

East Aurora Fire Department



Standard Operating Procedures

2007

STANDARD OPERATING GUIDELINES
EAST AURORA FIRE DEPARTMENT

This manual has been prepared for the benefit of the officers and firefighters of the East Aurora Fire Department: to provide guidance to help them safely and effectively perform their duties; and, to enhance their decision making when preparing for and conducting emergency operations.

Each chapter document has been prepared with knowledge of the applicable NFPA Standards, Practices, and Recommendations, and of the specific constraints that define the emergencies that the department responds to. In addition, *while every effort has been made to establish and implement policies and procedures that are standard throughout the emergency services this manual should not be rigidly adhered to. Rather, every emergency incident is unique and must be managed by on-scene size-up and decision-making using this manual as a guide.*

This document is dynamic with updates, additions, and deletions made when and where appropriate. Department members are encouraged to submit recommendations for changes in writing to the Chief of the Department. These recommendations will be reviewed, and, where appropriate, implemented. However, until the recommended change has been formally acted upon, the manual shall remain in effect.

Finally, this manual shall be used to support all facets of fire department governance and operations as formally defined by the Department By-laws, and the New York State General Municipal Law.

EFFECTIVE DATE

December 1, 2007

REVISED _____
REVISED _____

Record of Changes

<u>Chapter No.</u>	<u>Change No.</u>	<u>Approval Date</u>
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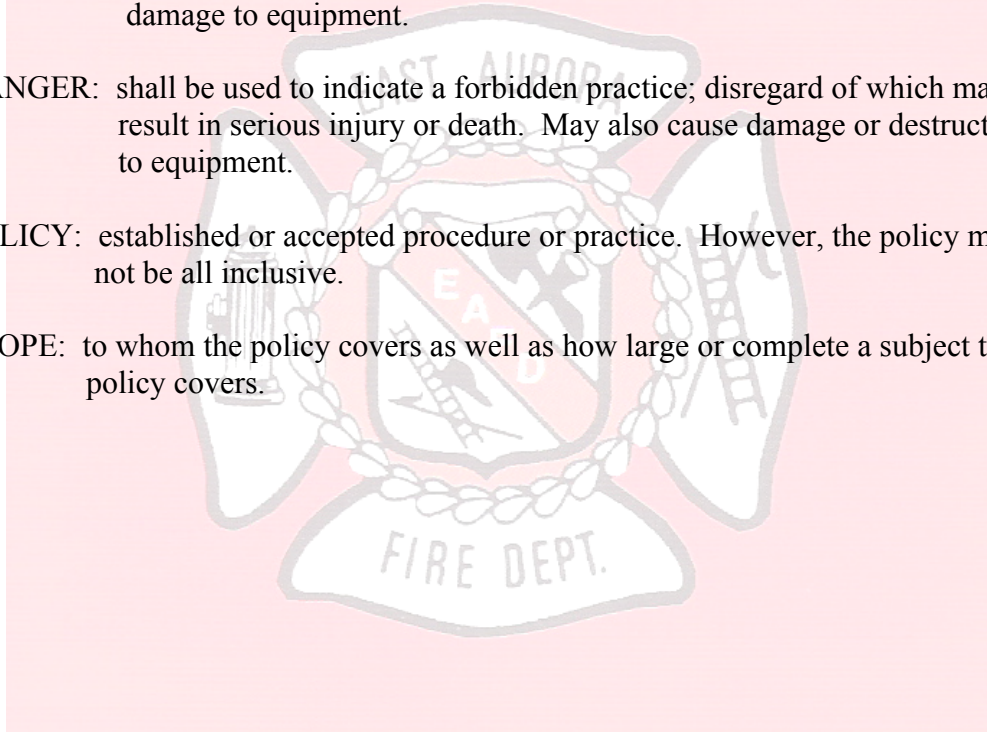


GLOSSARY OF TERMS

EAST AURORA FIRE DEPARTMENT

Statements within this manual are made with reference to specific details of operation. In the interest of clarification, the following words used throughout this manual shall denote specific meanings.

1. **SHALL:** used to express a command; mandatory procedure.
2. **SHOULD:** preferred practice; not mandatory; suggested.
3. **NOTE:** to recognize a specific condition; call attention to; reference.
4. **CAUTION:** to advise of a specific condition that may cause injury to personnel or damage to equipment.
5. **DANGER:** shall be used to indicate a forbidden practice; disregard of which may result in serious injury or death. May also cause damage or destruction to equipment.
6. **POLICY:** established or accepted procedure or practice. However, the policy may not be all inclusive.
7. **SCOPE:** to whom the policy covers as well as how large or complete a subject the policy covers.



1. ORGANIZATIONAL STATEMENT EAST AURORA FIRE DEPARTMENT

East Aurora Fire Department, composed of four individual companies; Cazenovia Hose Company, Pioneer Hook and Ladder Company, Chemical Engine Company, and East End Active Hose Company, consolidated in 1954. Organized for the preservation of life, property, and environment, within the district it protects, including the Village of East Aurora, and the Town of Aurora Fire Protection District No. 1, under contract.

The fire department command structure shall consist of a Chief elected out of the four companies, and one Assistant chief elected out of each of the four companies for a total of four (4) assistants. There shall be one Captain elected from each of the companies and at least one, but not more than two lieutenants elected in each company.

Training shall consist of 36 drills, 24 evening or weekend drills, and 12 monthly daytime weekday drills. These drills shall also include the required OSHA standard of eight hours of in-service training as per OSHA 1910.156.

East Aurora Fire Department shall roster approximately 100 members. The membership shall be classified into two categories, active and exempt, or social. Within the active classification, the members shall be divided as structural and non-structural firefighters. Structural firefighters shall be authorized to use SCBA in the duty of interior structural firefighting operations, as well as rescue, EMS, and hazardous materials response within their qualifications. Non-structural firefighters shall act as support personnel to aid the structural firefighters to safely perform their tasks. Some support services provided by non-structural firefighters may include traffic control, scene security, fire ground command, apparatus operators, first aid and transportation, tool and equipment handling, such as setting ladders, lights, filling air cylinders, and setting up water supplies.

At no time shall non-structural firefighters enter a burning structure, or operate any equipment or perform a job function that they have not been specifically trained to do, or don SCBA except for the purpose of training.

Recognizing the need for other support units associated with the fire department, this statement recognizes the following organizations;

1. First Aid Squad with appointed captain
2. Fire Police Squad with appointed captain
3. Underwater Rescue and Recovery Team with appointed captain
4. Auxiliary
5. Snowmobile Rescue Team
6. Rope Rescue Team
7. Fire Investigation unit

Other positions appointed;

