 22" will be given and an aid station EMS command post will be set up near, not at, the Incident Command Post and remain on the fire scene until the Incident Commander discharges it.

D. The Fire Medic Company members, squad members and PWFD staff will respond, treat, stabilize and transport all patients according to Nassau County protocol.

E. All PWFD members and PWFD Staff at Emergency medical scenes will abide by both the P.W.F.D and the Fire Medic Company Operating Guidelines or rules.

F. Transportation calls must be arranged at least 24 hours prior to the time requested.

G. On all General Alarms if manpower permits the third due ambulance should remain on stand-by in quarters.

6.11 **Maintenance Personnel (Staff) Response Policy** (New Section)

Due to numerous factors, daytime has become a very difficult for volunteers and the need for the staff to supplement response has become more crucial. The chiefs' office has felt the need to revisit the way in which the staff responds to calls and would like review response procedures.

6.11.2 **Signal 9**:

At the beginning of the work day, the supervisor will have two staff members assigned to EMS duty. The first employee will be assigned as the primary technician and will respond with an ambulance and the second employee will be assigned to 8599a as the driver for the primary ambulance or as the technician for a second signal 9. When a signal 9 is alerted, both the ambulance and the 99a responder will **immediately** respond directly to the scene. The ambulance and the 99a car will respond **regardless** of whether there is a crew in house or not. This will ensure the fastest patient care possible.

6.11.3 **2nd Signal 9's:**

ALL STAFF: If the crew of the first call is all staff members, another staff member needs to be designated as the EMS first responder who will respond directly to the scene. The ONLY time the first responder will go to fire medics is if that person knows there is no other staff member available to respond to the ambulance.

99A ONLY: If the 99a member is the only member on the first signal 9, the secondary ems responder will assume the 99a position and will respond directly to the scene. The 3rd ems staffer will assume the duty to respond to the ambulance. This will remain in effect until the first ambulance returns into service.

6.11.4 **ALS Calls:**

If any staff member who is working who is not on ems (includes supervisors) and the call sounds like there would be a need for ALS, that member may respond. If a current call needs the request for ALS, the notification should be made to firecom and the ALS staff member should respond.

6.11.5 **Code 85 Signal 9:**

Calls for members or family members should be handled in the same way as a primary Signal 9 with the exception of the Supervisor or Asst. Supervisor who may respond.

6.11.6 Late Tour Signal 9:

In the event that a 2nd staff member is not on during the late tour. The staff member will return the ambulance and remain available in 99a. If the call is in the Port Washington Police or Sands Point Police District, the staff member will respond to Co 4 to obtain the ambulance. He will either fill out a crew or take the ambulance and the PD will drive. If the jurisdiction is covered by NCPD, the staff member will respond directly to the scene as 99a and start patient care and will remain until either a Fire Medic or EAB ambulance arrives.

6.11.7 **Signal 9's at Schools:**

All calls at schools will be handled the same as Code 85's.

6.11.8 **Mutual Aid Signal 9's**:

In the event of a mutual aid ambulance request, the 99a staff member will respond to fire medics to staff the ambulance. Only one (1) staff member may leave the district. If a full fire medic crew arrives, the 99a car will remain in service.

6.11.9 **Mutual Aid Fire:**

In the event of a mutual aid request for fire apparatus, a maximum of two (2) staff members will make up the crew. If a full complement of volunteers show, those staff members will remain in town.

A. The maintenance staff of the PWFD will **supplement** E.M.S. and fire response Monday to Friday 0600 by 1900 hours and occasionally on Saturdays manpower permitting and need.

B. Each day a member or combination of members of the staff will work a 0600 X 1900 tour of duty and will be assigned as the E.M.S. responder. Hours can be modified by Capt 4 with the Staff Supervisor and approval of the Chief.

C. One PWFD vehicle will be designated as the E.M.S. response vehicle (8599A) and in such will be equipped with ALL the appropriate supplies to be Part 800 NYS DOH certified.

D. The E.M.S. responder will be at Company 4 by no later than 0630 hours.

E. When the E.M.S. responder is present at Company 4 or in close proximity thereof and the emergency is in the PWPD or SPPD District he/she will respond in an ambulance ONLY after confirming that the Police will drive and FireCom is notified to transmit for "A DRIVER TO RESPOND TO THE SCENE". Additionally, other staff of the department will be notified via 2-way radio and if available or if conditions warrant will respond and assist.

F. When the EMS responder responds to a call and sufficient Department Personnel are present the responder will resume his/her duties, unless his/her assistance is required.

G. When the designated responder is present at a call and there is insufficient manpower present the appropriate notifications will be made.

H. P.W.F.D. Fire Medic personnel are still expected to respond during ALL hours of the day and night.

6.11.10 **Guidelines/ Rules for Ambulance usage:**

- 800 check list must be completed prior to ambulance leaving FMCO (unless there is a call)
- The ambulance must be left running during the day so the rear patient compartment must be kept at a temperature range of 65-72 degrees Fahrenheit
- When the ambulance is left running the ignition over ride will be used (the keys will never be left in the ignition unattended)
- If the ignition over ride is not working on a given ambulance Staff will take another ambulance for use
- Vehicle will remain locked/ secured at all times
- Windows will not be left down when unattended
- When possible ambulance will be parked inside a firehouse secured unless it need to be left running to maintain proper temperature
- Ambulances will be fuel as needed to keep fuel gauge over ¾ full
- Prior to staff taking the ambulance a walk around will be conducted and damages will be documented (pictures if needed)
- When the staff returns at the end of the day a walk around will be conducted and damages will be documented and if there is any new damages the captain will be notified immediately and incident reports and accident reports will be filled out and pictures will be taken
- On the truck room grease board staff will fill out which ambulance they have (unit number) and cell numbers of who has the ambulance
- 8547 will not be used for maintenance purposes since it can not idle all day

SECTION 7: STANDARD FIREGROUND OPERATIONS (formerly section 1a)

7.0 A Command Post will be established at all fires and emergencies by the Senior Officer-In-Charge (see Chain of Command), and thereafter maintained by the Officer-In-Charge hereafter known as Incident Commander until such time that the fire or emergency is declared terminated.

7.1 Commanding Officers of Companies, and Department Special Operation units, will report, upon arrival at the fire or emergency, to the Incident Commander at the Command Post.

7.2 It shall be the duty of a member arriving at a fire, prior to the arrival of the first due apparatus, and with no officers present, to:

- Ascertain whether there is a possibility of any life hazard or injuries.
- Check the extent and location of the fire.
- Locate the nearest hydrant for the first due apparatus.
- Upon the arrival of the first officer or apparatus the member shall report to same and advise accordingly.

7.3 Firefighters responding to a fire or other emergency (any call except a Signal 9 Aided Case), will wear turn out gear that is NFPA 1810 compliant and must be approved by the Chiefs office. This includes approved, helmet (including eye protection), turnout coat, and bunker pants with bunker boots, gloves and a hood. Inside the Fire ground Perimeter (as defined below) SCBA is to be worn by Interior Structural Firefighters. The only exceptions to this are Fire Police, Command Post, Drivers and the Hydrant person when operating **safely away from the fire area outside of the fire ground perimeter**. Fire Medic personnel will wear turn out gear as often as practical.

7.4 **"2 IN 2 OUT"**

***Procedures for interior structural firefighting**: **The* PWFD shall ensure that:**

- At least two members enter the IDLH (Immediately Dangerous to Life & Health) atmosphere and remain in visual or voice contact with one another at all times

AND

- At least two members are located outside the IDLH atmosphere

AND

- All members engaged in interior structural firefighting use SCBAs.

Note 1: One of the two individuals located outside the IDLH atmosphere may be assigned to an additional role, such as incident commander in charge of the emergency or safety officer, so long as this individual is able to perform assistance or rescue activities without jeopardizing the safety or health of any firefighter working at the incident.
Note 2: Nothing in this section is meant to preclude firefighters from performing emergency rescue activities before an entire team has assembled.

7.5 (New Section) Positioning of operating companies can severely affect the safety/survival of the companies. Personnel must use extra caution when placed in the following positions:

-Above the fire (floors, roofs, etc.)
-Where fire can move behind them
-Combining interior and exterior attack
-With limited access--one way in or out
-In areas containing hazardous materials
-Below ground fires (basement, etc.)
-Above/below ground rescues

Safety determines offensive or defensive attack decisions. When the rescue of savable victims has been completed, command must ask:

"IS THE RISK TO MY PERSONNEL WORTH THE PROPERTY THAT I CAN SAVE?"

When operating in a defensive mode, operating positions should be as far from the involved area as possible while still remaining both safe and effective. Position and operate from behind barriers if available.

The intent is for personnel to utilize safe positioning where possible or available in an effort to safeguard against sudden hazardous developments such as back draft explosion, structural collapse, etc.

When operating in an offensive mode, be prudently aggressive. An effective, coordinated interior attack operation directed toward knocking down the fire eliminates many problems.

Due to the inherent hazards of the immediate fire or incident scene, efforts will be made by command to limit the number of personnel on the fire ground to those assigned to a necessary function. There are only three places personnel can be on the fire ground:

1. In Staging
2. On Assignment
3. In Rehab

There are absolutely no exceptions. Freelancing may be grounds for dismissal.

The intent of this procedure is to minimize fire ground confusion and congestion and to limit the number of personnel exposed to fire ground hazards to only those necessary to successfully control the operation. Individuals or crews shall be restricted from wandering about the fire ground or congregating in non-function groups.

In hazardous situations, Command will strive to only use the necessary number of personnel within the hazard zone. Unmanned master streams will be utilized whenever possible.

In situations where crews must operate from opposing or conflicting positions (front vs. rear attack streams, roof vs. interior crews, etc.), utilize radio or face-to-face communications to coordinate your actions with those of the opposing crew in an effort to prevent needless injuries. Command will notify Sector Officers or Company Officers of opposing or conflicting operations.

Do not operate exterior streams, whether hand lines, master streams, ladder pipes, or any other exterior line into an area where interior crews are operating. This procedure is intended to prevent injuries to personnel due to stream blast and the driving of fire and/or heavy heat and smoke onto interior crews.

When laddering a roof, the ladder selected shall be one which will extend 2'-3' above the roof line. This shall be done in an effort to provide personnel operating on the roof with a visible means of egress.

If possible, when laddering a building under fire conditions, place ladders near building corners or fire walls as these areas are generally more stable in the event of structural failure.

When operating either above or below ground level, establish at least two (2) separate escape routes/means where possible (stairways, ladders, doors, exits, etc.), preferably at opposite ends or diagonal corners of the building or separated by considerable distance.

Many safety principles revolve around action that takes place within the fire ground perimeter or on the fire ground. For the purpose of Fire Company operations, the fire ground perimeter can be defined as:

The area inside an imaginary boundary that has been determined by safety considerations according to the foreseeable hazards of the particular incident. The flexible boundary that determines the fire ground can be altered by various safety factors.

All personnel entering the fire ground perimeter shall:

-Wear protective clothing appropriate to assignment
-Be part of an intact crew
-Be assigned on assignment

ALL OTHERS MUST REMAIN IN STAGING OR REHAB.

The fire ground perimeter is not necessary marked by any warning device. The area is defined, in most cases, by standard definitions described in this procedure. Where a hazard exists, banner tape may be used to identify the specific area where special precautions are necessary.

USE YELLOW FIRELINE TAPE on every structural fire. Yellow FIRELINE tape is intended to keep civilians and spectators out of an area where a hazard exists or where operations are in progress. This tape may also be used as a warning device for personnel authorized to operate on the fire ground. Yellow tape indicates that personnel should be

aware of a hazard and should cross the tape only when precautions have been taken. Tape may be used at other incidents, particularly where spectators have gathered.

Non-emergency personnel are NOT ALLOWED on the fire ground or in areas where operations are ongoing. Victims of fire should be taken to rehab.

At an MVA, spectators should be asked to stay in their automobiles. Spectators are not allowed any closer to the emergency scene than where traffic is stopped. Anyone who approaches close should be asked to leave. If they do not leave, notify Police. Remember, if the Incident Commander has closed the road, the road is closed and that includes pedestrian traffic.

7.6 Company Officers

- Company officers shall be able to account for the whereabouts and welfare of all crews under their assignment and must utilize the department member accountability system.
- Company officers shall insure that all crew members are operating within their assigned area only. Crews will not leave their respective group unless acknowledged by command.
- When crews are operating on assignment, company officers shall keep the officer or leader informed of changing conditions within the area, and particularly those changing conditions that may affect the safety of personnel.
- The rotation of companies will be utilized by Command during extended operations to provide an effective on-going level of personnel and their performance.

7.7 Structural Considerations

Structures have been known to collapse without warning, but usually there are signs that may tip off an alert fire officer. Action may be taken to avert any imminent hazard.

Tell Tale Signs:

-Cracks in exterior walls
-Bulges in exterior walls
-Sounds of structural movement--creaking, groaning, snapping, etc.
-Smoke or water leaking through walls.
-Flexible movement of any floor or roof where firefighters walk.
-Interior or exterior bearing walls or columns leaning twisting or flexing.
-Sagging or otherwise distorted rooflines.

