

THE GLENHAM FIRE DISTRICT STANDARD OPERATING GUIDELINE AND PROCEDURE	SUBJECT NO. GFD-43-08
DEPARTMENT: Glenham Fire Department SUBJECT: Alarm Responses	
<u>CROSS-REFERENCE:</u> GFD-43-01 Organizational Statement & General Overview	

Original date of issue: 03/2018

Reviewed:	03/18	01/19	02/20				
Revised:	02/20						

The nature of the alarm determines the response of the apparatus. The breakdown of alarm types and the order of response are as follows:

Alarm Type	1st Due	2nd Due	3rd Due	4th Due
<i>Structure Fire</i>	43-11	43-31	43-12	43-61
<i>Automatic Fire Alarm</i>	43-11	43-31	43-12	43-61
<i>Automobile Fire</i>	43-12	43-31	43-61	--
<i>Automobile Accident</i>	43-12	43-61	--	--
<i>Grass / Brush Fire</i>	43-61	43-31	--	--
<i>Wires Down / Burning</i>	43-61	--	--	--
<i>Medical Assistance</i>	43-61	*or 43-12 to carry manpower		
<i>Flooding</i>	43-61	*see SOG for response		
<i>Mutual Aid</i>	43-11	*or specific requested apparatus		
<i>Mutual Aid MCI Plan</i>	43-12	--	--	--
<i>Glenham MCI Plan</i>	43-12	43-11	43-61	--
<i>Glenham Elementary School</i>	43-11	43-12	43-31	43-61
<i>Hazmat Incident</i>	43-12	*see SOG for response		
<i>Helicopter Landing</i>	43-11	--	--	--
<i>Ice / Cold Water Rescue</i>	43-12	43-61	43-11 ¹	--
<i>Water Rescue</i>	43-12	43-61	43-11 ¹	--
<i>CO Detector</i>	43-11	--	--	--

FOOTNOTE:

¹ As Needed

Apparatus Response:

Upon response to an alarm, all visual and audible warning devices shall be used. When returning to quarters, all audible and visual warning devices shall be turned off.

Firefighter Personal Response:

Use of Blue Lights: Firefighters, upon turning 18 years of age, may be issued a Blue Light Card by the Chief or Assistant Chief. The card allows the firefighter to display and use a blue light when in route to an alarm. All New York State Vehicle and Traffic Laws will be obeyed. Any violations may result in the revocation of blue light privileges.

Alarm Response

- All personnel shall wear seat belt while the apparatus is in motion.
- Do Not leave the scene unless an Officer has excused you. The Officers must be able to account for all personnel during emergency operations.
- All apparatus shall be cleaned/ washed, and fuel levels checked upon returning from an alarm, drill, road test, Driver/MPO training.
- After initial set-up, the Driver/MPO will be required to wear at least a helmet and turn out coat. Each apparatus has Driver /MPO gear assigned to it. The Driver/MPO will not be required to wear gear while driving the apparatus to/ from an alarm or training.
- Any Officer, Driver/MPO, or Firefighter who is under the influence of drugs/alcohol shall be removed from the scene. Failure to comply with an order to leave the scene will result in disciplinary action. At no time will anyone under the influence of drugs/ alcohol operate any District equipment.

Reduced Speed Response:

- All responding apparatus instructed via radio to continue to an alarm at a normal rate of speed shall be instructed to do so with the following phrase: "Apparatus number proceed in Code 1 (i.e.: 43-11 proceed in Code 1)"
- All apparatus instructed proceed in "Code 1", shall continue their response without the use of audible or visual warning devices at a normal rate of speed (with traffic). Use of this phrase will notify all responders of a non-life threatening incident.
- Even though a fire truck is an emergency vehicle, no apparatus shall proceed through a steady red light until the right of way has been clearly given. Only when it is clear that the right of way has been given to the fire apparatus, may it proceed through a red light.

***When backing an apparatus up, all Visual Warning Signals will be displayed, and a guide shall assist the driver in backing up.**

Structure Fire:

43-11:

Goes directly to scene, initiates attack, starts primary search.