1. Training Officer
2. Safety Officer
3. Equipment Officers
4. Communications Officers

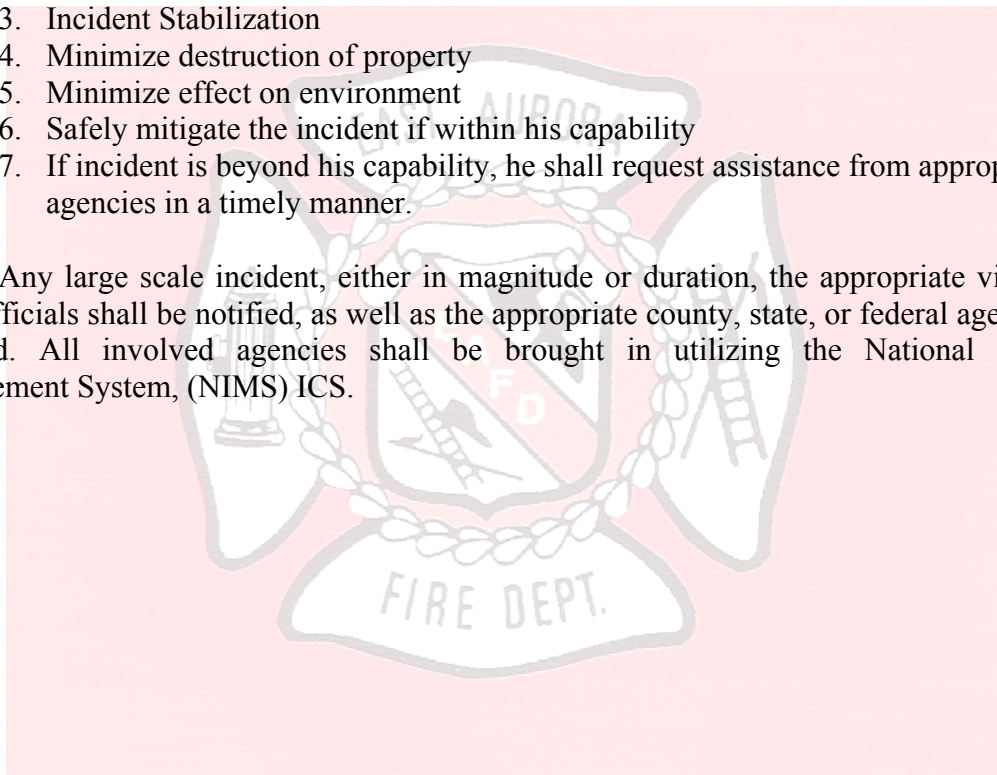
ORGANIZATIONAL STATEMENT (Con't)
EAST AURORA FIRE DEPARTMENT

When East Aurora Fire Department is dispatched to an incident, procedure dictates the incident command system, NIMS (ICS) be established by the ranking official on the scene, whether it be a senior member, lieutenant, captain, or chief.

Recognizing that the magnitude of the incident or the probability of escalation, shall dictate what agencies, or special groups to be notified for response, and at what level. The incident commander shall utilize his staff effectively and with regard to safety, to mitigate the incident successfully. With regard to this, a set of priorities has been established;

1. Life safety of his firefighters
2. Life safety of the general public
3. Incident Stabilization
4. Minimize destruction of property
5. Minimize effect on environment
6. Safely mitigate the incident if within his capability
7. If incident is beyond his capability, he shall request assistance from appropriate agencies in a timely manner.

Any large scale incident, either in magnitude or duration, the appropriate village or town officials shall be notified, as well as the appropriate county, state, or federal agencies as required. All involved agencies shall be brought in utilizing the National Incident Management System, (NIMS) ICS.



Revised: March 11, 2005

2. SAFETY AND HEALTH CONSIDERATIONS

EAST AURORA FIRE DEPARTMENT

1. A safety officer shall be appointed by the chief, for the purpose of assisting the chief in administering safety policies, and their enforcement. The safety officer shall be familiar with firefighting operations and safety. The safety officer doesn't necessarily have to be an interior structural firefighter. In the absence of the safety officer at an incident, the incident commander may appoint an interim safety officer on scene, if the incident requires it.
2. The safety officer has the authority to halt an operation if he feels there is an unsafe condition or act.
3. East Aurora Fire Department shall maintain record of firefighter injury, death, illness, or exposure to toxic products and infectious disease.
4. East Aurora Fire Department shall maintain training, maintenance, and inspection records.
5. East Aurora Fire Department shall establish guidelines for dealing with specific hazardous situations such as:
 - a. Electrical hazards
 - b. Hazardous materials
 - c. Traffic control
 - d. Collapse danger
 - e. Explosion danger
 - f. Gas leak
 - g. Water and high angle rescue
 - h. Fire scene dangers
6. East Aurora Fire Department shall provide, where possible, a safe operation to prevent accidents, illness, and fatalities, and to comply with all applicable laws and promote safe working habits to the membership.
7. Training shall be commensurate with the duties and responsibilities expected to be performed by the firefighters prior to performing those duties.
8. Training shall follow OSHA and NFPA guidelines as well as common standard practice.
9. Driver/Operators shall be thoroughly trained to operate their assigned apparatus in addition to being qualified on a yearly basis.
10. Driver/Operators shall be charged with the responsibility of delivering their passengers safely to and from the incident scene. Drivers shall obey all vehicle and traffic laws, and exercise due caution in all phases of vehicle operation.
11. Only members with driver licenses shall operate apparatus.
12. All passengers shall be seated, and restraint devices will be used. No passengers shall ride the tailboards of apparatus at any time. When apparatus is laying hose, no firefighter shall be on the tailboard.
13. When apparatus is backing up, a firefighter shall be positioned to the rear or at the side of the apparatus, in full view of driver to assist in backing.
14. All apparatus shall be equipped with backup alarm devices.

SAFETY AND HEALTH CONSIDERATIONS (Con't)
EAST AURORA FIRE DEPARTMENT

15. All apparatus shall be checked over on a weekly basis for routine maintenance items, and a checklist shall be used for record of completion. Maintenance and repair of all apparatus shall be done by authorized personnel only.
16. Unsafe or non-serviceable equipment shall be removed from service until it has been repaired.
17. Testing of equipment on apparatus shall be done according to manufactures specification. This includes pumps, hose, fire extinguishers, SCBA, aerial and ground ladders.
18. A weekly record of SCBA inspection and maintenance shall be logged for each apparatus.
19. Equipment such as life safety ropes, climbing and rappelling gear shall be inspected regularly, and after each use, and replaced as necessary per NFPA Standard 1983.
20. All officers shall have the responsibility to monitor the safety of their firefighters at an incident.
21. A personnel accountability system shall be instituted using the TPASS (Grace) system.
22. Personal alert safety system (PASS) devices shall be purchased and phased into service. The units will be permanently attached to, and integrated into the SCBA, to activate when the SCBA is turned on. PASS devices shall be tested weekly.
23. Members with less experience shall work under supervision of more experienced personnel.
24. When firefighters are operating in hazardous situations, they shall work in teams of two or more, and with a team of two outside of the hazardous area that will be responsible for awareness of their entry location and time of entry, and to act as an emergency response team in case of a firefighter down.
25. Emergency medical personnel shall be dispatched to all incidents where their services may be needed.
26. All structural firefighters shall pass a yearly physical to remain as such, with a certificate as record of fitness maintained by the East Aurora Fire Department.
27. East Aurora Fire Department shall establish guidelines to review the fitness of firefighters through a medical evaluation. Any firefighter with a known heart disease, lung disease, epilepsy, allergy, or other questionable disease, shall be certified by a physician, to participate as a structural firefighter. Follow up medical evaluations shall be utilized as per OSHA 1910.156 and 1910.134 requirements.
28. East Aurora Fire Department **STRONGLY URGES** all members to maintain physical fitness.
29. Under no circumstances shall a member act in the official capacity of a firefighter when the consumption of alcohol or other substance may affect his or her ability to perform in a safe manner. All officers shall enforce this rule.
30. A Critical Incident Stress program shall be subscribed to for the benefit of all members. The fire chief shall be responsible for utilizing this service.