The following construction features or conditions have been known to fail prematurely or to contribute to early structural failure when affected by fire:

-Parapet walls.
-Large, open, unsupported areas (supermarkets, warehouses, etc.).
-Large signs or marquees which may pull away from weakened walls.
-Cantilevered canopies which usually depend on the roof for support and may collapse as the roof fails.
-Ornamental or secondary front or sidewalls which may pull away and collapse.
-Buildings with light weight truss, bar joist, or bow string truss roofs.
-Building supported by unprotected metal (beams, columns, etc.).

Buildings containing one or more of the above features must be constantly evaluated for collapse potential.

7.8 **Evacuation**

Interior firefighting should be abandoned when the extent of the fire prohibits control or the structure becomes unsafe to operate within. When such conditions make the building untenable, evacuate, radio command and report to rehab.

The method of evacuation selected will vary depending on the following circumstances:

-Immanency of the hazard
-Type and extent of the hazard.
-Perception of the area affected by the hazard.

When Evacuation is ordered by Command, all engines in close proximity to the fire building will sound their horns and sirens continuously for at least one minute. This signal may be repeated or extended at command's discretion. "SIGNAL 41"

Command will also transmit on all channels the emergency signal and advise for crews to exit the fire ground perimeter. Command will immediately start a **P**ersonnel **A**ccountability **R**eport check of all crews working on the scene. Any units, crews that hear any evacuation signal or radio command will exit the building as soon as possible at the closest, practical exit. All units evacuating units will report to rehab.

Any units that have outside assignments will remain on assignment unless command moves them. However, any outside unit within the collapse zone must reposition to beyond the collapse zone and notify command after they have moved to their new position.

An Accountability Officer will conduct a **PAR** check every 5 minutes after an evacuation and notify command the results of that **PAR** check until all crews are accounted for or command suspends the par checks.

7.9 **Search and Rescue**

Search and rescue should be performed according to an efficient, well-planned procedure that includes the safety of search crew personnel.

The object of the search effort is to locate possible victims; not create additional ones by neglecting the safety of the search crew.

Individual search activities will be conducted by crews consisting of two or more firefighters wherever possible.

If search personnel are operating without a hose line, life-lines should be used when encountering conditions of severely limited visibility.

7.10 **High Rise Safety**

Fire personnel conducting operations in High Rise buildings are faced with many non-typical hazards due to the design, elevation, limited access and egress, etc. inherent in these buildings. High Rise buildings containing a working fire area are to be considered a high hazard area.

If a working fire is suspected in a high rise building, the following procedure shall be adhered to:

-Utilize stairways. Do NOT use elevators.
-Utilize Standpipe systems where available from floor below the fire.
-Force and control the door opposite or next to the room or apartment on fire in case of the need evacuate.

7.11 Acountability & Tagging Procedures

1. 1st Tag – "Roll Call"

a. If responding in or reporting to apparatus, members will clip their 1st tag to the ring on the apparatus.

b. If responding directly to the scene and not reporting to an apparatus for equipment (*SCBA, etc.*), members will bring their 1st tag to the CP.

c. The 1st tags left on the apparatus will be brought to the CP only when ordered by the IC.

2. 2nd Tag – Members Operating as a "Team"

a. Members operating as a "Team" (*ie: "Truck 1", "Line 2", "OV", etc.*) will give their 2nd tag to the officer of the team. (***A team's "Officer" may be any competent member acting in that capacity regardless of their rank or title***.)

b. The officer will attach his teams tag to his own and keep them for the duration of the team staying together.

c. The officer will remain in contact with the CP and report progress and any changes of location.

d. All members of the team shall attempt to remain together until their assignment is completed. If a team member must leave the building before the rest of the team, the member leaving must insure the officer is aware of it and the officer will notify the CP immediately.

e. Upon leaving the structure, the Officer shall account for the location and condition of every team member especially if the member was prematurely separated from the officer.

f. If the Officer is replaced by another Officer and the tags cannot be transferred at that time, the Officer with the tags will bring them to the CP. Members of that team or their current officer will have to report to the CP to retrieve their 2nd tags immediately after leaving the structure.

g. As soon as the Officer cannot locate any member of the team, the CP must be notified immediately.

h. The Officer shall return the 2nd tag to any member that is no longer remaining as part of the team.

i. Members in possession of their 2nd tag shall report to the staging area (*typically near the CP or a designated piece of apparatus*) for assignment.

3. 2nd Tag – Individuals Authorized to Operate Alone

a. Members assigned to operate alone (*Sector, Safety, Operations, etc.*) must leave their 2nd tag at the CP and insure the CP is aware of their assignment and location.

b. The Command Post must authorize any member working alone or in an isolated location. **FREELANCING WILL NOT BE TOLERATED**.

c. Members operating alone shall keep the CP updated with current changes of location or conditions.

d. Upon completion of their assignment, the member must report back to the CP for another assignment.

4. It is the member's responsibility to retrieve their tags from the CP and apparatus prior to taking up.

SECTION 8: DIVIDING A FIRE BUILDING (formerly Section 17)

8.0 In order to make our operations at an incident more efficient and less confusing we use a technique to identify the sides of a building (and related exposures) by assigning a numeric designation to each side. This will eliminate confusion in using directions such as "north", "south", "east", or "west" that can be ineffective if someone is not properly oriented. It also eliminates the confusion of using directions such as "right side" or "left side" which can be translated differently depending on where you are standing at the time.

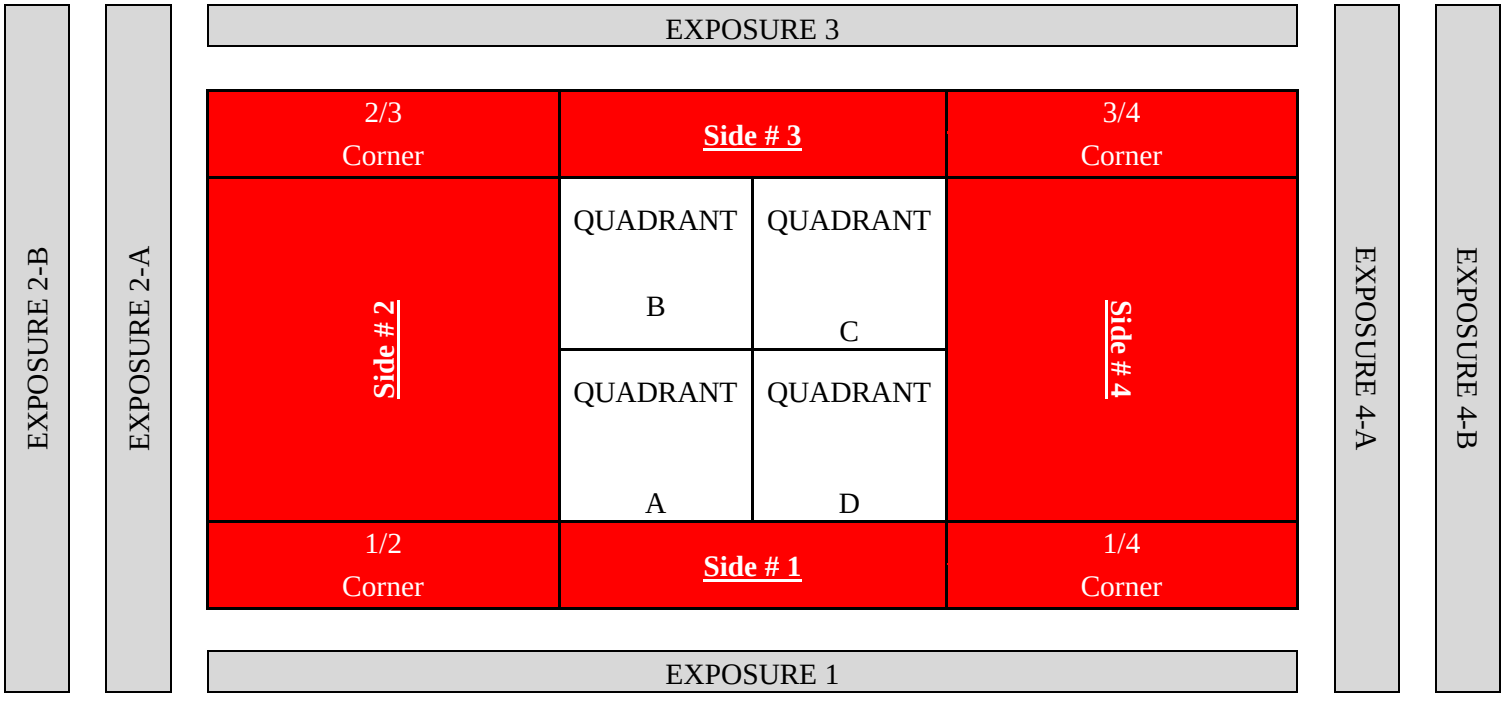
The system (which is shown on the attached diagrams) numerically indicates sides of the fire structure and their related exposures. With the designated front of the structure called Side 1, the remaining three sides and their respective exposures follow in numerical order, 2, 3 and 4, in a clockwise manner. Thus side 2 is the left side of the structure. The buildings, etc., exposed to that side are called Exposure 2 (2-2; 2-3; etc.) as may be needed should conditions worsen.

The interior and roof of the structure are divided into four quadrants, each designated by a letter to differentiate interior from exterior locations. The left front quadrant is designated "A" and proceeding again clockwise, the remaining 3 quadrants are designated "B", "C" and "D". Quadrant locations are useful in directing hose lines, transmitting the location of a roof or floor collapse, locating a trapped member or victim, etc. It narrows down an area and makes it easier to locate it or avoid it.

Normally the front of a building will be the side that faces the roadway. In the case of a building located on a corner, the front will be considered the side through which pedestrians normally enter. If the configuration of a building is such that it is difficult to determine the front, then the incident commander will announce which side will be designated as Side 1.

It is important that every member familiarize themselves with this system. It does make our operations less confusing and prevent any mistakes that could happen due to the misunderstanding of geographic directions. If any of this is unclear to you please don't hesitate to ask a line officer to clarify it for you. You can refer to the decals on the front of all Portable High Band radios in the apparatus for a diagram of the sides.

8.1 Diagram.



SECTION 9: MANPOWER REQUIREMENTS & APPARATUS RESPONSE (formerly Sec 4)

NOTE: If the level of manpower does not meet the PWFD minimum manpower requirements (after waiting for a **reasonable** amount of time) radio the commanding officer and request permission to respond 21-L AND give the number of personnel available on the apparatus. (Example: "Request 21-L driver plus 3"). The Commanding Officer will reply either affirmative or negative. (If negative, the apparatus should wait for a full compliment of manpower as indicated below).

9.0 DUTY COMPANY ASSIGNMENTS (formerly Section 5)

Month	Engine Company	Truck Company	Unit
January	PECO	AHLCO	#8522
February	FHHCO	AHLCO	#8522
March	PECO	AHLCO	#8522
April	FHHCO	AHLCO	#8522
May	PECO	AHLCO	#8522
June	FHHCO	AHLCO	#8522
July	PECO	AHLCO	#8522
August	FHHCO	AHLCO	#8522
September	PECO	AHLCO	#8522
October	FHHCO	AHLCO	#8522
November	PECO	AHLCO	#8522
December	FHHCO	AHLCO	#8522

If a crew is in quarters, the ambulance WILL respond to all Duty Co's.

In the event that a Duty Company Call is within a 2 block area of another fire station, and manpower is available, the closer Company may respond, also see section 11.9. If a Duty Company Call has been sounded and gets no response, a "Signal 8" will be sounded within a period of five (5) minutes. For Duty Company MVA all members should wear traffic safety vests at all times, reminder 8522 1st due, duty engine 2nd, ladder 3rd if needed.

9.1 PWFD **SIGNAL 8's** MINIMUM MANPOWER

A. All assigned fire apparatus will respond when the driver or Officer-In-Charge has at least two (2) SCBA qualified firefighters. The apparatus should wait a "reasonable" amount of time to gather additional manpower, especially if additional information indicates that it may be a non-routine event.

B. The dispatcher will give a "Signal 8" and the location of the alarm.

C. The following apparatus will respond:

AHLCO..... Ladder 8517 will be located at Co. 1 HQ when PECO is the Duty Company and Ladder 8519 will be located at Co. 1 HQ when FHH is The Duty Company.
(Heavy Rescue Signal 8's, 8522 from Co. 1)
PECO.....….one engine from main house and one from annex.
FHHCO..... one engine.
FMCO..... One ambulance to all Signal 8's.
FIRE POLICE VAN 8525 CAN RESPOND TO ANY ALARM IN PW.

AUTOMATIC FIRE ALARMS FROM ST. FRANCIS HOSPITAL, HELEN KELLER INSTITUTE, SANDS POINT NURSING HOME, (AND ALL PUBLIC AND PRIVATE SCHOOLS BETWEEN (0600 & 2100). A GENERAL ALARM WILL BE SOUNDED FOR AN AUTOMATIC ALARM RECEIVED FROM ANY OF THESE LOCATIONS.