NOTE: Unless the driveway to the residence is extremely long, the first- in engine shall remain on the roadway.

43-31:

Goes directly to scene as the 2nd due apparatus and feeds water into first- in engine(s). If deemed necessary by the Officer in Charge, 43-31 will then either set up a port-a-tank and start tanker shuttle operations, or begin tanker relay operations.

43-12:

Finds nearest hydrant or water source, lays supply line to scene, supports attack, provides back-up lines, assists in search and rescue.

43-61:

Shall respond to the scene as a D-Con unit and / or Traffic control under the command of Incident Command.

******In the event that one or more of the above apparatus is operating at another alarm, or is otherwise out of service, then each apparatus moves up accordingly, with the exception of 43-31.

NOTE: In the event that the location of the fire is at the end of a long dead end street with no hydrants, both 43-11 and 43-31 will go directly to the scene to start initial attack 43-12 will remain at closest hydrant or intersection and await for Incident command instructions.

Structural Attack:

During a structural attack, the Glenham Fire Department will, to the best of their ability, follow the two (2) in/ two (2) out rule.

Interior:

1. Full turnout gear shall be worn including SCBA. Whenever possible, an aggressive interior attack shall be initiated to:
 - a. Maximize chances for victim survival.
 - b. Assist the search & rescue team with hose line protection.
 - c. Locate and extinguish the fire.
 - d. Minimize fire and water damage.

Back-up Line:

A minimum of one (1) back- up line for each operating line, of the same size or larger, shall be deployed at any time an interior attack is in progress. This line should be positioned to "command the stairs", to protect the escape route of victims and firefighters and support all interior operations. The number of firefighters on this line should be equal to, if not more than, what is on the attack line they are protecting, and they should all be in full turnout gear including SCBA.

Search & Rescue:

A Minimum of a two (2) man search & rescue team, with a primary duty to locate fire victims and fire location within the structure or fire area shall be deployed. They will also assist in the interior attack by providing horizontal ventilation, as determined by the Officer in charge. The search & rescue team will wear full turn out gear including SCBA.

Roof Team/ Ventilation Team:

Two (2) or four (4) man teams with the primary duty of ventilating the structure, either horizontally or vertically. This will assist in visibility and habitability for interior crews. Full turnout gear will be worn, including SCBA.

Exterior Firefighters:

Those firefighters not directly involved with the interior operations will have on full turnout gear. Their duties will include assisting ,without entering the structure, in stretching hose lines, laddering the structure, setting up scene lighting, etc. as directed.

Salvage:

Every effort will be made to minimize damage to any remaining property not affected by fire water. All property will be covered or removed from the area. However, if any valuable property (i.e.: money, jewelry, fire aims, etc.) is found, a Police Officer should be involved. If the Police Officer is not present at the scene, he/she should be requested, through Dutchess 911, by the Officer in Charge. Any firefighter engaged in this operation will have on full protective gear and SCBA (unless otherwise directed by the Officer in Charge).

Overhaul:

Once the majority of the fire is knocked down, the Officer in Charge will assign crews to begin the overhaul process. The overhaul process may be delayed by the Officer in Charge due to Fire Investigation. No overhaul should be started until authorized by the Officer in Charge. These firefighters will be assigned to open areas of the building to check for extension via any of the six (6) directions of fire travel. Overhaul is to be done as thoroughly as possible, without causing further damage. Firefighters involved in overhaul will have on full protective gear including SCBA (unless otherwise directed by the Officer in Charge).

Communications:

It shall be the policy of the Glenham Fire District and the Slater Chemical Fire Company that ALL interior teams at a structure fire (i.e.: search & rescue, attack, back-up line teams.) as well as all roof/ vent teams have with them a minimum of one (1) portable radio. The radios shall be found on all apparatus (except 43-31) and should be on the fire ground channel that has been assigned for that incident. The radio should be checked prior to entering the structure or ascending to the roof.