SAFETY AND HEALTH CONSIDERATIONS (Con't)
EAST AURORA FIRE DEPARTMENT

31. A member assistance program shall be instituted, including a referral list of agencies, groups, and other sources of service.
32. It should be understood that this guideline as well as others in this manual will never be complete as new rules and procedures will be continuously added.



REVISED: March 11, 2005

3. ACCOUNTABILITY

EAST AURORA FIRE DEPARTMENT

1. An accountability standard shall be established for the monitoring of on scene firefighters and their fire ground activities.
2. A tag system shall be utilized, whereas two colors will be used to identify structural firefighters and non-structural firefighters. Green tags shall identify non-structural firefighters, and red tags shall identify structural firefighters.
3. Tags shall also provide the name and picture of the firefighter and the E.A.F.D. initials.
4. Tags shall be left with the incident commander or on the apparatus that the firefighter rode on, upon arrival to the scene, and retrieved upon leaving the scene.
5. In addition to the red and green tags, orange tags will be used by structural firefighters to gain entry to the structure or hazardous area for firefighting purposes. The orange tag shall be presented to the entry control officer before entering the structure or hazardous area, and retrieved when leaving the area.
6. Accountability tags will be utilized for mutual aid companies for accountability of their manpower at larger incidents.
7. East Aurora Fire Department has purchased an electronic firefighter accountability system by Grace Industries, called the T-PASS III system. This system equips every firefighter with a redundant PASS alarm to monitor on-scene accountability, with the ability to call up a firefighter or group of firefighters. This system can also initiate an evacuation order by the IC with all firefighters acknowledging receipt of alert. A firefighter can also initiate a mayday and the IC has the ability to determine who the firefighter is.
8. All spare equipment on the vehicles shall be marked exterior firefighter or "E" so no mistakes shall be made as to identity of a member should he arrive on the scene without his own turnout gear, or without his tags.
9. The safety officer shall be charged with the responsibility of maintaining and enforcement of this system.
10. The incident commander shall ensure that accountability is instituted at all incidents.
11. In the event of a reported missing firefighter or event that may impact the accountability of firefighters on scene of an incident, a personnel accountability report (PAR) shall be initiated immediately to determine if any firefighter is missing, so a search can be conducted without delay. This (PAR) may be initiated on the T-PASS III accountability system.

REVISED: March 11, 2005

4. HAZARD COMMUNICATION PROGRAM

EAST AURORA FIRE DEPARTMENT

1. GENERAL

The purpose of this statement is to ensure that the East Aurora Fire Department is in compliance with the OSHA Hazard Communication Standard (HCS) 29 CFR 1910.1200.

The Fire Chief and/or his designated safety officer as well as the Chief of Police, and Superintendent of Public Works are the coordinators of their respective facility programs, acting as representative of the village Administrator who has overall responsibility.

In general, each employee in the facility will be apprised of the substance of the HCS, the hazardous properties of the chemicals they work with, and measures to take to protect themselves from these chemicals.

2. LIST OF HAZARDOUS CHEMICALS

The facility OS&H manager or designated safety officer shall maintain a list of all hazardous chemicals used in the facility, and update the list as necessary. The hazardous list shall be updated upon receipt of hazardous chemicals at the facility. The list of hazardous chemicals is maintained at the East Aurora Fire Department rec. room, above the mailbox, in red notebook form.

3. MATERIAL SAFETY DATA SHEETS (MSDS)

The facility OS&H manager or designated safety officer shall maintain an MSDS library on every substance on the list of hazardous chemicals in the East Aurora Fire Department. The MSDS shall consist of a fully completed OS&H Form 174 or equivalent. The facility OS&H manager or designated safety officer shall ensure that the East Aurora Fire Department, Department of Public Works, and Village Hall each maintains an MSDS for hazardous materials used in that area. MSDS's shall be readily available to all employees.

The facility OS&H manager or designated safety officer is responsible for acquiring and updating MSDS's. The facility OS&H manager or designated safety officer shall review each MSDS for accuracy and completeness and will consult with the Commissioner of Fire Safety, Erie County if additional research is necessary. All new procurements for the facility shall be cleared by the facility OS&H manager or designated safety officer. Whenever possible, the least hazardous substance shall be procured. MSDS's that meet the requirements of the HCS must be fully completed and received at the facility either prior to, or at the time of receipt of the first shipment of any potentially hazardous substance purchased from the vendor. It may be necessary to discontinue procurements from vendors that fail to provide approved MSDS's in a timely manner.

4. LABELS and other forms of Warning.

The facility OS&H manager or designated safety officer is designated to ensure that all hazardous chemicals in the facility are properly labeled. Labels shall list at least the chemical name and address of the manufacturer, importer, or other responsible party. The facility OS&H manager or designated safety officer will refer to the corresponding MSDS sheet to verify label information. Immediate use containers, small containers into which materials are drained for immediate use on that shift by employee drawing the material, do not require labeling. To meet the labeling requirements of HCS for other in-house containers, refer to label supplied by the manufacturer. All labels for in-house containers shall be approved by the facility OS&H manager or designated safety officer prior to use.

The facility OS&H manager or designated safety officer shall check on a monthly basis to ensure that all containers on the facility are labeled and that the labels are up to date.

5. TRAINING.

Each employee who works with or is potentially exposed to a hazardous substance will receive training on the HCS and the safe use of those hazardous substances. Additional training shall be provided to employees whenever a new hazard is introduced into their work area. Hazardous substance training is conducted by the facility OS&H manager, Safety Officer, or Training Officer. Training shall be held for new members as they enter the department, and on a quarterly basis.

The training shall emphasize these elements:

- a. A summary of the standard and this written program
- b. Hazardous chemical properties including visual appearances and odor and methods that can be used to detect the presence or release of hazardous substances.
- c. Physical and health hazards associated with potential exposure to workplace substances.
- d. Procedures to protect against hazards, e.g., personal protective equipment, work practices, and emergency procedures.
- e. Hazardous spill and leak procedures
- f. Where MSDS's are located, how to understand their content, and how employees may obtain and use appropriate hazard information.
- g.

The facility OS&H manager or designated safety officer shall monitor and maintain records of employee training and advise the facility manager on training needs.

6. CONTRACTOR EMPLOYEES.

The facility OS&H manager or designated safety officer shall advise outside contractors of any chemical hazards which may be encountered in the formal course of their work on the premises.

7. NON-ROUTINE TASKS.

All employees contemplating a non-routine task shall consult with the facility OS&H manager or designated safety officer and will ensure that employees are informed of chemical hazards associated with the performance of these tasks and appropriate protective measures. This shall be accomplished by a meeting of supervisors and the facility OS&H manager with affected employees before such work is begun. Further training of individual employees in the response to hazardous materials incidents has been provided as well as special protective equipment has been provided for this activity and the identity of those members has been recorded.

8. ADDITIONAL INFORMATION.

Further information on this written program, the Hazard Communication Standard, and applicable MSDS's is available as follows:

<u>FACILITY OS&H PERSONNEL</u>		
<u>Title</u>	<u>Name</u>	<u>Phone</u>
FIRE CHIEF	ROGER LEBLANC	652-7048
SAFETY OFFICER	THOMAS BENDER	652-7191
TRAINING OFFICER	MARK HARTLEY	655-0578
VILLAGE ADM.	KIM LAMARCHE	652-6000
<u>ERIE COUNTY EMERGENCY SERVICES FIRE SAFETY</u>		
COMMISSIONER	JAMES MCCULLOUGH	681-7111

REVISED: March 11, 2005

5. INFECTION CONTROL

EAST AURORA FIRE DEPARTMENT

POLICY: To ensure that the members of the East Aurora Fire Department take reasonable precautions to protect themselves from infectious disease, while in the performance of their duties. That the East Aurora Fire Department recognizes that the potential for exposure exists in many emergency operations, and that the department will provide protective equipment and training to prevent exposure, and proper follow-up procedures to protect members in the event of a possible exposure.