9.2 PWFD **GENERAL ALARMS** MINIMUM MANPOWER

A. All apparatus will respond to General Alarms. The first due apparatus will respond when the driver or Officer-In-Charge has at least four (4) or five (5) firefighters. At least two (2) of these should be SCBA qualified.

B. All second and third due apparatus will respond when there are at least four (4) firefighters manning the truck. The apparatus may respond after a wait of 3 minutes if the required complement of firefighters does not arrive. At least two (2) of these should be SCBA qualified.

C. Two Ambulances are to respond to all General Alarms.

9.3 **EMS Signal 9 Ambulance call and EMS response to fire calls** (formerly Sec 6)

A. First Ambulance and all subsequent Ambulances should respond with the minimum of a qualified Chauffer and a Technician. In circumstances where the aided case is in the Port Washington or Sands Point Police District the technician can chauffer him/herself and the Police Officer at the scene will chauffer the ambulance to the hospital so the technician can perform patient care.

B. All EMS calls will be operated under the guidance of the Fire Medic Company operating rules, Nassau County Regional Emergency Medical Service COuncil (REMSCO) protocols and NYS Department of Health protocols.

SECTION 10: PROCEDURE FOR OPERATING AT MARINE DOCKING FACILITIES (formerly sec 13)

10.0 1st Due Engine

1. The driver will make every attempt to forward lay from a hydrant into the fire scene for the water supply. AS A LAST OPTION, perform a dead lay.
2. The driver will attempt to position the hose bed in such a way so that the hose may be easily hand stretched to the fire.
3. If the fire is within 400 feet of the Engine, the bulk of the crew will hand stretch the attack line or a straight 2-1/2" line to a point approximately 50 feet from the fire.
4. If the fire is more than 400 feet from the engine, the crew will operate using its portable pump as the 1st attack on the fire.

The portable pump and appliances will require the following number of personnel for efficient operation:
(4) Members to carry the pump and gasoline supply.
(1) Member to carry (2) 10' suction and strainer.
(2) Members to carry the high rise pack with at least 100 feet of 2-1/2" hose and the high rise bag.

10.1 2nd Due Engine

1. The portable pump on the 2nd due engine will respond in to the fire scene so that the portable pump may be utilized immediately to back up the 1st due crew. If hose will also be needed from the 2nd due engine, the driver will attempt to position the hose bed in such a way so that the hose may be easily hand stretched to the fire.

10.2 3rd Due Engine

1. Will supply water to the 1st due engine by positive pumping (direct or steamer hook-up).
2. The crew of the third due engine will act as the FAST (Firefighter Assist & Search Team) Engine. It will transmit a Signal 98-F. The crew should report with its equipment to the Command Post as the "FAST Engine". (Remember Life Jackets).

Any other engine will stand-by in the road with its crew. After contacting the OIC, it may send its crew to the fire scene to insure proper manpower for the aforementioned procedures.

10.3 1st Due Ladder

1. Will stand-by in the road and send its crew to the fire scene and may assist with the portable pump or hand stretch of hose lines in addition to overhaul.

10.4 2nd Due Ladder

1. Will transmit a signal 97-F and will report to Command Post with life vests and be identified as the FAST Truck.

10.5 1st Due Rescue

1. Will respond in to the fire scene with tools and exposure Suits & Lifejackets and proceed to the IC to check in and position on the dock for safety of members.

10.6 1st due Marine Unit

1. Marine Team personnel will respond to 85Marine1 (85M1) and as per the marine team operating guidelines respond with the appropriate qualified staffing to the proximity of the marine facility and await orders from the incident commander.

10.7 ***SPECIAL OPERATIONS*** (New Section)

MARINE RESPONSE GUIDELINES

A. All response guidelines will be as per the PWFD Marine Unit Operating Guidelines.

B. All Calls for EMERGENCY response shall initiate from FireComm. Any call from any other source FireComm will be notified.

C. All calls for off shore assistance, whether fire/EMS related will be dispatched as a "Signal 8 all Manpower to respond to Co's 1 and 3." And the response should be as follows:

1. Marine team members to respond directly to 85 Marine1 (85M1)
2. Remaining line company personnel to respond to Co's 1 and 3.
3. Co 4 members to respond to Co 4.

D. From Co 1 the 1st due apparatus should be the rescue unit 8522, and 2nd due, the ladder.

E. From Co 3 the 1st due unit should be 8525 towing 85Marine 2 (85M2) and respond along with 8522 to a launching point in proximity of the call. The 2nd due from Co 3 should be an Engine with manpower.

F. From Co 4 a technician in a fly car should respond to 85Marine1 and if per PWFD Marine Unit Operating Guidelines on board 85m1 and an ambulance should respond to a location where an aided may be brought by boat for transportation to the closet hospital.

G. All units including 85Marine1 (85M1) should give a signal 21 when enroute and signal 22 when arrived at scene and all PWFD frequencies will be monitored.

H. 85Marine1 will also utilize marine radio frequencies in an attempt to contact the vessel involved with the incident/emergency.

10.8 ***SPECIAL OPERATIONS*** (New Section)

TACTICAL RESCUE TEAM (TRT) RESPONSE GUIDELINES

NASSAU COUNTY TECHNICAL RESCUE
RESPONSE MATRIX

A. **Purpose:** To provide a standard operating procedure for incidents in Nassau County that requires Technical Rescue.

B. **Scope:** This plan is for use by all Fire, Police and Ems agencies in the County of Nassau, for incidents within the County, when part of a bona fide mutual aid request.

C. **History:** Recent events, such as natural and man- made disasters, have created an increased awareness throughout our area of the area for technical rescue capabilities. Many of these events exhaust the resources of the first responder agencies. The Technical Rescue Response Plan has been designed to provide all agencies within Nassau County a guide for managing the incident as well as the response capabilities available to assist them in safely mitigating the event.

D. **Types of Events**: Technical Rescue events are divided into two major categories, natural and man-made. Natural disasters include, but are not limited to hurricanes, tornadoes, blizzards, floods and earthquakes. Man-made situations include industrial incidents such as confined space, trench and building collapse, urban search and rescue major transportation accidents. Recent terrorism events have also prompted the need for an organized Technical Rescue Response effort.

E. **Technical Rescue Responses**: Technical rescue responses are major operations that require the ultimate cooperation between responders and response agencies involved in the event. Fire, Police and EMS will be drawn together to operate within a hazardous, evolving environment. Additional agencies outside this County response, as part of this plan, may also be required on scene. It is imperative that all involved follow established Incident Command and Technical Rescue Response Procedures.

Plan Activation

Upon initial size-up by the Incident Commander, he/she must notify their own dispatcher or Nassau County FIRECOM and advise them of the scene situation. Host dispatcher or FIRECOM will then initiate a Level 1 response. For Level 2, 3, and 4, the host department must notify FIRECOM for all additional Mutual Aid and requests for additional resources.

Level 1

In a Level 1 Basic Response, the host department will request:
-1 Primary Technical Rescue Team to respond to scene
-1 Secondary Technical Rescue Team will be alerted to assemble and Standby in quarters
-Nassau County Police Emergency Service Unit
-1 ALS Ambulance for each TRT at scene in addition to ambulances for victims.

Level 2

In a Level 2 Medium Response, the host department will request:
-Level 1 Response Plus below
-Secondary Technical Rescue Team will respond to the scene if not already
-Third Technical Rescue Team will respond to the Scene
-Fourth Technical Rescue Team will be alerted to assemble Standby in quarters
-Field Communications Unit/ Mobile Command Unit to respond to the Scene
-Nassau County Office Of Emergency Management to respond to the scene
-Rehabilitation Unit to established and or special called

Level 3

In *a Level 3 Extended Operation Response, the host department will request:*
-Level 2 response plus below
-Fourth Technical Rescue Team will respond to the scene if not already
-Fifth Technical Rescue Team (South West Task Force) to the assemble and standby in quarters
-Additional ALS Ambulance assigned to additional TRT requested

Level 4

In a level 4 Major Incident Response, the host department will request:
-Fifth Technical Rescue Team to the scene
-Notify FDNY and or Suffolk County for any additional Technical Rescue Teams

NASSAU COUNTY TECHNICAL RESCUE
RESPONSE MATRIX

BATTALION	PRIMARY RESPONSE	3RD DUE	4TH DUE	5TH DUE
1ST BATT.	ML/PW SW T/F	N BELLMORE	FREEPORT	BETHPAGE
2ND BATT.	FREEPORT SW T/F	N. BELLMORE	BETHPAGE	ML/PW
3RD BATT.	SW T/F FREEPORT	N. BELLMORE	BETHPAGE	ML/PW
4TH BATT.	SW T/F FREEPORT	N. BELLMORE	BETHPAGE	ML/PW
5TH BATT.	BETHPAGE ML/PW	N. BELLMORE	FREEPORT	SW T/F
6TH BATT. (W)	N. BELLMORE FREEPORT	BETHPAGE	SW T/F	ML/PW
6TH BATT (E)	N. BELLMORE BETHPAGE	FREEPORT	SW T/F	ML/PW
7TH BATT (W)	SW T/F FREEPORT	N. BELLMORE	BETHPAGE	ML/PW
7TH BATT. (E)	FREEPORT N. BELLMORE	BETHPAGE	SW T/F	ML/PW
8TH BATT.	ML/PW BETHPAGE	N. BELLMORE	FREEPORT	SW T/F
9TH BATT.	BETHPAGE N. BELLMORE	FREEPORT	ML/PW	SW T/F

- **Any requests for a technical rescue resources, requires notification for 2 Technical Rescue Teams (PRIMARY RESPONSE)**
- **The IC can request additional Technical Rescue Teams, or the Primary Response Teams can make a request through the IC.**

- **6th Batt. West (W) Region** - Merrick, N. Merrick, Bellmore, N. Bellmore
- **6th Batt. East (E) Region** - Massapequa, N. Massapequa, E. Meadow, Seaford, Wantagh, Levittown
- **7th Batt. West (W) Region** - Elmont, Franklin Square & Munson, W. Hempstead, Hempstead, S. Hempstead
- **7th Batt. East (E) Region** - Uniondale, Roosevelt

10.9 RESPONSE WITHIN PWFD

A. Initial Response to any request will follow present PWFD Operating Guidelines.

B. Requests for Level 1 Matrix response will be made through FireComm.

C. All members will report to Company 1 and 2 main houses. (current location of duty Engine & 8585)

1. First Response vehicles will be 8585 and one suburban, as well as the Duty Company Engine and the 1st due Ladder from Company 1 HQ.
2. While en-route, whether confirmed or unconfirmed, one rescuer and one back-up will don harnesses over their turnout gear unless directed otherwise.
3. Members' arriving after apparatus has responded shall request instructions from the incident commander.

SECTION 11: DAYTIME RESPONSE (New Section)

11.0 Effective April 10, 2000 during the weekday (Monday through Friday) hours of 6 a.m. and 5 p.m., all responding fire apparatus will respond from one location (AH&L Company 1 Main House) with two engines, one ladder, and one rescue truck.

11.1 The first unit to respond on all calls will be the Duty Co. Engine, then the Ladder, then the 2nd Due Engine, and then the Rescue. EXCEPT Carbon Monoxide, MVA's and Heavy Rescue calls, Rescue will roll 1st.

11.2 The engine of the Duty Co. will respond first. If there is a full crew and no driver present qualified to drive the Duty Co. engine, then the other engine will respond first due with its qualified driver. If after waiting for at least 3-5 minutes, if no qualified chauffer arrives for either engine, and there is a qualified Co. 1 chauffer present, that Co. 1 apparatus should roll 1st due. The ladder will respond first only when specifically requested or in the scenario above.In addition, if more than one alarm comes in at the same or close to the same time and the ladder has not rolled for the 1st alarm the 2nd due engine will roll to the additional call before the ladder rolls.

11.3 The response to Heavy Rescue calls during the proposed response hours will be a Signal 8 and will be as follows; 8522, the Duty Co. engine and then the ladder from Co. 1.

11.4 On a 24 hour 7 day a week basis, all Duty Co. responses will be from Co. 1 main house. Members in other firehouses should respond to Co. 1 for Duty Company calls unless a full crew is immediately present. In this case 2 engines may roll to the Duty Company.

11.5 For Signal 9 MVA auto accidents the first unit to respond will be the Rescue truck. In the event that no driver responds for that vehicle the Incident Commander will be contacted via radio and the appropriate equipment will be placed on the engine for response to the alarm.

11.6 When FireCom re alerts for a Signal 10 or working fire, members may respond to any firehouse.

11.7 All vehicles (utility and personal) should approach Co. 1 from Carlton Avenue and park in the lot. There is no access to Co. 1 during alarms from the South Washington Street ramp

11.8 The first five firefighters at the response location will man the first due engine. If a driver of the ladder truck is one of those members, then he/she will automatically drive the ladder truck. The next four members that respond will man the ladder, then the second engine and rescue will be manned accordingly.