Emergency Evacuation

In case of imminent danger to personnel operating at an incident scene, the Incident Commander will issue a command to evacuate all personnel from the area. ALL Drivers/ MPO's will then proceed to sound their apparatus air horn with 3 long individual blasts. The message to evacuate the area will also be communicated, via radio, to all affected personnel by the Officer in Charge. All personnel, upon hearing the evacuation signal, will cease all operations, leaving behind all equipment and in a safe manner, expediently leave the vicinity and meet at the attack engine or staging area for an accountability check.

Sounding a "MAYDAY:"

The "**Mayday**" message will be used by firefighters to report their status as being lost, trapped, or injured and needing rescue. Any member may use "mayday" to report a lost, trapped, or injured firefighter. ANY report of "mayday" will receive **PRIORITY** radio traffic and all other non-essential radio traffic will cease. The term will be reserved ONLY to report a lost, trapped, or injured firefighter. The Firefighter should immediately initiate a "mayday" when they are in need of assistance (i.e. lost/ trapped/ missing/injured, etc.) on the radio to Command, of his/ her situation, followed by location and a brief report if possible. This message should not be delayed. The PASS alarm should be manually activated to sound the audible tone. The device should remain "on" until rescued. If possible the Pass alarm should be silenced only briefly to transmit radio information and monitor rescue operation. A conscience effort should be made by the firefighter(s) to stay calm and preserve their air supply.

Once a "**Mayday**" message is sounded, it is imperative to the overall operation that the remaining individuals operating at the incident follow directions from their superiors and continue with their assigned tasks unless otherwise directed. Freelancing will not be tolerated and can create additional rescue needs. The Officer in Charge shall utilize the backup team designated to cover the crew to assist the firefighter(s) that are in need of assistance.

Automobile Accident:

43-12:

- Carries Hurst Tools and Air Bags
- Equipped with primary rescue/stabilization/attack equipment
- Determines the need and extent of extrication needed
- Performs initial assessment of scene
- Secure/stabilizes vehicle
- Stretches initial hand lines

43-61:

- Equipped with additional tools and medical supplies, provides support as needed.

Tactics:

- All personnel operating at the scene will wear full turnout gear and DOT safety vest.
- Personnel performing extrication or hose line operations will not be required to wear the new safety vest. Any other personnel on the scene will be required per Federal DOT rules.

Prior to extrication efforts involving the Hurst tool, the vehicle must be stabilized. One hand line should be stretched to protect crews operating the extrication equipment. In some situations, additional hand lines should be stretched at the discretion of the Officer in Charge. The Officer in Charge will determine the mode of protection for the working crews (i.e. speedy dry, water, foam blanket).

Those firefighters who are certified NYS First Responders or higher, may start a primary assessment of the victims if the officer in charge deems the situation of the vehicles and surroundings safe. The senior EMS person at the scene will assume responsibility for patient care until arrival of BVAC or other ambulance personnel. A primary assessment should be performed and update of victim's injuries provided to the responding ambulance. In the event of a petroleum product spill, the Officer in Charge will notify Dutchess 911 of the type and amount of the product spilled so proper notification to the DEC can be made.

**Under no circumstances are petroleum products to be washed into storm drains or estuaries.*

Automobile Fires:

43-12:

Initiates attack, secures/ stabilizes vehicle, opens doors, engine compartment, and trunk with tools located on the engine.

43-31:

Supports the scene with additional water.

43-61:

Supports the scene with, medical supplies, additional cribbing, and tools.

Tactics:

Full turnout gear will be worn, including SCBA. The minimum operating size lines for vehicle fires will be 1-3/4". Two (2) lines will be stretched for these fires. One (1) line will back up the attack line by cooling the fuel tank area.

Grass, Brush, Debris Fires:

43-61:

Initiates attack, as determined by the Officer in Charge.

43-31:

Supports 43-61 by supplying additional water.

Tactics:

Full turnout gear will be worn for trash and garbage incidents, including SCBA. Turnout gear (boots, helmet, gloves) is to be worn for grass or brush fires, or at the discretion of the Officer in Charge. No sneakers or short pants are to be worn at such incidents.