SCOPE: This policy covers all members in the performance of their duties while operating as officials of the East Aurora Fire Department.

1. Protective equipment, including personal protective equipment for eyes, face, head, and extremities, protective shields and barriers, shall be provided, used and maintained in a sanitary and reliable condition wherever it is necessary by reason of hazards of processes or environment, ...encountered in a manner capable of causing injury or impairment in the function of any part of the body through absorption, inhalation or physical contact.
2. All personal protective equipment shall be of safe design and construction for the work being performed as per OSHA 29 CFR 1910.132.
3. The use of disposable gloves is indicated if it is suspected that a patient has an infectious disease or if there is blood or body fluids involved and there is anticipation that may occur in treatment or transportation of the patient, or in the course of cleanup and decontamination.
4. The use of gloves is particularly important in the following circumstances:
 - a. If the health care worker has cuts, abraded skin, chapped hands, dermatitis etc.
 - b. When examining or treating abraded or non-intact skin or patients with active bleeding.
 - c. During invasion procedures.
 - d. During all cleaning of body fluids and decontaminating procedures.
5. Gloves must be of appropriate material, intact latex or intact vinyl, of appropriate quality for the procedures performed, and of correct size for each worker.
6. Gloves marked as disposable, shall not be washed or disinfected for reuse.
7. No gloves shall be used if they are peeling, cracked, or discolored, or if they have punctures, tears, or other evidence of deterioration.
8. The use of gowns or aprons shall be required when splashes to skin or clothing with body fluids are likely to occur. Gowns shall be made of, or lined with, fluid-proof or fluid resistant material and shall protect all areas of exposed skin.
9. Masks and protective eyewear is required when contamination of mucosal membranes, eyes, mouth, or nose with body fluids such as splashes, or aerosolization of such material is likely to occur. They are not required for routine care.
10. Pocket masks, resuscitation bags, or other ventilation devices shall be provided in strategic locations as well as to key personnel where the need for resuscitation is likely. This will minimize the need for emergency mouth-to-mouth resuscitation.

11. Personal protective equipment as described above shall be worn when performing invasive procedures to avoid exposure. Such procedures include clearing airways, cleaning open wounds,
12. Following initial cleanup, disinfecting, using one of the following shall be used for cleaning blood and/or body fluids:
 - a. Chemical germicides that are approved for use as hospital disinfectants and are tuberculocidal when used at recommended dilutions.
 - b. Products registered by the Environmental Protection Agency as being effective against HIV with an accepted "HIV" (AIDS virus) label.
 - c. A solution of 5.25% sodium hypochlorite (household bleach) diluted between 1:10 and 1:100 with water.

The above standard shall conform to OSHA 29 CFR 1910.22.

13. Any receptacle used for waste disposal of putrescible solid or liquid waste or refuse shall be so constructed as not to leak, and may be thoroughly cleaned and sanitized. Such a container shall be of plastic construction with impervious disposable liner either white with a tag of red color stating bio-hazard waste or red impervious bags with bio-hazard waste inscribed on them along with bio-hazard placard.
14. All sweepings, solid or liquid wastes, refuse, and garbage shall be removed in such a manner as to avoid creating a menace to health and as often as necessary to maintain a sanitary condition as per OSHA 29 CFR 1910.141.
15. Bio-hazard waste shall not be disposed of in regular household garbage. Bio-hazard waste shall be turned over to the transporting ambulance to be given over to the hospital receiving the patient, for proper disposal.
16. All soiled linen shall be bagged at the location where it was used. Soiled linen shall not be sorted, or rinsed in patient care areas. Soiled linen shall be placed and transported in bags that prevent leakage.
17. Articles that are contaminated with potentially infectious materials shall be placed in an impervious bag. If outside contamination of the bag is likely, a second bag shall be used.
18. Reusable equipment shall be disinfected and sanitized using current procedures recommended for hepatitis B or equivalent to the above procedures, but consult manufactures recommendations where possible.
- 19 After removing gloves, hands and other exposed skin surfaces shall be washed thoroughly and immediately after contact with body fluids.

NOTE: FOLLOW-UP PROCEDURES AFTER POSSIBLE EXPOSURE TO HIV OR HBV.

- a. If a rescuer has a needle-stick or cut or splash to the eye, nasal mucosa, or mouth, or has a cutaneous exposure to blood or bodily fluids when the rescuer has chapped, abraded, or otherwise non-intact skin, the source patient shall be informed of the incident and tested for HIV and HBV infections, after consent is obtained.
- b. If consent is refused or if the source patient tests positive, the rescuer shall be evaluated clinically and by HIV antibody testing as soon as possible and advised to report and seek medical evaluation of any acute febrile illness that

occurs within 12 weeks after exposure. HIV sero negative workers shall be retested 6 weeks post-exposure and on a periodic basis thereafter. (12 weeks and 6 months after exposure)

- c. Follow up procedures shall be taken for health care workers exposed or potentially exposed to HBV. The types of procedures depends on the immunization status of the worker (i.e., whether HBV vaccination has been received and antibody response is adequate) and the HBV serologic status of the source patient.
- d. If an employee refuses to submit to the procedures in b or c, above, when such procedures are medically indicated, no adverse action can be taken on the ground alone since the procedures are designed for the benefit of the exposed employee.

12. TRAINING AND EDUCATION OF HEALTH CARE WORKERS

- a. All high risk health care workers shall receive education on precautionary measures, epidemiology, modes of transmission, and prevention of HIV/HBV. Health care workers shall be counseled regarding possible risks to themselves and to their families, including unborn from HIV/HBV and other associated infectious agents.
- b. In addition, such high risk workers must receive training regarding the location and proper use of personal protective equipment. They shall be trained concerning proper work practices and, shall understand the concept of “universal precautions” as it applies to their work practices. They shall be trained in color coding methods used to designate contaminated articles or infectious waste. Where tags are used, training about tags and precautions to be used in handling contaminated articles or infectious waste is governed by 29 CFR 1910.145 (f).

HEPATITIS B VACCINATION

- a. The facility IC policy regarding hepatitis B vaccination shall address all circumstances warranting such vaccinations and shall identify employees at substantial risk of directly contacting body fluids. All such employees shall be offered Hepatitis B vaccinations free of charge in amounts and at times prescribed by standard medical practices. Every effort shall be made to accommodate any request by members.