11.9 If a driver and four (4) firefighters are immediately present at another firehouse when an alarm is transmitted those members can respond in the appropriate engine, ladder, rescue, etc. from that firehouse

11.10 If the minimum manpower is not present, utility vehicles are to be used to respond to Co. 1 with lights and sirens (not the scene). Only EVOC & medically certified members will drive with lights and sirens. All other members should drive these vehicles to Co. 1 without lights and sirens. No radio signals are to be given by these utility vehicles. These utility vehicles should be parked at Co. 1 so as not to hinder the response of any apparatus or the movement of any member's personal vehicle or traffic on a roadway.

11.11 All Mutual Aid apparatus will respond from Co. 1 at all times 24 hours a day. The only exceptions will be as specifically requested by FireCom.

11.12 ALL apparatus is to respond to all alarms until the IC says not to.

SECTION 12: ADDITIONAL ALARM PROCEDURES (New Section)

12.0 When a signal 10 is transmitted:

1. Alert tone "A signal 10 has been transmitted in Port Washington"
2. Re-Transmit the alarm as a signal 10 with audibles.
3. Mutual aid Roslyn for F.A.S.T. to the scene.
4. Mutual aid Manhasset-Lakeville 1 Ladder to the scene.
5. Mutual aid: Standby at Co. 1 HQ-25 Carlton Avenue
   - 1 Ladder from Great Neck Vigilants
   - 1 Engine from Plandome
   - 1 Rescue from East Norwich w/tool (to stay in house unless an MVA pin job.)
   - 1 Ambulance from Manhasset-Lakeville
6. Notify utility companies: 27E / 27G
7. Notify PWFD Maintenance

12.1 2nd Alarm:

1. Alert tone "A 2nd alarm has been transmitted in Port Washington"
2. Move in house standby crews to the scene
3. Mutual aid: Standby at Co. 1 HQ-25 Carlton Avenue
   - 1 Ladder from Williston Park
   - 1 Engine from Albertson
   - 1 Ambulance from Roslyn
4. Mutual aid additional F.A.S.T. team from Glenwood to the scene
5. Request NCPD ambulance (Ensures a code 1 is on scene)
6. Request Field com to respond

12.2 3rd Alarm:

1. Alert tone "A 3rd alarm has been transmitted in Port Washington"
2. Move in house standby crews to the scene
3. Mutual aid: Standby at Co. 1 HQ-25 Carlton Avenue
   - 1 Ladder from New Hyde Park
   - 1 Engine from Roslyn Rescue
   - 1 Ambulance from Williston Park
4. Mutual aid additional F.A.S.T. team from Sea Cliff to the scene

12.3 4th Alarm:

1. Alert tone "A 4th alarm has been transmitted in Port Washington"
2. Move in house standby crews to the scene
3. Mutual aid: Standby at Co. 1 HQ-25 Carlton Avenue
   - 1 Ladder from Westbury
   - 1 Engine from East Williston
   - 1 Ambulance from Glenwood
4. Mutual aid additional F.A.S.T. team from Glen Cove.

12.4 5th Alarm:

1. Alert tone "A 5th alarm has been transmitted in Port Washington"
2. Move in house standby crews to the scene
3. Mutual aid: Standby at Co. 1 HQ-25 Carlton Avenue
   - 1 Ladder from Locust Valley
   - 1 Engine from Carle Place
   - 1 Ambulance from Sea Cliff
3. Mutual aid additional F.A.S.T. team from Garden City Park.

12.5 6th Alarm or higher:

1. Alert tone "A 6th(+) alarm has been transmitted in Port Washington"
2. Move in house standby crews to the scene
3. Mutual aid: Standby at Co. 1 HQ-25 Carlton Avenue.
   - Units requested will be at the descresion of Fire Com.

SECTION 13: MUTUAL AID TO OTHER DEPARTMENTS

13.0 The following apparatus **ONLY** will respond to all mutual aid unless specifically changed by the Incident Commander or FIRECOM:

AHLCO....…… 8519 or 8517 based on specific request
AHLCO…… 8522 for a FAST TEAM request.
PECO or FHHCO……. The current month Duty Company Engine only
FMCO.……..... One ambulance

A. All members resesponding to mutual aid requests for fire apparatus are to respond to Co. 1 HQ.

B. All members responding to mutual aid requests for an ambulance are to respond to Co. 4.

C. The Duty Company ENGINE will respond to mutual aid fires to other departments requesting 1 engine only.

D. Plandome FD Mutual Aid on Plandome phone alarms the LADDER responds first and Engine second regardless of how FIRECOM transmits unless they specifically call only an engine.

E. Mutual aid request to NYC will be Engine 8511 and Ambulance 854 and as per the Nassau County Fire Commission adopted "Nassau County Fire Service plan for relocation of mutual aid units to NYC." The minimum qualifications for response personnel will be a firefighter who has successfully completed the Primary and Essentials course, Dept (Company) Operations (engine or truck), and SCBA qualified training with a minimum of two years experience. Minimum will be 6 firefighters including driver and officer, maximum will be the seating capacity of the apparatus. No Chiefs cars or utility vehicles will respond unless specifically requested.

F. Mutual and/or STANDBY requests made for any PWFD equipment shall be forwarded to the Chiefs for approval.

13.1 Mutual Aid radios at AH&L main house are to be taken and utilized on all mutual aid calls.

SECTION 14: EMERGENCY & WEATHER STAND-BY (Signal 70)

14.0 The following fire stations will be manned:

AHLCO..... Carlton Avenue
PECO..... South Washington Street
FHHCO..... Haven Avenue

Each station should have a minimum of one full crew ready to respond.

FMCO..... Harbor Road

Fire Medic Company should have two (2) crews ready to respond to fire and emergency medical calls.

A. Responses to fire alarms while on emergency stand-by:

- General Alarms – 2 pieces of apparatus from each stand-by station (firefighters responding to AHLCO and PECO annexes will stand-by). 1 ambulance from FMCO and 8525.

- Signal 8's - 1 piece of apparatus from each stand-by station, 1 ambulance and 8525.

B. Response to fire alarms while on weather stand-by:

- General Alarms and Signal 8's - 1 piece of apparatus from each station or a more limited zone response as deemed safe by the Chiefs.

C. When possible the PWFD dispatch console can be manned to dispatch calls during weather or emergency standbys. The dispatcher will be assigned by the Chiefs and will assign apparatus to calls with the Chiefs authority.

D. During inclement weather should sustained winds speeds reach 35 mph NO LADDER will be elevated at any alarm, if sustained winds reach 55 mph, response ceases for all personnel and equipment.

SECTION 15: DISASTER PROCEDURE OUTLINE (formerly Section 15)

15.0 The responsible FD Officer in Charge at the Command Post will be in charge of the entire operation at the Command Post and will follow the PWFD Incident Command System (ICS).

A. Disaster reporting to Fire Communications

1. Nature of occurrence.
2. Verification of location.
3. Casualty and damage assessment.
4. Assistance requested (mutual aid).
5. Location of arriving fire equipment staging area.
6. Location of Command Post.

B. Ambulance staging area will be set up per the ICS.

C. Fire equipment staging area will be set up per the ICS.

D. Medical Aid Station

1. One fire medical supervisor in charge to communicate with the Command Post.
2. First responding ambulance will be utilized as Medical Aid Station (does not transport).
3. Must establish radio contact with Medical Control.
4. Ambulance operators will remain with vehicle at all times.
5. AMT or EMT will be assigned to each ambulance at the Medical Aid Station.
6. REHAB to be set up if needed as per PWFD Incident Rehabilitation Plan.

E. Request for Triage Team through Fire Communications if 30 or more are seriously injured.

1. Doctors and nurses will be dispatched.

F. Minimum police response (NCPD)

1. Supervisor (1)
2. Sector patrol cars (2)
3. Cardiac ambulance (1)
4. Ambulances (2)

I. Morgue to be set up and run by police.

1. Equipment available from each Department - rescue, ambulance, truck and engine.
2. Map showing boundaries and fire house locations, schools, churches and public buildings.

SECTION 16: POLICIES/GUIDELINES/PROGRAMS (formerly Section 8)

16.0 All members will abide by any and all policies/programs/procedures/guidelines that are adopted by the PWFD (some of which include):

1. Accountability System
2. Mayday/Urgent Policy
3. PWFD Carbon Monoxide Response Guidelines
4. PWFD Infection Control Program
5. PWFD Rehabilitation Program

    - Which consists of the policy that the PWFD will provide and or pay for refreshments-rehabilitation for all drills, standby and or any alarm or incident as the Incident Commander sees fit.

6. PWFD Respiratory Protection
7. Tactical Rescue Team Operating Guidelines
8. Marine Fire/Rescue Team Operating Guidelines
9. Nassau County Fire Commission plan for relocation of mutual aid units to NYC
10. Incident Command System/NIMS
11. PWFD Controlled Substances Operational Plan (2014 edition)
12. PWFD Social Media Policy
13. PWFD Facial Hair Policy
14. Electronic Recording Devices
15. Medicals
16. LOSAP

16.1 SOCIAL MEDIA POLICY

This policy sets forth the expectations of the Port Washington Fire Department with respect to member and employee use of social media. This policy shall not supersede, limit, abridge or abrogate in any way a member's or employee's right under Federal, State and/or local laws, rules or regulations.

Social Media, as used in this policy, includes all forms of electronic communication through which a person shares information, ideas, personal messages, videos, photographs, pictures and other content as part of an online community.

This policy is not intended to limit the right to freedom of speech or expression of members or employees. Members and employees are free to express themselves as private citizens. This policy has been established to uphold the integrity of the mission of the Department, its members and employees and to maintain the public trust and confidence. Accordingly, the Chief's Office may review and investigate such personal use of social media upon reasonable cause.

Members or employees seeking to represent the Department through social media, shall obtain the express written permission of the Chief's office or his/her designee prior to engaging in such activity. Members or employees engaging in social media with the express written permission of the Chief's office shall, in addition to any direction provided by the Chiefs Office:

1. Properly identify themselves as a member or employee of the Department.

2. At all times conduct themselves as representatives of the Department and accordingly, adhere to all laws and Department rules, policies and orders.

3. Refrain conduct that impairs or impedes the performance of the Department or negatively affects the public perception of the Department.

4. Observe and abide by all copyright, trademark and legal restrictions.

Members or employees may engage and participate in personal use of social media. Members and employees who are off-duty and utilizing property not owned or operated by the Port Washington Fire Department to engage in the personal use of social media do not represent the Port Washington Fire Department or any official position maintained by it. However, existing laws, rules, policies and orders that govern off-duty conduct are applicable to conduct associated with social media. In addition, members and employees engaging in the personal use of social media are:

1. Prohibited from using their rank, title or position in a manner that would imply that they represent the interest or official position of the Department without prior written permission from the Chief's office.

2. Prohibited from publishing any materials or making any statements that could reasonably be considered to represent the views or positions of the Department without authorization from the Chief's office.

3. Prohibited from expressly stating or implying that they are speaking or acting on behalf of the Department or representing or representing the interest of the Department.

4. Prohibited from engaging in any type of social media contact with patients, fire victims, or any members of the public with whom they interact in their capacity as Members or employees, to the same extent contact is prohibited by other means of communication.

5. Prohibited from posting any depiction or illustration of:

    a) the official Department seal, logo, patch, or badge; or

    b) any text, multimedia files, or depictions in a manner that may give the appearance that such is an official site of the Department.

Members and employees are encouraged to seek guidance from the Chief's Office if they have any questions regarding compliance with this policy.

Members and employees are reminded that this policy cannot address every possible circumstance regarding social media use, but that it establishes policies and guidelines to protect the Department and its membership and employees. Any action on social media outlets that is determined to be harmful to the Department, its interests, or its members or its employees may constitute grounds for discipline, including termination.

16.2 GROOMING & APPEARANCE STANDARDS –ALL PERSONNEL

PURPOSE: To set minimum standards for personal grooming of all personnel. All personnel must present themselves in such a way as to generate trust, confidence, and respect from the public and the citizens of the community. It is not the goal of this guideline to regulate or dictate matters of personal style and taste, except to the degree that individual appearance decisions would lessen public confidence in the organization.

POLICY: Members are expected to abide by the grooming standards specified herein. All standards and rules that pertain to personal grooming apply to all members anytime they wear Port Washington Fire Department apparel, and/or representing the department

AUTHORITY & RESPONSIBILITY:
All officers are responsible to ensure that members conform to these standards.

1. All personnel are expected to take pride in their appearance, maintain a positive public image, and enhance personal safety through the grooming standards outlined in this SOG. The standards outlined in this SOG are a requirement.
2. Members whose appearance violates department standards will be informed of the necessary corrections needed for compliance. In cases of extreme violations or safety hazards, members will not be permitted represent the department until the correction has been made.
3. Members who refuse to comply with these standards and directives may be subject to disciplinary action.
4. Hair must be neat, clean, and conservatively groomed as described. Hair length, style, and bulk must permit safe and effective use of all PPE required to be used by the member.
5. Hair, sideburns, mustaches, soul patches, and articles of clothing must never interfere with use of personal protective equipment (PPE), including helmets and SCBA masks.