Wires Down, Flooding, CO Detector, Medical Assists:

Wires Down:

43-61 will limit access to the area to only those personnel needed (i.e. Central Hudson). Dutchess 911 should be notified, by the Officer in Charge, or in their absence, the Driver, of the Utility Pole Number, easiest access, and a brief description of the problem. Fire Police should assist with traffic control, by either shutting down the road, diverting traffic around the affected area or other means deemed appropriate. Establish a "Safe Zone."

****No Member Will Attempt to Move Any Power lines.***

Flooding Condition:

43-61 will respond with the appropriate pumps, fuel, and extra hose. All members should report to the firehouse first to set-up 43-61, and an Officer should go directly to the scene to evaluate the situation. The Officer will then notify 43-61 via radio (or landline) of the situation and what equipment will be needed. In the event that there are numerous pump details in the district, the Officer in Charge will determine which apparatus will assist. Crews are to remove water from the affected area to an area away from the problem area so as not to create further hazard.

Carbon Monoxide Detector Alarms:

Engine 43-11 only will respond to all CO Detector activations. Upon arrival at the scene, only firefighters in full turnout gear, including SCBA and Meter will enter the structure to verify that it has been evacuated. Every effort shall be made to keep the doors and windows closed until after a reading has been taken. The building will NOT be ventilated until after a reading had been taken, and the source has been determined. The Officer in Charge should request Central Hudson to the scene. Glenham EMS personnel/ or BVAC (or other ambulance service) MUST perform a patient assessment on every occupant of the building to determine if further medical attention is required.

Medical Assistance:

43-61 (and/or 43-12 with manpower) is to respond with medical/ rescue equipment. EMS personnel are expected to respond and render care appropriate to the level of their ability/ training. Glenham personnel should perform an initial patient assessment, start PCR, and update Transporting agency as time permits. When ambulance service arrives, care will be transferred to their EMT/Medic. A complete and thorough turnover of information will occur prior to ambulance agency assuming patient responsibility. On assuming patient responsibility, EMT / Medic will take charge of Glenham Personnel until the patient is packaged and transported.

Hazardous Material Incidents:

In the event of a large/ or serious hazmat incident within the Glenham Fire District, the Officer in Charge should request, through Dutchess 911, the Dutchess County Hazmat Team to the scene.

Definitions:

Level 0:

The quantity of product is small, and known hazards have low or no flammability, reactivity, or toxicity. Hazard to life is minimal. Present operating guidelines are acceptable. (Example: gas or fuel spill from a car, propane tank, natural gas or propane odor in a house or light commercial area).

Level 1:

Quantity or type of product presents a moderate hazard to life/ property. Due to increased hazard, special control of incident is required, but no unusual steps need to be taken to prevent loss of life/ property. (Example: gasoline tanker spill, propane tanker leaking, gas main rupture, chemical spill).

Level 2:

Quantity or type of product is sufficient to cause high hazard to life/ property. Special equipment needed for containment/ control of incident. (Example: highly toxic chemical spill, multiple chemicals, high reactivity, toxicity, or flashpoint).

Protective Clothing:

Level 0: All standard turnout gear is to be worn. SCBA is at the discretion of the Officer in Charge.

Level 1: All standard turnout gear including SCBA is to be worn.

Level 2: Chemical protective clothing / gear is to be worn with SCBA. Decontamination Zone to be one (1) level less than entry team.

Hazardous Material Incidents(Cont'd.):

First Alarm Response:

Level 0 - Vehicle Tank Spills

1st Due: Engine 43-12

2nd Due: Engine 43-11

On Stand-by in quarters: 43-31 & 43-61

Level 0 - Gas Odor in or near a structure

Normal structure fire response

Level 1 –Gas Odor Moderate Hazard

1st Due: 43-12 to conduct a size-up and begin containment

2nd Due: 43-11 to assist 43-12 with manpower and supplies

3rd Due: 43-61 to staging area as designated to await further instructions

Level 2 – Gas Odor High Hazard

1st Due: 43-12 to scene to establish a staging area and command post safe area uphill/upwind of incident for the remainder of the incident. All remaining apparatus are to stage at safe area and await further instructions.