REVISED March 11, 2005

6. SELECTING AND WEARING TURNOUT GEAR

EAST AURORA FIRE DEPARTMENT

1. All active firefighters shall be issued full protective turnout gear.
2. Turnout coats and pants shall meet NFPA 1971-1975 and OSHA standards for fire resistance.
3. Trousers and turnout coats shall be of like material, example: both of Nomex or both duck.
4. Full length rubber boots may be used with long trousers underneath. No shorts or skirts or bare leg shall be exposed.
5. Full length rubber boots may not be used where structural firefighting or hazardous atmosphere when in use with short turnout coats or there is an exposure problem to torso or waist during operations.
6. Turnout coats shall have front storm flap with zippers and snaps or Velcro closures and a collar sufficient to protect the neck area with a front closure to keep collar in the up position.
7. Reflective trim shall be present on turnout coat and bunker pants meeting OSHA and NFPA requirements for width, color, and placement on garment.
8. East Aurora Fire Department utilizes New York style reflective trim.
9. Turnout trousers shall match requirements of turnout coats.
10. Bunker boots or shoe of NFPA and OSHA requirements of 1910.136 for footwear must be worn with bunker pants. Boots and shoe must have slip resistant outer sole and be waterproof for 5" above the bottom of the heel.
11. Hand protection shall consist of protective gloves which provide protection from puncture, cuts, and heat penetration, and meet NIOSH 1976, NFPA and OSHA requirements.
12. Gloves shall have protective gauntlet, and be of flame resistance. No rubber gloves shall be used in structural firefighting, but may be used for other purposes such as some types of operations requiring use of rubber against permeability against chemicals.
13. Hoods shall be made of Nomex aramid fiber, and may or may not be lined.
14. Hoods shall be worn in structural firefighting and be worn around SCBA face piece only. The use of extrication gloves for firefighting is forbidden.
15. Head protection shall consist of protective head device with ear flaps, and chin strap which meet USFA, NFPA, and OSHA requirements. Such helmets may be made of PBI, POLYCARBONATE, KEVLAR, FIBERGLASS, LEATHER, with a frame inside for integrity, and POLYAMIDE.
16. Protective eyewear shall consist of shatter resistant material, and may be a part of the helmet. When not a part of the helmet, they may be glasses with side protectors or goggles, or face shield, meeting the requirements of OSHA 1910.133 and 1910.134 and ANSI Z87.1-1968.
17. Such eye protection must be worn when there is reasonable probability of eye injury.
18. Suitable eye protection shall be provided by the East Aurora Fire Dept.

19. Persons wearing corrective glasses may wear goggles that fit over their glasses, or goggles with prescription lenses.
20. Any member purchasing his own turnout gear, or protective equipment, must meet these minimum requirements, and the requirements of the agency certifying each article.
21. Any member purchasing his own turnout gear, or other personal equipment, must have it inspected by the chief or equipment officer to insure it meets these standards and meets department specifications for use and safety requirements, prior to its use.



REVISED: March 13, 2005

7. TRAINING

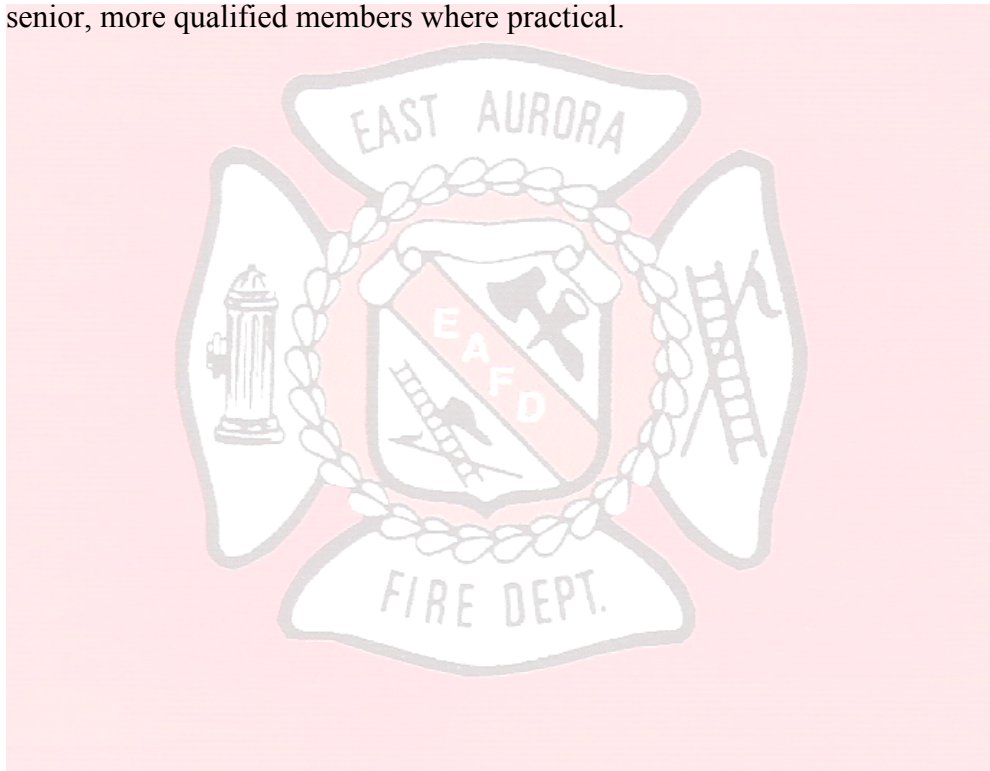
EAST AURORA FIRE DEPARTMENT

POLICY: To insure that all members of the East Aurora Fire Department receive adequate and required training that conforms to recommended practice and the OSHA 1910.156 standard.

SCOPE: The following policy covers all active members of the East Aurora Fire Department to provide a minimum level of training commensurate with the duties they are expected to perform. No member shall engage in any firefighting or rescue activity they have not specifically been trained to Perform.

1. East Aurora fire department shall appoint a training officer at the organizational meeting each year.
2. The training officer shall be provided with training and education that is more comprehensive than that is provided to the membership.
3. East Aurora Fire Department shall provide training to all firefighters in conjunction with the duties they are expected to perform.
4. East Aurora Fire Department shall provide 36 drills per minimum.
5. East Aurora Fire department shall provide 8 hours of in service instruction in OSHA required training as per OSHA 1910.156.
6. Firefighters involved in interior structural firefighting shall be provided with training commensurate with the task they are expected to perform, on a quarterly basis.
7. Training shall be of standard practice, and meet departmental standards as well as NFPA, OSHA and NYS curriculum standards.
8. No member will be asked to perform any task or exercise that he has not been trained in, qualified on, or that with which he does not fully understand.
9. East Aurora Fire Department shall inform all members about special hazards to which they may be exposed to during an incident, and in the firehouse, when known.
10. NO member shall operate, start, or move any apparatus, vehicle, power tool, or mechanical equipment unless properly trained and qualified in such.
11. All apparatus, vehicles, power tools, or mechanical equipment, shall have an operators manual where practical, and such manual shall be provided to assist in training and safe operations of such equipment. These manuals shall be available at all times.
12. Records of all training shall be kept along with the names of members present during training sessions.
13. During training sessions, all members present shall be required to wear full protective turnout except for classroom instruction, or when told to dress down.
14. All new members are required to complete a state sponsored Essentials of Firemanship school, Basic Firefighter, or Firefighter I, within the first year and these will be a prerequisite to be removed as a probationary member into full membership. All members will be encouraged to further their education and training, and will be reimbursed for expenses incurred, so long as a certificate is presented for verification of attendance.

15. East Aurora Fire Department shall give as much notification as practical of any school, classes, seminars, and training courses to its general membership.
16. Training outside of the county of Erie, for which a member wishes to attend, shall be approved in advance by the fire chief, and/or the council, before the member may attend.
17. Members wishing to become officers shall be required to complete additional firematic state training, as specified in the Department Bylaws.
18. No member shall use SCBA unless he has been thoroughly trained in the use, care, and operation of such equipment and is physically capable and is certified by approved department physician.
19. All members shall e trained in the Hazard Communication Standard (29 CFR 1910.1200), for hazardous substances in the workplace, and spill procedures.
20. Members with less experience in the fireground operations will be paired up with senior, more qualified members where practical.