16.3 FACIAL HAIR

1. Beards are prohibited, except soul patches, which is a small tuft of hair centered under the lower lip. Soul patches must not connect to mustaches or extend lower than one inch (1") below the corners of the mouth.
2. Mustaches must not interfere with the seal of a mask and must be kept neatly trimmed. They may not exceed more than one inch (1") beyond or one inch (1") below the corner of the mouth.
3. Sideburns may not extend below the bottom of the earlobe, nor exceed 1-1/2" at the widest point, or extend to a point that interferes with the seal of the SCBA mask.

NCFSA
March 11, 2016
Re: OSHA Respiratory Protection Standard

Purpose: *The purpose of this guideline is to reinforce the "facial hair" policy that was discussed at the NCFSA Annual Chief's Meeting which was held on March 3, 2016. It provides personal grooming standards conducive to the safe and effective use of Self Contained Breathing Apparatus (SCBA).*

Background*: To promote understanding of this policy, the following information is provided:*
Occupational Safety and Health Standard 29 CFR 1910.134 – "…shall not permit respirators with tight-fitting facepieces to be worn by employees who have:"
• Facial hair that comes between the sealing surface of the facepiece and the face or that interferes with valve function; or
• Any condition that interferes with the face-to-facepiece seal or valve function.

Additionally: NFPA 1500 - 2013, Fire Department Occupational Health and Safety Program - NFPA 1500 clearly states in 7.14.3 "Members who have a beard or facial hair at any point where the facepiece is designed to seal with the face" "shall not be permitted to use respiratory protection at emergency incidents or in hazardous or potentially hazardous atmospheres."

Scope: *This guideline applies to any and all personnel conducting training at or under the supervision of the Nassau County Fire Service Academy.*

Definitions:
SCBA - Self-Contained Breathing Apparatus
Personnel – students and employees

Policy: *Personnel with a beard or facial hair growth coming into contact at any point with the area of an SCBA facepiece designed to seal with the face shall not engage in activities involving the use of an SCBA.*

16.4 ELECTRONIC RECORDING DEVICES

This policy sets forth the expectations of the Port Washington Fire Department with respect to member and employee use of electronic recording devices. This policy shall not supersede, limit, abridge or abrogate in any way a member's or employee's right under Federal, State and/or local laws, rules or regulations.

Electronic Recording Devices, as used in this policy, include all forms of electronic devices which can be utilized to record audio, video and/or photographs.

Without the express written permission of the Chief's office or his/her designee, no member or employees shall use an Electronic Recording Device while engaged in official duty for the Department. Any recordings made be a member or employee in the course and scope of their duties are the sole property of the Port Washington Fire Department.

No recordings taken by a member or employee in the course and scope of their duties may be used, in any manner without the express permission from the Chief's Office or his/her designee.

The use of helmet or point of view cameras while engaged in firematic activities is strictly prohibited.

A violation of this policy may constitute grounds for discipline, including termination.

16.5 **MEDICALS**

All members are required to obtain and maintain a department physical once a year or bi-annually depending on the members category. Any member with an expired medical will be placed out of service until the member receives a medical. Any member placed out of service will NOT be eligible to receive points.

There are 8 medical categories:

1. May perform all duties required of an interior structural firefighter	Yearly-Status 1
2. Driver of emergency vehicles	Yearly- Status 2
3. Exterior firefighter	Bi-Annual Status 3
4. EMS only	Bi-Annual Status 4
5. Light duty	Return to service- 0
6. May drive fire department vehicle for a non emergency	Return to service- 0
7. May not drive department vehicles	Return to service- 0
8. May perform administrative duties only	Return to service- 0

The department office manager will notify each member 90 days prior to their medical expiring. Memers are then to make an appointment within the next 90 days prior to expiring.

16.5 **LOSAP (Length of Service Awards Program)**

- Credit within the LOSAP for response to and participation in alarms of Fire and EMS

Definition: Attending/responding/participating in an alarm: a member is determined to have Attended/responded to or participated in an alarm when upon notification of said alarm the member responds to the firehouse or alarm scene and is readily capable/qualified of participating in the actions needing to be preformed by the PWFD at said alarm.

EMS Qualified Member: a member of the PWFD is EMS qualified when they are a member of the fire medic company or have been certified by the chief of the PWFD to participate in ems related alarms. To be considered for certification by the chief of the PWFD the member must be either an EMT or a qualified ambulance driver

Fire call Credit: members of the PWFD that respond to or participate in a "fire call" are eligible to receive credit within the LOSAP system for attending said alarm.

Ems call credit: ems qualified members of the PWFD that respond to or participate in an "ems call" are eligible to receive credit within the LOSAP system for attending said alarm.

SECTION 17: CHANGES TO OPERATING RULES AND PENALTIES (formerly Section 9)

17.0 Corrections, deletions, additions and changes may be made at any time provided that notice is given to Company Officers at a regular monthly meeting of the Fire Officers Board (FOB) and thereafter posted in all Company headquarters.

17.1 The Incident Commander may make immediate changes to, and order any deviation from, the Operating Guidelines that are deemed necessary for the proper extinguishment of fire or handling of any emergency situation. In the event the Operating Guidelines and common sense are in conflict, common sense should prevail.

17.2 The Chief and Assistant Chiefs may make immediate changes to, and order deviation from, the

Operating Guidelines that are deemed necessary for the day to day Operations of the Department. In the event the Operating Guidelines and common sense are in conflict, common sense should prevail.

17.3 Penalties for violation of the Operating Guidelines:

- The Incident Commander and/or the Chiefs may invoke the provisions of the bylaws of the Port Washington Fire Department regarding suspensions and charges against any Officer or member for violation of the Operating Guidelines, or for conduct unbecoming a firefighter.

Section 18: SAFETY OFFICERS (formerly Section 7)

18.0 The Chief of Department at the beginning of his/her term of office will appoint a Safety Officer and Assistant Safety Officers. The Safety Officer will be responsible for reporting any unsafe conditions at an incident to the Incident Commander (IC). The IC will make the final decision as to the degree that the unsafe condition affects the operating personnel and will take appropriate action.

18.1 The Safety Officer shall be either a former Chief or a former Captain of a Line Company. The Assistant Safety Officers shall be either a former Chief or a former Captain of a Company.

18.2 Any condition that the Safety Officer(s) deems to be a clear and imminent danger to the operating personnel will be immediately corrected without the approval of the IC. In such instances the Safety Officer(s) shall have the authority of the Chief of Department. The Safety Officer(s)'s order to correct such an unsafe condition must be carried out as if the Chief of Department gave it. The IC is to be notified of such action as soon after the order has been given as is practical.

18.3 The Safety Officer(s) will make recommendations to the Chief of Department that he/she feels will enhance the safe operations of the Department.

18.4 The Chief of Department will appoint as many Assistant Safety Officers as necessary to assist the Safety Officer with his/her responsibilities.

18.5 The Safety Officer, and Assistant Safety Officers, will be properly identified when acting in their capacity at an incident and are authorized to respond directly to any scene, with the exception of Roslyn West Shore Road.

18.6 The Safety Officer will be notified for all apparatus collisions.

18.7 **Overall Responsibilities of Safety Officers**

A. Functions:

1. In Incident Command structure, reports directly to the Incident Commander(IC).
2. Role is staff
3. Does not perform sector command function
4. Should not perform firefighting duties.

B. On Arrival:

1. Report to IC, obtain radio(s) if necessary or advise signal 22 via radio.
2. Survey scene, monitor radio frequencies
3. Identify, assess and monitor existing and potential hazards or unsafe conditions.
4. Develop and recommend measures to insure safety of all responding personnel.

C. **During Fire or Emergency Operations:**

1. Has functional authority to alter, suspend or terminate actions or operations which is life threatening, or which present an imminent hazard to operating personnel.
2. Has authority to act to prevent injury. When time permits, ISO shall issue these directions through the chain of command, usually the company officer in charge of the operation. He does not issue firefighting orders unless the order is based on a safety problem.
3. Must maintain mobility to constantly examine all portions of the operation, and report observations every 15 minutes to the IC. This includes but is not limited to fire spread, smoke conditions, building construction and weaknesses, burn time, fatigue or heat exhaustion potential, placement of ladders and hose lines, including opposing streams, falling glass, electrical or gas problems, flammable liquids, LPG or other Hazardous Materials etc.
4. Shall notify the IC as soon as possible of any action taken so IC can modify his strategy accordingly. Even though the ISO is an important part of the command structure of the operation, it is the IC who bears the ultimate responsibility of any actions taken.
5. Using established Risk Management principles the ISO shall make recommendations to the IC. Simply stated this RISK Vs RESULT, or "is the expected result worth the risk"?
6. Using available manpower shall insure that accountability system (DOG TAGS) is utilized at all interior operations, and at all fires in commercial buildings.

18.8 At Routine Incidents, Structural Fires

A. Report to the Incident Commander (IC)

1. Communicate with him:
   Quick review of what has happened.
   What is likely to happen?
   Locations of firefighters and what operations they are engaged in.
   What is his (IC) overall Strategy?
   Are there any immediate Safety Problems or concerns?
   Are there any potential safety concerns.

18.9 Assume the role of the ISO.

A. Perform your own Size-Up

1. Building involved, construction, height, area, means of egress for firefighters, age, burn time, etc. Outside hazards, power lines, fences & gates, dogs, yard debris, weather hazards, (snow, ice, and water). Occupancy. Any hazardous materials? Life hazard, exposure hazard.
2. What is happening to the structure?
3. Are only contents involved?
4. Are the structural members of the building involved?
5. What will probably happen to the building
   a) If conditions improve?
   b) If conditions worsen?
   c) Observe firefighting tactics of unit(s) operating in and/or outside building.

*Be alert to, and **terminate** immediately, any **freelancing!***

18.10 Actions to be taken by the Safety Officer:

1. Unless Life Threatening or Immediate Hazard to Operating Personnel, Go Through the Chain of Command!
2. Correct any Safety Problems noted in size up. Continuously monitor the Radio(s) for distress messages or other communications, which will impact Firefighter safety.
3. Anticipate safety concerns or problems.
4. Anticipate corrective action, and make appropriate recommendations. Insure Adequate lighting at scene.
5. If incident accelerates in either scope or timing, obtain additional help to Fulfill role.

Stay alert as incident winds down. Many injuries occur during overhauling when fatigue is a factor.

18.11 Safety Officer Duties at Serious EMS Incidents

A. Size Up Should Include:

1. Physical Hazards: Unstable work area, severe weather conditions, debris, poor lighting, exposure to body fluids, unsecured weapons, electrical hazards, etc.
2. People Hazards: Unruly patients, emotional relatives, curiosity seekers, media people, etc.
3. Other Hazards: Traffic control, helicopter landing, animals, IS THERE A POSSIBLE CRIME SCENE?

B. Actions of ISO:

1. Correct problems noted in size up USING CHAIN OF COMMAND WHEN AT ALL POSSIBLE!

C. Additional Safety Concerns at a Serious MVA:

1. Unstable vehicle, debris from sharp metal or broken glass, unstable or hazardous cargo, vehicle fuel, battery acid, downed power lines, ignition sources, passing traffic, body fluids, etc.

18.12 Additional Responsibilities of I.S.O. at Special Incidents

1. Understand Duties of Specialty Teams.
2. Insure that everyone has the Same Info on operational issues and safety issues.
3. With the IC, Assess the team readiness. Are they properly equipped, trained and sufficient manpower?
4. With the IC, review incident status, mitigation strategy, any special tactics required immediate safety concerns, and potential safety concerns. Confer with the specialty team safety officer and review objectives, strategy and tactics.
5. Continuously monitor the scene, and impact on our people. Be alert to fatigue factor on specialty team.

18.13 Health & Safety Officer

The Health and Safety Officer (HSO) will:

1. Ensure compliance with this policy and NFPA 1500 Chapter 4.7 and will oversee the Health and Safety Committee, Incident Safety Officer and will be the Fire and Emergency Service Liaison to the Chief. The HSO must meet the qualifications for HSO as designated in the NFPA 1521 Standards for Fire Department Safety Officer. Other functions of the HSO will include performing risk management assessments, ensure the applicable laws, codes and standards are followed.

2. Ensure all fire department personnel receive training and other related education to this policy, responsible for accident prevention policies, accident investigation, procedures and review, maintains records and data analysis concerning all health and safety practices. The HSO will also ensure guidelines and procedures will be in place and administered for safe practices while working with fire apparatus and equipment, fire department facilities, health and fitness programs, infectious control, Critical Incident Stress Debriefings and post incident analysis.

3. Ensure all members of the department have a valid, up to date medical in compliance with the PWFD physical requirements.

18.14 Best Practices Training:

1. Purpose: The NYS Office of Fire Prevention and Control, with input from the Department of Labor's Public Employees Safety and Health Bureau (PESH) and fire service organizations, has developed a recommended set of "Best Practices" for use by fire departments. The purpose of these "Best Practices" is to assist fire departments in complying with the Occupational Safety and Health Administration's (OSHA) Regulation 29 Code of Federal Regulations (CFR) 1910.156(c)(1), ["§1910.156(c)(1)"]. In New York State this regulation is enforced for firefighters and public employees by the DOL's Public Employee Safety and Health Bureau (PESH). This document and guidance herein is not intended to formulate a regulatory mandate nor is the purpose of this document to dictate specific training courses. It is intended to identify "best practices" and core competencies that should be included in all training programs based upon the job duties of individual firefighters. These recommendations should not be considered to be all inclusive of the subject areas necessary to develop a comprehensive training program, but will be useful in developing a training program that meets the intent of OSHA Regulation 29 CFR 1910.156(c)(1), ["§1910.156(c)(1)"].