Staging areas:

For ease of response, the following are listed as primary staging areas: (conditions or actual location of the incident will dictate the need for alternate areas).

- Glenham Fire Station
- GFD Parking Lot "D" (Delahay Residence)
- Southern Dutchess Bowl.
- Downstate Entrance
- Texaco Parking Lot "C" at East Gate.
- Fishkill Town Hall Parking Lot.
- BGB Plaza Parking Lot.

Qualifications for Response:

All responders must have completed the NYS Firefighter I (or equivalent). In addition, the following is required for response to the scene. Effective January 1, 2002 those members who have not completed the NYS Hazmat First Responders Course are **not to respond to the scene of any Hazmat incident**. They are to respond to the firehouse for non-hazmat related assignments. The Board of Fire Commissioners may require further training to comply with State and Federal regulations at any further date.

Level 0: NYS Firefighter Essentials or equivalent.

Level 1: NYS Firefighter I or equivalent.

Level 2: NYS Hazmat Technician or Higher. (Certification must be current)

Requirements for Mutual Aid response to Hazmat Incident:

All Requests: NYS Firefighter I or equivalent.

Ice/ Cold Water Rescue:

43-12, 43-61 will respond to scene, 43-11 will stand-by in quarters and await further instructions.

Prior to response, Driver will ensure that all of the proper ice/ cold water rescue gear is on the proper apparatus.

Upon arrival at the scene, primary responsibility of all personnel shall be to maintain a scene management area. Scene management shall include, but is not limited to the following:

- Removal of all non- essential personnel.
- Setting up a staging area. As with other incidents, the Incident Command System will be utilized.
- Establish communication with the victim(s) if possible, and determine their conditions.
- Determine the victims time in the water.
- Determine which method of rescue will be used:
 1. Reach
 2. Throw
 3. Go
- All personnel who enter onto the ice or into the water should be qualified in the safe use of the ice/ cold water suits and will be tethered to the shoreline.
- All personnel who are involved with the shoreline aspect of the rescue should have knowledge of the procedures for an effective rescue and will be wearing personal floatation devices.
- All personnel in the Safety Zone should be wearing a personal floatation device.
- Rescue teams will consist of a two (2) man team. One (1) rescuer to perform the rescue, with the other as a back-up. The back-up shall be in the same level of protection as the rescuer.

Water Rescue:

43-12 and 43-61 will respond to the incident. Prior to response, the Driver shall ensure that all of the proper rescue equipment is on the apparatus.

43-11 will respond to assist and provide support at the scene if needed.

Upon arrival at the scene, primary responsibility of all personnel shall be to maintain a scene management area. Scene management shall include, but is not limited to the following:

- Removal of all non-essential personnel.
- Setting up a staging area. As with other incidents, the Incident Command System will be utilized.
- Determine the victim's time in the water and the approximate last known location in the water. If the victim is above the water, the Officer in Charge will determine which method of rescue will be used. (Reach, Throw, Go)
- All personnel who are involved with the shoreline aspect of the rescue should have knowledge of the procedures for an effective rescue and
- will be wearing personal floatation devices.
- All personnel in the Safety Zone should be wearing a personal floatation device.
- At NO time should anyone enter the water, unless deemed safe by the Officer in Charge, at which time the person should be tethered to the shore with a safety line.
- If the victim is above the water, the Officer in Charge will determine which method of rescue will be used. (Reach, Throw, Go)

Helicopter Landing/ Takeoff:

43-11:

Will proceed to the designated landing area and establish a landing zone (LZ). **No handlines will be taken off the apparatus unless in the event of a crash.** All personnel will stage on the opposite side of the apparatus from the landing zone, so as to use the apparatus as a safety shield from flying debris. All members will be wearing full turnout gear including SCBA. If called to set up a landing zone on mutual aid, members are requested to report to the firehouse, and respond with 43-11, in an attempt to keep vehicles at the LZ at a minimum. In all cases with a landing the Fire Police will assist by shutting down the LZ from civilian traffic and by-standers. In the event of a crash, hand lines will be stretched and readied for foam operations. In the event that 43-11 is unable to respond, due to the nature of the call we are working at or no available manpower, the Officer in Charge will contact Dutchess 911 and have a mutual aid company assist with the Landing. There are four (4) pre- planned landing zones for the Glenham Fire District:

G-1: Glenham School (depending on the seasonal conditions)

G-2: Texaco Parking Lot "B" (large lot by credit union)

G-3: Guardian Storage Rte 52

G-4: Behind Glenham Fire Station

Setting up the Landing Zone:

1. The Officer in Charge shall contact Dutchess 911 to inform them of the area that will be utilized for the LZ. The Officer in Charge will then contact the helicopter on *Channel 16* when it is within the talk around channels reach.
2. Upon making contact with the helicopter, the Officer in Charge will give the exact position of the landing zone to the pilot in relation to any prominent markings (i.e. 1/2-mile south of Interstate 84 & Rt. 52). If the LZ is a pre- planned LZ, it is more precise to give the pre- planned LZ number (G-1 G-2, G-3,G-4).
3. The LZ should be as close to the scene as possible without being in the way of the scene, and should be on a firm, level surface.
4. The size of the LZ should be a minimum of 60' by 60' during the day and 100' by 100' at night.
5. The LZ should be free of any loose debris or rigid vertical objects such as tree stumps.
6. There shall be no vehicles in the LZ.
7. The LZ shall be clear of any overhead objects such as lights, wires, branches, etc.
8. All emergency lights, headlights, and spot lights shall be turned off as the helicopter starts its landing procedure.
9. All bystanders shall be clear of the area.

Marking the Landing Zone (LZ):

For daytime landings, a road cone can be placed in each corner of the LZ. The cone shall be placed on its side and aimed with the pointed end facing the center of the LZ.

For nighttime landing, the process will be the same, except a hand lamp shall be placed inside each cone and turned on.

Safety Precautions:

ALWAYS:

- Protect your eyes and face from blowing debris.
- Protect the patient from any blowing debris.
- Approach the helicopter only on the direction of the flight crew, and were the flight crew motions you to approach. (all landings must be done "Hot", meaning with engine on and rotors moving).
- Keep personnel around the helicopter to a minimum.
- Follow the directions of the flight crew.

NEVER:

- Approach the helicopter until signaled by the flight crew or pilot.
- Run in the LZ.
- Open or close the helicopter doors.
- Lift **anything** above your head while in the LZ.
- Never use a flash camera while in view of the helicopter.
- Use bright lights of any kind.
- NO SMOKING.
- **Under no circumstances approach the tail rotor**

Mutual Aid Response:

Mutual Aid Equipment:

Responding equipment will be dictated by the requesting Incident Commander. In the absence of a specific apparatus request, 43-11 Will respond.

Manning:

It will be the policy of the Glenham Fire District that before the apparatus responds it will wait for a Crew of **Interior Qualified Firefighters** barring an excessive time lapse (i.e. second dispatch). Members should make all attempts to make the Apparatus. Under no circumstance shall any member respond to mutual aid assignments in their personal POV unless under the orders of a chief officer or officer in charge.

Stand-by/ Relocation:

Upon request of a mutual aid company for stand-by or relocation to their Fire Station, the requested apparatus shall respond **WITHOUT** the use of **(CODE 1)** Audible or visual warning devices. All traffic devices will be obeyed and followed. If while in route to the requested station, the apparatus is redirected to the scene, all audible and visual warning devices shall be activated. Care shall be exercised when activating the light and sirens so as not to cause unexpected reaction on the part of motorist.

If 43-31 is called, Every Firefighter should respond to the Fire Station and a crew of a Driver and one Firefighter will respond to the Incident. Remaining Firefighters should remain at our Fire Station on Stand-by until released by an officer.

It is requested that all members report to the firehouse for mutual aid calls, and not to the scene, so that a crew may be assigned as to not strip our own Fire district.

REVISION HISTORY			
Rev	Description of Change	Author	Effective Date
1st	Multiple Narratives	David Dross Chief	02/15/2020