REVISED March 14, 2005

8. SCBA RESPIRATOR USE AND CARE

EAST AURORA FIRE DEPARTMENT

1. USE BY QUALIFIED and trained personnel only.
2. SCBA is to be worn with full protective firefighting turnout gear only.
3. The use of SCBA in ambient temperatures of below 32 degrees F. must have nose cup in mask to minimize fogging.
4. Only PRESSURE-DEMAND, OPEN CIRCUIT type SCBA shall be used.
5. Before donning SCBA, visually inspect entire unit, including facemask for any defects. If any are found, immediately notify Co. officer and identify unit as not in service so it cannot be used by accident. Upon return to hall, notify equipment officer of unit for repair.
6. Check bottle gauge to determine if bottle is full, 2216psi if cylinder is yellow and 3000psi if cylinder is grey. Turn on unit to compare regulator gauge with bottle gauge and notice if alarm bell functions. If any of these checks fail to meet standards, DO NOT USE UNIT. Return unit to equipment officer for repair.
7. When turning on air supply, turn valve at least three (3) turns.
8. The use of SCBA on individuals with sideburns or beard is prohibited.
9. Put on facemask chin first, and pull straps over head and tighten from the neck straps up to the top of the head, pulling straps toward the rear of head.
10. Test for seal by placing the hand over the facepiece to regulator inlet, holding it in the palm of the hand and try to inhale, feeling for any leaks around the facemask. If leakage occurs, try to reposition facemask and tighten straps again. If a seal still cannot be obtained, try another mask using above steps.
11. Connect facepiece regulator to facepiece with bypass valve (red knob) facing up, and turning regulator ¼ turn so red bypass is to left shoulder. Test red bypass valve, if it malfunctions, remove unit from service.
12. Service life of this unit is of ½ hr. (30 min.) duration, however duration depends on the following criteria:
 - a. Degree of physical activity.
 - b. Physical condition of user.
 - c. Degree of excitement, emotion, fear, and exertion.
 - d. Degree of training or experience in the use of SCBA.
 - e. Whether unit was fully charged at start of work.
 - f. Condition of apparatus.
 - g. Presence of carbon monoxide in compressed air.
 - h. Atmospheric pressure in confined space or pressurized chamber. For example, 2 atmospheres pressure (30psi gauge) unit will last one half as long as for 1 atmosphere (15psi gauge) etc.
 - i. Amount of leakage around facemask during normal work routine.
13. User will periodically check gauge to monitor pressure. This is called air management. Firefighters shall monitor each others air supply when engaged in interior firefighting operations.
14. All firefighting operations shall use the buddy system.

15. The buddy system shall be used with a minimum to two (2) firefighters entering at any time for any function such as fire extinguishment, search, rescue, ventilation, salvage, overhaul, with relief and backup teams ready at all times.
16. If low air warning alarm should sound, the firefighter shall exit hazardous area with a partner or partners immediately.
17. If user runs completely out of air, NO BUDDY BREATHING shall be performed. User should leave facemask on and remove regulator and insert facepiece into turnout coat and exit hazardous area. If user collapses, partner shall call for backup to help remove him to outside and then resuscitate him.
18. After use and before unit is returned to service, replace air cylinder with a fully charged cylinder and open all straps fully. Fully open the facepiece straps, clean and sanitize complete unit, including inside facemask and thoroughly dry to prevent freeze up in cold weather. Facepiece may be hung to dry.
19. Sanitizing solution should consist of mild soap and warm water to inside mask as necessary. Sanitizing wipes may also be used, and are available in rescue 7.
20. Before storage of SCBA, release all pressure to regulator and make sure straps are not pulled over the front of the mask. Integrated PASS device must be shut off.
21. No repairs shall be made to SCBA except by qualified and trained personnel, using only parts specifically made for the unit.
22. Always refer to manufactures specifications and instructions in care, maintenance, and use to maintain warranties.
23. Refilling of compressed air cylinders by qualified personnel only.
24. Air cylinders with a capacity of 2216psi shall be yellow in color or have a yellow band on cylinder. Cylinders of 3000psi shall be grey or have a grey band.
25. All empty air cylinders shall be stored separately with valves closed and separate from filled air cylinders at scene as not to cause empties to be reinstalled in SCBA by accident.
26. Compressed air cylinders shall be refilled completely full (2216psi yellow, or 3000psi grey) as soon as units are back in service.
27. Training of members in use of SCBA shall consist of a minimum of 2 hours annually, in accordance with OSHA Standard 1910.134, Respiratory Protection.
28. Compressed air cylinders shall be inspected for damage by impact, high heat, corrosion, or other damage to valve or threaded connector, and check that retest date is within prescribed period. Always refill as soon as possible.
29. Refill cylinders at a rate of 300psi per minute.
30. Never store an empty air cylinder with the valve open as moisture can enter the cylinder.
31. SCBA will be worn in any condition that the quality of the atmosphere is in question. This includes confined space, structural firefighting, car fires, dumpster fires, toxic atmosphere, hazardous materials incident, overhaul of structure fire, or any incident ordered by an officer who includes harmful dusts, vapor, fog, gas, or fumes.
32. All SCBA shall be inspected weekly during radio check night, and after each use, and a record shall be kept.
33. Record of inspection and maintenance shall be kept for SCBA and spare cylinders, including weekly, monthly, and annual inspections, and hydrotest dates by equipment officers.

34. No firefighter shall use SCBA unless he has had an annual physical and is certified by approved department physician.
35. Compressed air supplied by compressor shall meet quality standards minimum of grade D described in CGA commodity specification G-7.1-1966.
36. A breathing air compressor shall be used, situated to avoid entry of contaminated air. An inline purifying agent filtration system, with moisture ejection system, and an alarm system to alert of overheating, low oil pressure, contaminated air, or obstruction to system. The compressor shall be serviced on a yearly basis, except where contamination warrants more frequent servicing. The refill area shall have a fragmentation chamber in the event of a failure of a cylinder during recharge. A cascade system, both stationary and vehicle mounted in EAFD No.7 shall be maintained in accordance with CGA and ASTM specifications, and DOT.
37. Quality of breathing air from compressor shall be tested on a quarterly basis, except when suspected problems or major repair to compressor has been undertaken. Such testing shall be done by a qualified independent laboratory, using samples taken from supply reservoir.



REVISED: October 21, 2005

9. SELECTING SCBA
EAST AURORA FIRE DEPARTMENT

1. Apparatus shall be of open ended circuit design, and not a rebreathing design.
2. Apparatus shall utilize CGA grade D breathing air only.
3. Apparatus shall be of PRESSURE DEMAND design without a switching device to set to demand only.
4. Apparatus shall be of ½ hr. (30 min.) rating in accordance with (MSHA) NIOSH.
5. Apparatus shall have a warning device with an audible alarm that sounds when the service life of the unit is down to 25% of rated service life, and a redundant integrated PASS device with low air warning.
6. Apparatus of demand type only shall not be used.
7. Apparatus shall be full facemask type with nose cup for use below 32 degrees F.
8. Facemask shall attach to regulator by means of a quarter turn bayonet fitting.
9. Apparatus may or may not be equipped with a quick connect fitting for facemask and quick refill.
10. Apparatus regulator shall have an emergency bypass valve of red color.
11. The SCBA shall have a pressure gauge visible to wearer for monitoring air supply.
12. Air cylinders shall be made of aluminum, or composite material, and have a capacity of 45cu. Ft. and 2216psi or 3000psi only.
13. Apparatus harness shall be made of flame and heat resistant material so the unit should not fall from wearer in the event of flame contact or flashover.
14. All units shall be of similar design, so as not to confuse operators in usage.