2. Scope: OSHA Regulation Section 1910.156(c)(1), applies to all fire departments in New York State, and requires that members be provided with training and education commensurate with the duties and functions that such members are expected to perform. Further, §1910.156(c)(1) provides that those who may find themselves as or are designated as Incident Commanders and training instructors must be provided with training and education which is more comprehensive than that provided to the general membership. Training and education is not required to come from any one particular source or class of instruction and may include experience, vendor training, department in-house training and training that is provided by the State's fire service organizations. Regardless of where the training is obtained it is imperative to document any and all training that is being utilized to satisfy the competencies listed in this policy.

3. Definitions: For the purposes of this guidance "fire brigade" as referenced in the OSHA regulation means fire department. Fire department is defined as any entity providing fire and emergency rescue services including but not limited to career, paid, volunteer or combination fire departments; for example a village fire department, fire district, fire protection district, independent fire company providing fire protection, or a privatized fire brigade providing fire protection in an industrial or commercial environment.

4. Training Program Best Practices By Function: Fire departments in New York State vary widely in type, function, capability and size. As such, each may establish training and education curriculum for their personnel which best reflects the hazards or complexity of their response area. Accordingly, a training and education curriculum which is developed in-house or by an outside consultant or vendor which addresses the specific competencies for each category of duty or function as outlined below, would be deemed to satisfy compliance with §1910.156(c)(1). Nothing in these "Best Practices" is intended to limit a fire department from establishing training requirements which exceed these recommended core competencies or limit a fire department from developing and using past, current or future training classes, drills, or other classroom training and/or pertinent topical training subjects to satisfy section 1910.156(c)(1). It is imperative that all training curriculums and programs must be

thoroughly documented as part of each fire departments recordkeeping policy(s) in order to afford training credit to its members.

The competencies listed in each section are not in order of importance or in any particular sequence. Included with the recommended core competencies for each category of firefighter are examples of specific training courses which could fulfill various core competencies and ultimately will help ensure compliance with §1910.156(c)(1). Contact information for each provider referenced herein, is listed on the last page.

18.15 Exterior Firefighters:

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; and
19) Ropes and knots

Related training programs which may address some or all of the specific core competencies, stated above, for exterior firefighters include:
1. NYS Office of Fire Prevention and Control
    a. Basic Exterior Firefighting Operations (Competencies 6 – 19) and Hazardous Materials First Responder Operations (Competency 1); or
    b. Firefighter I (Competencies 1 and 6 – 19), *[Competencies 3 – 5 are prerequisites for graduation from the FF1 Program]*
2. NYS OFPC Legacy (Historical) Training recognized as equivalent:
    a. Scene Support Operations (Competencies 6 – 19) and Hazardous Materials First Responder Operations (Competency 1)
    b. Firefighting Essentials (Competencies 6 – 19) and Hazardous Materials First Responder Operations (Competency 1), or
    c. Basic Firefighter (Competencies 6 – 19) and Hazardous Materials First Responder Operations (Competency 1)
3. Suffolk County Fire Academy, Scene Support Operations (in addition, a Hazardous Materials Operations level training program will need to be completed)

18.16 Interior Firefighters:

In addition to core competency training provided for all exterior firefighters, interior firefighters should complete a training program(s) addressing the following core competencies:

1) How to Initiate a response to a reported emergency
2) Fire service communication operations
3) Familiarizations with assigned self-contained breathing apparatus (SCBA) during emergency operations
4) Safe fire apparatus response to an emergency incident
5) Scene safety and operating at an emergency incident
6) Familiarization with forcible entry techniques
7) Operating as a team member within a hazardous area
8) Familiarization with ground ladder operations
9) Familiarizations with safe operations at vehicle fires
10) Understanding outside or exterior fires and defensive operations
11) Familiarizations with structure fire search and rescue operations
12) Familiarization with interior fire attack operations
13) Familiarization horizontal and vertical ventilation operations
14) Understanding overhaul operations
15) Familiarizations with salvage and property conservation techniques
16) Familiarization with water supply operations
17) Understanding of fire chemistry and behavior
18) Familiarization with fire extinguisher operations
19) Ground cover fires
20) Fire equipment, hose and PPE inspection and maintenance
21) Building construction related to interior structural firefighting operations

Related training programs which may address some or all of the specific core competencies, stated above, for interior firefighters include:

1. NYS Office of Fire Prevention and Control
    a. Firefighter I (Competencies 1 – 21)
    b. Certified basic firefighter training program under NYS Firefighter minimum training standards (Competencies 1 – 19 of the Exterior Firefighter and 1 – 21 of the Interior Firefighter)
2. NYS OFPC Legacy (Historical) Training recognized as equivalent:
    a. Firefighting Essentials or Essentials of Firefighting, Initial Fire Attack and Hazardous Materials Operations (Competencies 1 – 21)
    b. Basic Firefighter, Intermediate Firefighter and Hazardous Materials Operations (Competencies 1 – 21)
3. National Certification for Firefighter I and National Certification for Hazardous Materials Operations- Core Competencies
4. Nassau County Fire Academy
    a. Essentials of Firefighting and Primary Firefighting
5. Suffolk County Fire Academy, Firefighter I

18.18 Apparatus Operators:

In addition to core competencies for exterior firefighters, apparatus operators should complete a training program addressing the following core competencies:

1) Performing routine preventive maintenance, inspection and being capable of initiating the service of vehicle systems, components, equipment, tools and appliances assigned to the vehicle and be capable of initiating correction of any deficiencies noted.

2) Be capable of documenting routine maintenance, inspection and service of the vehicle's systems, components, equipment, tools and appliances mounted on or assigned to vehicle. Be capable of initiating correction of any deficiencies noted during this process or any corrective actions required to address deficiencies

3) Be capable of demonstrating safe operation of the vehicle in compliance with applicable laws, regulations and standards during routine driving and emergency responses

4) Be capable of demonstrating defensive driving practices

5) Be capable of demonstrating safe maneuvering of the vehicle around obstructions and in restricted spaces both forward and reverse

6) Be able to demonstrate safe backing procedures and the use of a spotter

7) Be knowledgeable of operational capabilities and limitations of the vehicle, its systems and components, equipment, tools and appliances mounted on or assigned to that vehicle

8) Understand the operation of the functional systems, tools, equipment and appliances mounted on or assigned to the vehicle; and

9) Be capable of demonstrating the ability to operate the pump or other functional systems on the apparatus.

Related training programs which may address some or all of the specific core competencies, stated above, for apparatus operators include:

1. NYS Office of Fire Prevention and Control
    a. Apparatus Operator- Emergency Vehicle Operator's Course (EVOC), (Competencies 1 – 9, in addition to local training specific to the fire department's vehicles)
2. Insurance Company sponsored EVOC programs with a practical skills driving course component, in addition to local training specific to the fire department's vehicles
3. Suffolk County Fire Academy
    a. Emergency Vehicle Operations (EVOC), in addition to local training specific to the fire department's vehicles
4. National Certification for any of the Apparatus Operator series, in addition to local training specific to the fire department's vehicles

18.19 Incident Commanders:

As outlined in section 1910.156(c)(1) of the OSHA regulations, those chiefs, officers or firefighters who have been designated or may perform the duties of a fire service incident commander must receive training which is superior than that provided to the general membership of the fire department. In addition to the training provided to the general membership those who may be acting as an Incident Commander should have received training prescribed for an interior firefighter, general knowledge of apparatus/pump operations, as well as education in incident command operations. Incident command training and education is not required to come from any one particular source or class. The training to educate those designated or who may find themselves in the position as an Incident Commander should include supervision, leadership, and command methodologies necessary for mitigating emergency situations during hazardous and stressful environments incorporating the best safety practices.

In addition to the core competencies required for interior firefighters and apparatus operators, incident commanders should have a demonstrated knowledge and experience in the following core competencies:

1) Safe and effective assignment and supervision of tasks, or responsibilities to managing unit officers at emergency incidents (including those on highways and roadways), during training and under routine or non-emergency circumstances

2) Be capable of communicating clear direction and supervision of members during training

3) Knowledge of administrative policies and procedures and records management, including incident reports

4) Knowledge of building construction and fire behavior, including structural soundness and the significance of fire load;

5) Be capable of evaluating and implementing scene security and evidence preservation;

6) Be capable of developing and implementing an incident action plan;

7) Be capable of conducting a post-incident analysis;

8) Be knowledgeable of safety principles, including injury and accident prevention;

9) Be familiar with fire department injury and accident reporting requirements according to department policies;

10) Be familiar with firefighter health and wellness for recognition of issues, e.g. stress, heart attack and other issues that would hinder firefighter's response capabilities.

11) An understanding of strategy, tactics and operations in fire suppression;

12) An understanding of vehicle extrication procedures and department capabilities and limitations;

13) Awareness of other situations expected to be encountered in the department's immediate response area

14) Be capable of initiating scene size-up procedures;

15) Be familiar with initial arrival report ("C.A.N. [Conditions, Actions, Needs] - Report") protocols

16) Be familiar with radio communications operations;

17) Be capable of communicating fire-ground reports (location of fire, water on fire, searches, knock-down, etc.) and

18) Be familiar with urgent & mayday communication protocols;

19) Be familiar with how to mitigate miscellaneous emergencies (Gas leaks, CO, Electrical, elevator rescues, hazmat containment etc.);

20) Understand RIT/FAST Operations and how to implement them;

21) Obtain a certificate for the latest version of NIMS ICS-200;

22) Understanding the use and limitations of special fire department equipment, e.g. gas meters, thermal imaging cameras, self-escape equipment, gas powered tools etc.

Related training programs which may address some or all of the specific core competencies, stated above, for incident commanders include:

1. NYS Office of Fire Prevention and Control
    a. Fire Officer I (2009) (Competencies 1 – 20 and 22) and ICS-200 (Competency 21)
2. NYS OFPC Legacy(Historical) Training recognized as equivalent:
    a. Introduction to Fire Officer and Fire Officer I (Competencies 1 – 20 and 22) and ICS-200 (Competencies 21)
3. National Certification for Fire Officer I(Competencies 1 – 20 and 22) and I-200 (Competency 21)
    a. First Line Supervisors Training Program(Competencies 1 – 22)
4. Suffolk County Fire Academy
    a. Introduction to Fire Officer and Fire Officer I and ICS-200

18.20 Training Guidance for Fire Department Training Instructors:

Fire department training instructors must receive a higher level of training and education than the fire department members they will be instructing. This includes being more knowledgeable about the functions to be performed by the fire department and the hazards involved. The instructors should be qualified to train fire department members and demonstrate skills in communication, methods of teaching, and instructional motivation.

Training Instructors should demonstrate and possess the following skill set core competencies to instruct personnel effectively which includes but is not limited to:

1) Preparation
2) Presentation
3) Application
4) Testing
5) Summary and
6) Knowledge base of relevant subject matter, applicable policies, rules and regulations

Related training programs which may address some or all of the specific core competencies, stated above, for fire department training instructors include:

1. NYS Office of Fire Prevention and Control
    a. Principles of Instruction (Competencies 1 – 6)
    b. Fire Instructor I (Competencies 1 – 6)
2. NYS OFPC Legacy(Historical) Training recognized as equivalent:
    a. Training Officer Workshop I & II (Competencies 1 – 6)
    b. Educational Methodology (Competencies 1 – 6)
3. National Certification for Fire Instructor I (Competencies 1 – 6)
4. Suffolk County Fire Academy
    a. Principles of Instruction
    b. Fire Instructor I
5. Nassau County Fire Academy
    a. Principles of Instruction

18.17 All members will complete annual PESH training which will consist of:

1. Confined Space Awareness for Responders
2. Fire Extinguishers
3. Fire Station Safety & Self Inspection
4. Hazardous Communications
5. Lock Out / Tag Out
6. NYS OSHA Fire Service Introduction to Standards
7. OSHA Personal Protective Equipment
8. Response to Hazardous Materials Incidents
9. Sexual Harassment Awareness
10. Workplace Violence Awareness
11. Workplace Violence Prevention
12. Bloodborne Pathogens

These classes can be competed by each member by visiting the E-Learning section of the McNeil & Company website and logging in using their department email address.

SECTION 19: RADIO SIGNALS (formerly Sec 10)

1	..... NO UNNECESSARY RADIO COMMUNICATIONS
2	..... UNASSIGNED
3	..... UNIT INVOLVED IN ACCIDENT-PERSONNEL INJURED
4	..... UNIT DISABLED-NEED ASSISTANCE
5	..... TRIP TRAFFIC SIGNAL-OPEN DOORS
6	..... STAND-BY FOR ORDERS WHERE YOU ARE
6M	..... STANDING BY-AWAITING ADDITIONAL MANPOWER
7	..... RELEASE MEMBERS IN STATIONS
8	..... STILL ALARM - GRASS, OIL BURNER OR CAR FIRE
9	..... EMERGENCY OR RESCUE CALL
10	..... WORKING BUILDING FIRE OR EMERGENCY-CLEAR THE AIR
11	..... CALL BY LAND PHONE AT YOUR CONVENIENCE
12	..... FIRE UNDER CONTROL-RESUME NORMAL RADIO USE
13	..... RETURN TO QUARTERS - OR RETURNING TO QUARTERS
14	..... CALL POLICE - ROUTINE TRAFFIC CONTROL OR REPORTS
14A	..... CALL POLICE AMBULANCE
14M	..... CALL POLICE AMBULANCE - MENTAL AID
14R	..... CALL POLICE RESCUE
15	..... RADIO CHECK
16	..... CALL DOCTOR
17	..... UNIT NOT AVAILABLE FOR DUTY
18	..... UNIT AVAILABLE FOR DUTY
19	..... UNIT LEAVING DISTRICT
20	..... UNIT RETURNING TO DISTRICT
21	..... UNIT RESPONDING TO SCENE
21L	..... UNIT REQUESTING PERMISSION TO RESPOND WITH A "LIGHT" CREW
22	..... UNIT ARRIVED AT SCENE
23	..... MESSAGE RECEIVED
24	..... CALL FIRE MARSHAL - ROUTINE
25	..... CALL FIRE MARSHAL - IMMEDIATE
25D	..... CALL FIRE MARSHAL - IMMEDIATE, DEATH AT SCENE
25HM	..... CALL FIRE MARSHAL - HAZMAT INCIDENT
26	..... CALL HEALTH DEPARTMENT
27	..... CALL UTILITY-(E-ELEC;G-GAS;H-HWY;R-LIRR;W-WATER)
28	..... CALL FOR REFILLING AIR BOTTLES AT SCENE
29	..... CALL CHAPLAIN (C-CATHOLIC;J-JEWISH;P-PROTESTANT)
30	..... CALL FOR REFRESHMENTS AT SCENE
31	..... FUEL NEEDED AT SCENE - OR STOPPING FOR FUEL
32	..... SOUND GENERAL ALARM - REINFORCE INITIAL RESPONSE
33	..... REQUEST MUTUAL AID
34	..... INVALID IN BUILDING
35	..... SWITCH FROM BATT. FREQUENCY TO COUNTYWIDE (46.10)
36	..... SWITCH FROM COUNTYWIDE FREQUENCY TO BATT. FREQ.
37	..... SWITCH TO MOBILE-TO-MOBILE FREQUENCY (OR CB SETS)
38	..... TRAINING OR DRILL
39	..... VERIFY LOCATION OF ALARM
40	..... GIVE YOUR LOCATION - OR LOCATION OF ALARM
41	..... ALL UNITS AT SCENE SOUND HORNS- F.F. LEAVE BLDG.
42-48	..... UNASSIGNED
49	..... D.O.A - AT EMERGENCY MEDICAL INCIDENT (RESPOND ACCORDINGLY)

50 ..... DANGEROUS SITUATION OR CIVIL DISTURBANCE-CALL POLICE
51-60 ..... UNASSIGNED
61-67 ..... UNASSIGNED
68 ..... EQUIP APPARATUS WITH SNOW CHAINS
69 ..... UNASSIGNED
70 ..... EMERGENCY WEATHER STAND-BY
71 ..... COMPANY MEETING
72 ..... COMPANY DRILL OR TRAINING
72B ..... COMPANY DRILL OR TRAINING AT NCFSA
73 ..... RESCUE COMPANY OR SQUAD MEETING
74 ..... RESCUE COMPANY OR SQUAD TRAINING OR DRILL
74B ..... RESCUE COMPANY OR SQUAD TRAINING OR DRILL AT NCFSA
75 ..... OFFICERS MEETING
76 ..... DEPARTMENT MEETING
77 ..... DEPARTMENT DRILL OR TRAINING
77B ..... DEPARTMENT DRILL OR TRAINING AT NCFSA
78 ..... FUNERAL OR MEMORIAL SERVICE (K-KNOWLES;R-ROLLINS)
79 ..... DRILL TEAM MEETING OR PRACTICE
80 ..... PARADE
81 ..... ASSISTANT FIRE INSPECTORS MEETING
82 ..... FUND DRIVE
83 ..... CHAUFFEUR OR M.P.O. TRAINING
84 ..... CLEAN UP
85 ..... UNIFORM INSPECTION OR FITTING **((CODE 85=PWFD MEMBER INVOLVED))**
86 ..... BLOOD DRIVE **((CODE 84=PLANDOME MEMB INVOLVED))**
87 ..... PHYSICAL EXAM **((CODE 87=MLFD MEMB INVOLVED))**
88 ..... SOFTBALL GAME OR PRACTICE
89 ..... PICNIC OR OUTING
90 ..... TOUR OF FIRECOM
91-96 ..... UNASSIGNED
97 ..... 1ST LADDER/LIGHT TRUCK ON SCENE
97-F …….2ND LADDER TRUCK ON SCENE –WILL BE FAST TRUCK
98 ..... 2ND ENGINE ON SCENE
98-F …….3RD ENGINE ON SCENE –WILL BE FAST ENGINE
99 ..... CARDIAC ARREST - ADDITIONAL FIREMEDIC PERSONNEL NEEDED AT SCENE
(SAME AS SIGNAL 9-CODE 99)
100 ……REQUEST F.A.S.T. TEAM FROM MANHASSET-LAKEVILLE

Signals 2 and 51 to 60 are unassigned, but reserved for future use by Nassau County and cannot be used. All other signals are available for any use.

SECTION 20: PORT WASHINGTON FIRE DEPARTMENT
APPARATUS RADIO DESIGNATIONS

Vehicle number		Vehicle type
8500	Chief of Department	2013 Chevrolet Suburban 4X4
8501	1st Asst Chief	2015 Dodge Pickup Truck 4X4
8502	2nd Asst Chief	2011 GMC Yukon XL 4X4
8524	Spare Chiefs Car	2009 Chevrolet Suburban 4X4
8525	Fire Police	2003 Ford F350 2WD KME body.
8526	Fire Marshal	2008 Ford Explorer XLT 4X4
8527	Maintenance	2003 Ford Expedition 4X4
8528	Maintenance	2007 GMC Yukon XL 4X4
~~8528~~	~~Maintenance~~	~~2005 GMC Yukon XL 4X4~~
8529	Maintenance asst Supervisor	2006 Ford F350 2dr 4X4 pick up w/lift gate & plow
8530	Supervisor Maintenance	2012 Ford F350 4dr 4X4 pick up w/lift gate & plow
8536	Road Runners	1964 Ford F500 class B pumper
8537	Road Runners	2004 Reboli Class C-Hose tender
8538	Road Runners	1989 Ford F350 2WD pickup with 5th wheel & ball dually
8538T	Road Runners	2005 Coleman Landscaper style enclosed trailer
8539	Road Runners	2002 Ford F550 2WD pickup with 5th wheel & ball utility
8539T	Road Runners	1989 Custom car carrier type 5th wheel trailer
8585	Tactical Rescue Unit	2003 Ford E450 Horton (Amb) body
8599A	Dept EMS Fly car	2009 Ford Escape 4X4
85M1	Marine Fire/Rescue Unit	26’ Boston Whaler 1250 gpm fire/rescue Boat
85M2	Marine Rescue Unit	14’ Sea Eagle Inflatable water/surface Boat
85G1		John Deere Gator
		Officers:
8531	Captain 1	LT 1, LT 1A, ENG 1, ENG 1A, ENG 1B, ENG 1C
8532	Captain 2	LT 2, LT 2A, ENG 2, ENG 2A, ENG 2B, ENG 2C ENG 2D
8533	Captain 3	LT 3, LT 3A, ENG 3, ENG 3A, ENG 3B, ENG 3C
8534	Captain 4	LT 4, LT 4A, ENG 4, ENG 4A, ENG 4B, ENG 4C
850C	PWFD Chaplain	Chaplain
Captain 8525		Fire Police Captain
851		Any Co. 1 officer that has been appointed to act in the capacity of the Chief.
852		Any Co. 2 officer that has been appointed to act in the capacity of the Chief.
853		Any Co. 3 officer that has been appointed to act in the capacity of the Chief.
851X		Any Ex-Chief from Company 1
852X		Any Ex-Chief from Company 2
853X		Any Ex-Chief from Company 3
850		PWFD Base Station
850A		PWFD Mobile Command Post
85C1		Atlantic Hook & Ladder Co. 1 Base Station
85C2		Protection Engine Co. 1 Base Station
85C3		Flower Hill Hose Co. 1 Base Station
85C4		Fire Medic Co. 1 Base Station

COMPANY 1 (85C1)

~~8516~~	~~110' Rear Mount Aerial Ladder~~	~~1995 Simon Duplex~~
8517	95' Mid Mount Tower Ladder	2003 KME Aerial cat LTI
8518	Light Rescue/Floodlight	1980 Ford/Saulsbury
8519	107' Rear Mount Aerial	2012 Ferrara Inferno
8520	Passenger/Utility Van	2014 Ford
8521		Reserved
8522	Heavy Rescue	2006 KME
8523	2dr pick up w/lift gate and plow	2003 Ford F250 4X4

COMPANY 2 (85C2)

8510	Passenger/Utility SUV	2001 Ford Excursion 4X4
8511	1500 GPM Engine	1996 Pierce Lance
8512		Reserved
8513	1750 GPM Engine	2001 Pierce Lance
8514	Passenger/Utility SUV	2013 Chevrolet Suburban 4X4
8515	1750 GPM Engine	2004 Pierce Dash

COMPANY 3 (85C3)

855	1750 GPM Engine	2004 KME
856	1750 GPM Engine	2006 KME Predator
857		Reserved
858	Passenger/Utility SUV	2012 GMC Yukon XL 4X4
859	Passenger/Utility SUV	2003 Ford Excursion 4X4

COMPANY 4 (85C4)

854	ALS Ambulance	2010 Chevrolet C10
8545	ALS Ambulance	2010 Chevrolet C10
8546	ALS Ambulance	2010 Chevrolet C10
8547	BLS Ambulance	2007 Ford E350
8588	Passenger/Utility	2002 Ford Explorer 4X4
8590	NYS Certified Fly Car	2014 Ford Explorer Interceptor AWD
8599	NYS Certified Fly Car	2008 Chevrolet Trailblazer 4X4

SECTION 21: FORCIBLE ENTRY KIT (LOX BOX) (Formerly Section 14)

21.0 The equipment listed below will be kept in a **well identified** tool box.

(1) - "K" tool
(1) - Key tool
(1) - Fox lock key
(2) - Modified crochet hooks
(1) - Lock puller
(1) - Small crow bar
(1) - Vise grip pliers
(1) - Flat nose pliers
(1) - Short, thin screwdriver
(1) - Long, thin screwdriver
(1) - Penlight flashlight
(1) - Long Island Railroad car key

Whenever possible, this kit should be stored in close proximity to the flat head axe and halligan tool. This will make it easier for one man to carry all three items at once.

SECTION 21A: STANDPIPE KIT (Formerly Section 14)

21A.0 The equipment listed below will be kept in a **well identified** Standpipe kit container:

1. TWO SPANNER WRENCHES
2. THREE VALVE WHEELS
3. REDUCER FROM 21/2" X 13/4" (NST X CORP)
4 INCREASER FROM 13/4/" X 21/2"" (CORP X NST)
5. 2 1/2" LINE GAUGE CORP 0-300LBS
6. WIRE BRUSH
7. 2 1/2" STRAIGHT TIP NOZZLE
8. BAG TO HOLD CONTENTS
9. WOOD CHOCKS
10. VICE GRIPS

SECTION 21B: HYDRANT PACK (Formerly Section 14)

21B.0 The equipment listed below will be kept in the Hydrant Pack:

1. SINGLE HYDRANT GATE
2. HYDRANT WRENCH
3. SPANNER WRENCH
4. STORZ SPANNER WRENCH
5. RUBBER MALLET
6. SMALL PAIR OF BOLT CUTTERS
7. STEAMER X STORZ 4" ADAPTER

SECTION 21C: TOOL BOX (Formerly Section 14)

21C.0 The equipment in the tool box should consist of:

1. (1)….REG. PLIERS
2. (1)….CHANNEL LOCK PLIERS
3. (4)….NUT DRIVERS ¼, 5/16, 3/8, 7/16
4. (1)….ADJUSTABLE WRENCH
5. (1)….VISE GRIP PLIERS
6. (1)….NEEDLE NOSE PLIERS
7. (1)….WIRE CUTTER
8. (3)….REGULAR SREWDRIVERS, SM, MED, LG.
9. (3)….PHILIPS SCREWDRIVERS, SM, MED, LG.
10. (1)….FUSE PULLER
11. (1)….PENLIGHT FLASHLIGHT
12. (1)….CIRCUIT TESTER
13. (1)….SPRAY GRAPHITE
14. (1)….HAMMER
15. (1)….BATTERY TERMINAL PULLER
16. (1)….ROLL OF ELECTRICAL TAPE
17. (3)….WOOD CHOCKS
18. PUTTY
19. WIRE
20. GOLF TEES

SECTION 22: DUTIES OF DEPARTMENT SURGEON, MEDICAL DIRECTOR & CHAPLAIN

(Formerly section 18)

22.0 **DEPARTMENT SURGEON:**

The Chief of the Department will appoint The Department Surgeon. His/her duties will include:

Ensure that all members who are required to be physically certified are examined and properly categorized, maintain medical records on all members, and make recommendations on appropriate issues such as Hep. B & flu inoculations respond to local area hospitals to care for any members injured in the line of duty, maintain liaison with local medical community.