REVISED: March 18, 2005

11. ANNUAL HOSE TEST
EAST AURORA FIRE DEPARTMENT

As per NFPA 1961 Standard for Fire Hose

Service test pressure for attack hose 1 1/2", 1 3/4", 2", 2 1/2", 3" dia. shall be 300psi or service test pressure printed on hose jacket for a period of 5 min.

Service test pressure for large diameter hose 4- 5" dia. is 200psi for a period of 5 min.

This form shall be filled out in TRIPLICATE. One copy shall be retained by Co. Captain, second copy shall be retained by Department Equipment Officer, and third copy shall be retained by Department Chief in file for ISO inspection.

COMPANY NAME: _____

<u>SIZE</u>	<u>No. OF FT. ON TRUCK</u>	<u>DATE TESTED</u>
1 1/2"	_____	_____
1 3/4"	_____	_____
2 1/2"	_____	_____
3	_____	_____
4- 5"	_____	_____

NOTES: _____

Signature Co. Officer _____

NOTE: Return failed hose to Equipment Officer with explanation for proper disposition.

12. INITIAL RESPONSE TO HAZARDOUS MATERIALS EAST AURORA FIRE DEPARTMENT

1. Initial alarm may not be for a hazardous materials incident. It could be reported in a number of ways: such as a person overcome, auto accident, plant emergency, unknown liquid spill, or a structure fire with unknown chemicals involved.
2. Upon receipt of a reported hazardous materials leak, spill, or fire in a known structure containing chemicals, all firefighters should where possible, respond to the fire hall first, as this assures accountability will be initiated. The first responding chief or assistant chief shall have dispatch advise firefighters of this. Firefighters that must go to the scene shall stop short of the scene, upwind and uphill and approximately 1000ft. away from incident and await arrival of fire department units and command sizes up situation. No entry shall be made until command is notified and orders it.
3. It is important that responding units gather as much information as possible from dispatch as to type of incident: vehicle accident, chemical spill or release, container or pipeline rupture, fire involving hazardous materials, as well as type of container, how large of spill, chemical involved, toxicity, flammability, etc.
4. The ranking fire department member shall take command and initiate the Incident Command System (ICS) and establish and identify to all units and dispatch of the Command post (CP) location.
5. Until the hazardous material has been identified, all units shall stay out of the immediate area by staging upwind and uphill from incident. Consult DOT response guide for initial response guidelines.
6. A three stage perimeter shall be established around the hazard area, the size of which shall be obtained by consulting such references as the DOT Emergency Response Guide, and the use of practical isolation control points, such as intersections. The three zones are: restricted zone, or hot zone, the area that contains the hazardous site, and is immediately dangerous to life and health. Entry requires approval of (IC). Restricted access zone, or Warm zone, is the area of forward control for hazmat operations and is the area where the operations post (OP) may be set up. The warm zone is restricted to operations and support personnel. The support for cold zone is where the command post (CP), is located along with staging area, and where support and representatives from support agencies work with command. As the incident changes so may the perimeters of each zone.
7. A request for support services shall begin with an updated weather report including wind speed and direction, humidity, temperature, barometric pressure, etc. The wind sock on EAFD #7 should be erected as soon as possible. The Disaster Coordinator (DC) should be requested to the Command Post as soon as possible.
8. Once the chemical has been identified, as much information as possible should be gathered about the chemical from such sources as CHEMTREC, the CAMEO system

- at dispatch, and the use of the DOT Emergency Response Guide and a plan of action should be implemented.
9. It must be understood there are tactical priorities for personnel on the scene. Above all, life safety to emergency response personnel is paramount!!!. Safety to the public is next, then preservation of property and the environment.
 10. It must be further understood that rescue of victims is not always possible. Some situations are not within the rescuer's control.
 11. Consideration must be made for the possibility of incident escalation.
 12. Evacuation of the immediate area may be the best tactical option available, securing the area and falling back to a safe zone and let the incident run its course.
 13. If a rescue is to be made of victims, a risk assessment should be made before this tactic, with trained personnel only. No first aid should be performed until out of hot zone and decontamination is started. NO rescue shall be made without the consent of command, and all necessary protective equipment including turnout, SCBA, and any other special equipment necessary for safe entry into hazard area.
 14. It shall be up to command to determine if outside agencies will have to mitigate the incident, or his forces can safely handle it.
 15. The IC shall have the responsibility to monitor and document any exposure or potential exposure or symptoms of personnel for future problems and to establish medical baseline data.
 16. Assign tasks to officers, such as crowd control, evacuation, rehabilitation, resources, staging officer, EMS, water supply, safety officer, public information officer, operations officer, decontamination officer, etc.
 17. Some outside agencies that should be requested are: Erie County Emergency Services Division, Southtowns HazMat Team, police command, utilities representatives, state police hazmat units, emergency response teams, local officials, highway superintendent, DPW personnel, and special technical assistance.
 18. Command has the responsibility to document all assignments and notifications, including times given and completed, as well as arrival times. It is a good idea to assign tasks in writing with a clear and concise description so no confusion shall exist.
 19. **No firefighter shall be asked to perform beyond his capability, as it is understood that the majority of members are first responder level awareness trained, with a limited number of hazardous materials technicians, and operations trained.**

20. It should be understood that these procedures are meant to initiate a response by EAST AURORA FIRE DEPARTMENT and establish a perimeter to maintain site security and protect personnel and the general public. This guideline however, does not cover all possible situations and is by no means complete nor ever will it be. It must be also understood that this guideline shall not take the place of proper hazardous materials training, regard for safety, and the experience of leadership.
21. Safety must be an important part of all operations. The philosophy should be: If we cannot do it safely, we will not do it at all.
22. Risk Assessment; Emergency response personnel are expected to take reasonable risks to protect life and property. Where lives are at stake during a hazardous materials incident, the IC must decide if the risks can be justified in terms of lives saved. Variables such as victim survival, risk to rescuer, difficulty of rescue, capabilities of on scene forces, incident escalation, escape routes or safe havens, time constraints such as SCBA limits, must be addressed.
23. Radio communications is an important element of this operation. Therefore, it is imperative that non essential radio chatter be kept to a minimum. Only pertinent and essential communication will be tolerated.
24. The following information is meant to be used as a guideline for the incident during operations, to assist the IC in the decision making process. Not all of these may apply for all incidents.
 - a. It shall be the policy to cooperate with all agencies on scene.
 - b. The fire chief, under the direction of the County Executive has direct control of the incident within his jurisdiction.
 - c. All officers shall report to the IC for assignment. All unassigned manpower shall remain in the staging area. No freelancing will be tolerated.
 - d. Radio communication shall be kept to a minimum. IC may request fireground frequency.
 - e. A fireground accountability system shall be established and safety officer appointed to oversee this.
 - f. All mutual aid shall report to the staging area before assignment.
 - g. All command officers shall report to CP for assignments.
 - h. All operations at incident shall use full protective equipment.
 - i. A unified command shall be established to include Fire, Police, EMS, Technical Assistance, Emergency Response Teams, and Government.