All PWFD active members will receive a physical annually in compliance of NFPA 1582. Those that do not are medically Out of Service.

22.1 **MEDICAL DIRECTOR:**

The Medical Director will be appointed by and report to the Chief of Department.

His/Her duties will include:

Ensure the quality of patient care provided, serve as a patient care advocate, ensure that the appropriate standards of care are maintained, provide continuing medical education, ensure compliance with Medical Protocols, promote EMS research, maintain liaison with the medical community, oversee credentialing of EMS personnel and oversee medical suspensions.

22.2 **CHAPLAIN:**

The Chaplain will be appointed by the Chief of the Department.

His/Her duties will include:

IN THE DAILY ADMINISTRATIVE OPERATION: Create and maintain an emergency notification file on each member, Weekly visits to the firehouse(s) to reassure the members of his/her concern & availability, attend training sessions, make hospital visits to members, families and members of other departments if requested, consoling and assisting the family of a deceased member, assuming the role of liaison between the family of an injured or deceased member, officiating at department funeral services, offering the opening and closing prayers at meetings, dinners and other appropriate social functions, establish and maintain a working relationship with the local clergy, establish and maintain a list of social service agencies to be utilized in times of emergency, administration of the department good & welfare operation. To the extent qualified, counsel personnel conflicts, members with family problems, substance abuse & referring members to professional counseling when required, disciplinary actions, stress, referring and arranging for firefighters to obtain professional counseling.

ON THE FIREGROUND: Assist the Incident Commander in such activities as maintaining a list of all members involved, coordinating with the EMS sector concerning patients transported so follow up can be arranged, assisting with radio monitoring, assisting at the rehab site, looking for signs of stress (CISD) and notification to families of injured or deceased members.

SECTION 23: PROTOCOL FOR FUNERALS (Formerly Section 16)

23.0 Approximately fifteen (15) minutes prior to the service, the company of the departed member shall designate (to the Chief) two (2) members to guide members into position inside the chapel. Approximately five (5) minutes prior to the entry of the department members, a two man Guard of Honor should be stationed at the casket. This Guard of Honor should be in uniform in rank (2 Officers or 2 Firefighters/Fire Medics).

23.1 The Chaplain will precede the Chiefs upon entering the chapel.

23.2 The Chaplain, Chiefs and Department Officers will station themselves near the foot of the casket.

23.3 The Captain and Lieutenants of the deceased members company will position themselves, according to , near the head of the casket. The Captain or highest ranking company officer shall be closest to the deceased.

23.4 Next in order will be the Ex-Chiefs, uniformed officers, and uniformed members. Members not in uniform shall file in last.

23.5 The Chief will call the assembly to order. The Chief will announce the name of the deceased, his/her company, and the number of years the deceased has served the Port Washington Fire Department.

23.6 The Chaplain shall conduct the service.

23.7 At the conclusion of the service, if the deceased is in uniform, the Chief will order all members to approach the casket in pairs, render a hand salute and file out of the chapel.

23.8 When the last non-uniformed member has filed out, the Company Captain and Lieutenants, in pairs, will repeat Section 23.7.

23.9 The Department Staff Officers, in pairs, followed by the Assistant Chief(s), jointly, will execute Section 23.7. The Assistant Chief(s) will then pay their respects to the family of the deceased.

23.10 The Chief of Department will then execute Section 23.7.

23.11 The Chaplain shall be the last officer to honor the deceased. He/she will then accompany the Chief to present the appropriate Bible to the family in memory of the departed member.

23.12 ORDER OF FUNERAL SERVICE

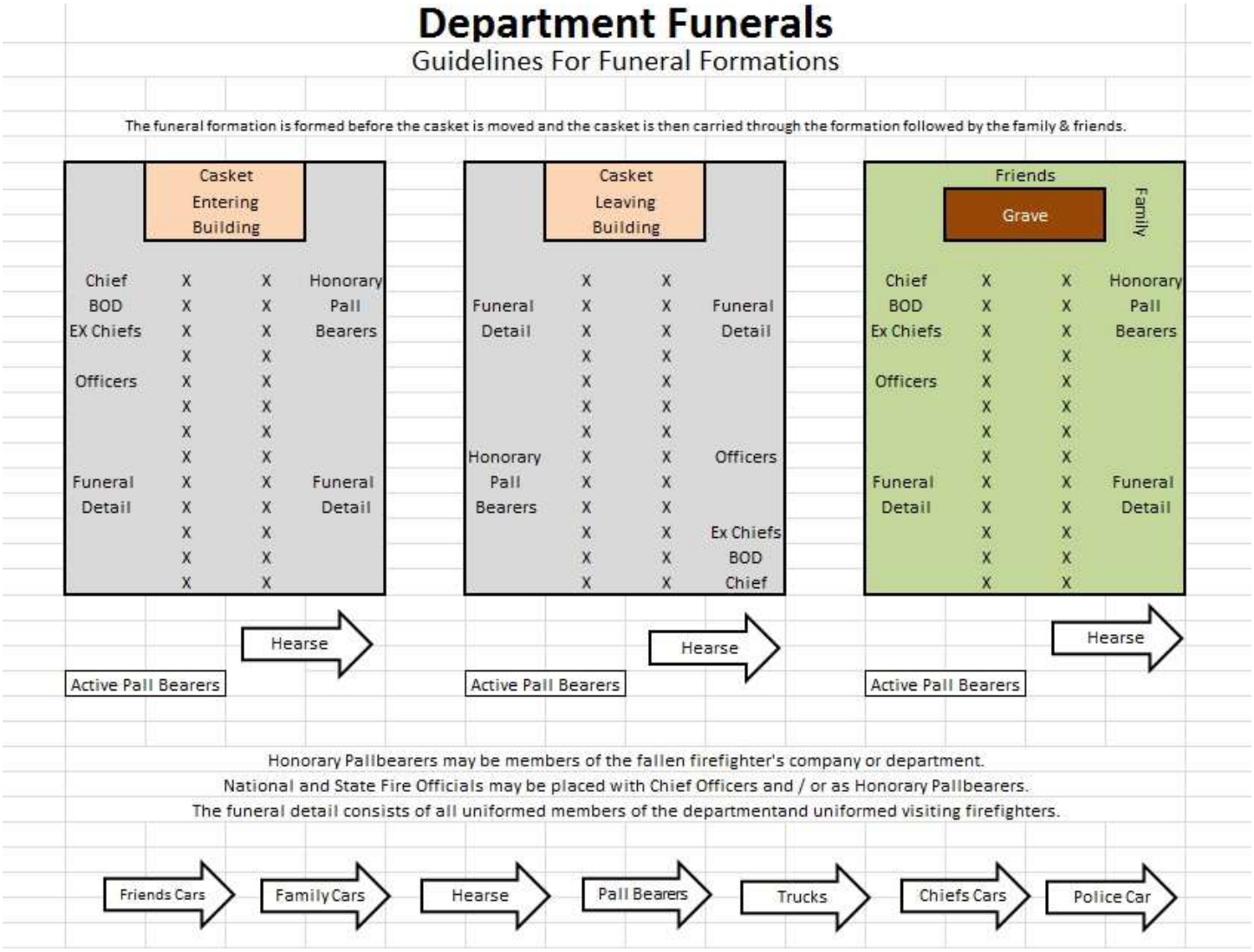
CHAPLAIN: The Chaplain shall read the Company supplied service Record of the departed member. If a eulogy is given, The readings contained in the existing Order of Funeral Service may be omitted.

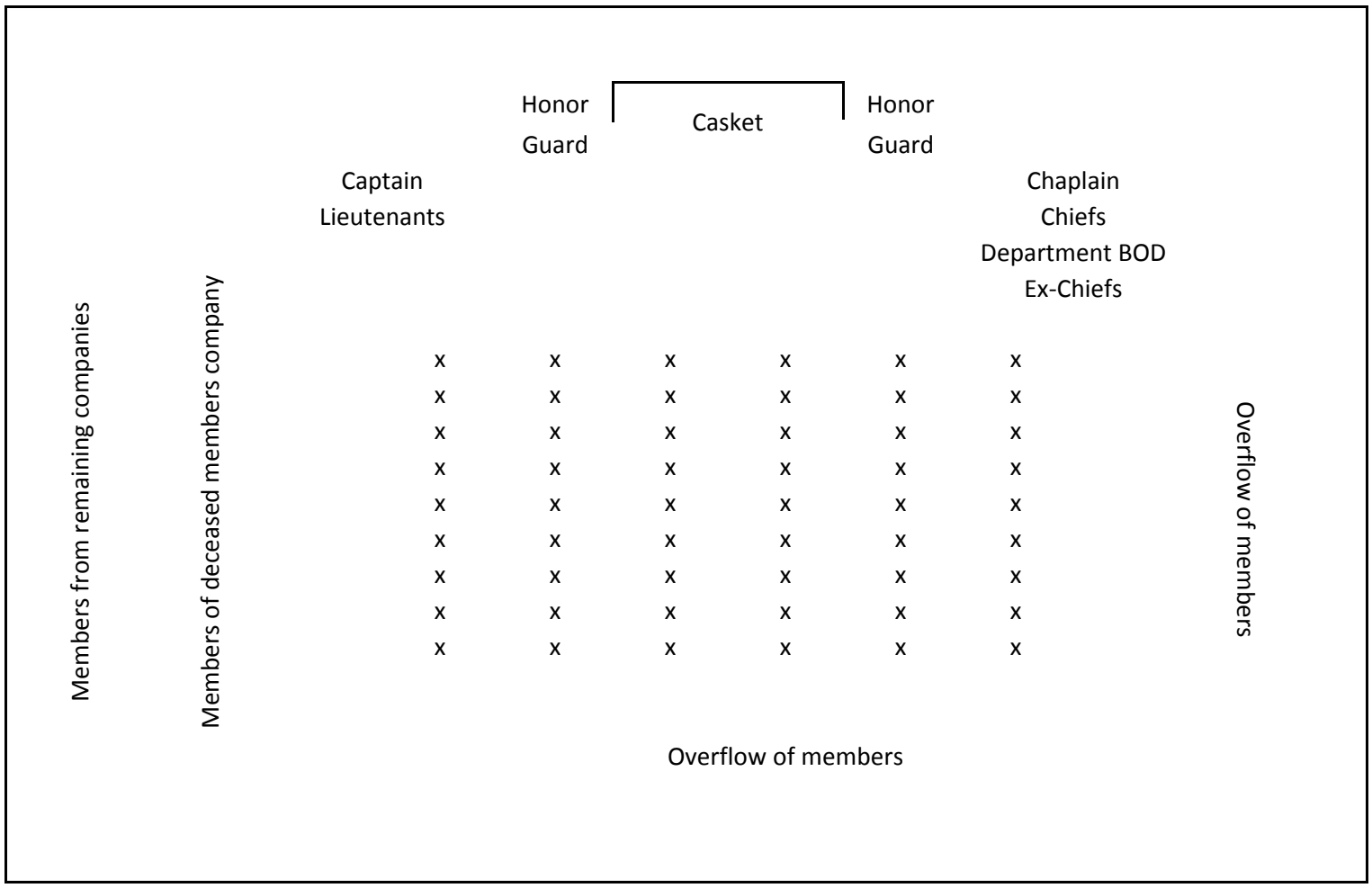
When the Chaplain commences the prayers with the words "Let us Pray", he/she will pause and the Chief will order the uniformed members to "uncover". At the conclusion of the Blessing, the Chief shall order the Members to cover.

The service shall then revert to the procedures described in Sections 23.7, 23.8, 23.9, 23.10, 23.11.

23.13 The Department Standard and Casket Pall are available upon request of the deceased members family or company The companies are encouraged to utilize the Casket Pall in the event the deceased member was not a member of the United States Armed Forces.

NOTE: A DETAILED GUIDE FOR FUNERAL FORMATIONS FOR CONDUCTING THE TRANSPORT OF A DEPARTED MEMBER TO THE CHURCH AND TO THE CEMETARY FOR INTERNMENT IS ON THE FOLLOWING PAGE.




Members from remaining companies
Members of deceased members company
Captain
Lieutenants
Honor
Guard
Casket
Honor
Guard
Chaplain
Chiefs
Department BOD
Ex-Chiefs
Overflow of members
Overflow of members