- j. Proper authorities must be notified, and may include: DEC, State Police, County Sheriff, Erie County Executive, Erie County Emergency Services Division, Erie County Hazardous Materials Team, United States Coast Guard, and local village officials.
- k. The DOT Emergency Response Guide should be used for a limited time only, as it is meant to be used for initial response and early stages of an incident. Always consult more comprehensive guides of information from other qualified sources as required.
- l. Minimize the number of personnel operating in the contaminated area.
- m. Always have escape routes, and insure personnel know the evacuation signals.
- n. Use the buddy system, and always have backup teams suited and ready before entry.
- o. Maintain communication between entry and backup teams and safety officer.
- p. Follow decontamination and personal cleanliness practices, before eating, drinking or smoking, after leaving the contaminated area.
- q. The OP must give updates to the CP in a timely manner so that an evaluation of the incidents outcome can be made, and as to whether the tactics are having an effect on the outcome.
- r. There are essentially three levels of response to hazardous materials incidents. The levels being:

LEVEL 1 POTENTIAL EMERGENCY CONDITIONS

An incident or threat of a release which can be controlled by the first responder. It does not require evacuation beyond the involved structure or immediate outside area. The incident is confined to a small area and poses no immediate threat to life or property.

LEVEL 2 LIMITED EMERGENCY CONDITION

An incident involving a greater hazard or larger area than a level 1, which poses a greater threat to life and property. This incident may require a limited evacuation of the surrounding area, and requires the resources beyond the capability of the initial local response personnel.

LEVEL 3 FULL EMERGENCY CONDITION

An incident involving a severe hazard or a large area which poses an extreme threat to life and property which may require a large scale evacuation. This condition requires resources beyond those available in the local community. It may require the resources and expertise of regional, state, federal, and private organizations.

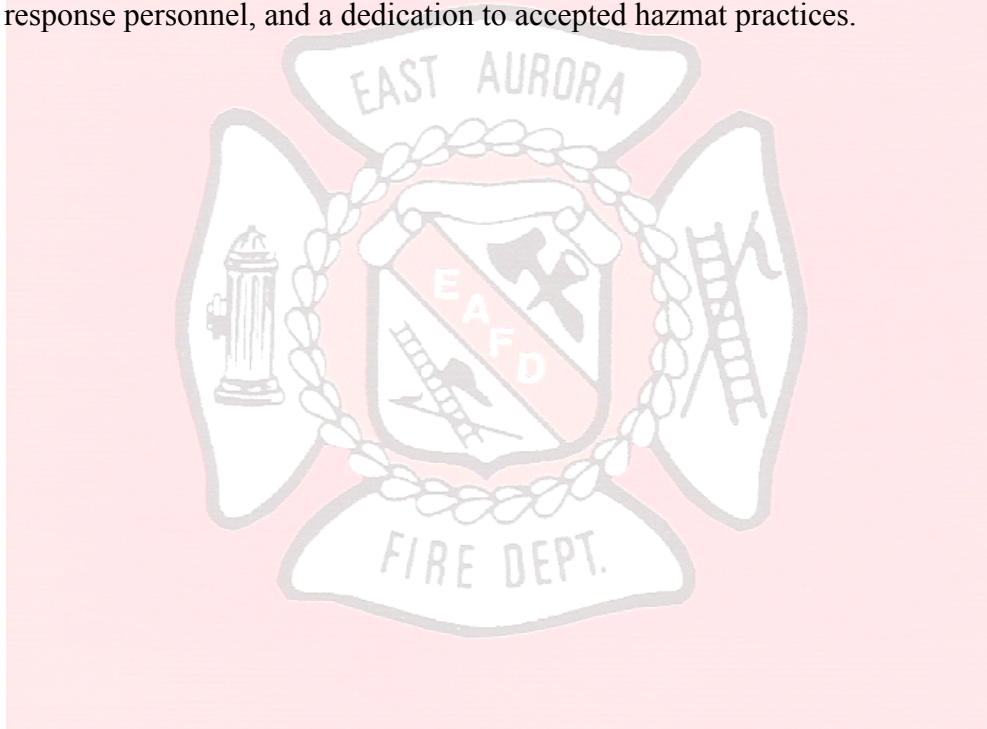
- s. It is important to remember that as the incident grows or stabilizes the perimeters can be adjusted accordingly.
- t. When the decision to evacuate is made, four important factors must be addressed:
 1. Notify occupants as to where to go when evacuating them.
 2. Transportation may have to be provided for large assemblies, such as schools, nursing homes, hospitals, etc.

3. Provide for the evacuees, such as food, shelter, and clothing. Don't forget the Red Cross, or facilities designated in the local Disaster Plan (LEPC).
 4. Provide information and updates on progress or expected events to evacuees.
- u. Be aware that occupants may refuse to leave for a number of reasons. Try to reason with them, and reassure them but don't waste time if they refuse to go. Due to the scale of the incident you may have to move on, but try to document where these people are located, so if there is time to return, time won't be wasted trying to relocate them. The IC must appreciate that the decision to evacuate, initiates a process that is expensive, time consuming, and difficult to manage. A consideration not often used but may be an alternative, is protection in place. Protection in place uses the theory that toxic gases pass over structures without moving inside. This is okay if the building can be sealed up and ventilation can be shut down. Consideration of the toxic material must be made as to the health hazard and duration of the release and if the evacuation is through the toxic vapor, creating a hazard within itself. Protection in place should not be used in the designated Hot or Warm zones.
- v. Decontamination (decon) is the process of making personnel and equipment safe by eliminating harmful substances. Proper decon is essential to the safety of personnel and property. Safety and health hazards of the contaminants at any incident define how complex the decon operations will be. Decontamination procedures can be simply divided into four categories: dilution, absorption, chemical degradation, isolation, and disposal.
1. Dilution is simply the use of water to dilute the chemical from protective clothing and equipment. It's the most commonly used method since large amounts of water are usually available. Remember that application of water may reduce concentration but usually not chemical makeup. Water reactivity should be considered.
 2. Absorption is the process of absorbing or "picking up" a liquid to prevent enlargement of the contaminated area. This is used primarily for wiping down equipment and not personnel. Contaminants in absorbents remain chemically unchanged and retain their hazardous potential.
 3. Chemical degradation is the altering of the chemical structure of the hazmat by combining an agent with it. Technical advice for degradation procedures should be obtained from the manufacturer prior to initiating.
 4. Isolation and disposal simply involves bagging and tagging the contaminated materials and disposal.
- w. The following are decon considerations and procedures:

Are existing resources available to decon personnel and equipment? Notify the Erie County Hazardous Materials Decontamination Unit.

1. The ideal decon site is upwind and uphill from the incident and away from drains, manholes and waterways yet close enough to limit the spread of contaminants.
 2. Once a decon site has been designated, an isolation perimeter should be quickly established, and identified.
 3. Whenever decon is required, a decon officer shall be designated to monitor operations, coordinate supplies and equipment, and confer with specialists on procedures.
 4. An "entry point" should be established and clearly marked in order to guide contaminated personnel to the decon area.
 5. Remove as much contaminate as possible by showering personnel with protective clothing and SCBA on. Several intermediate cleaning steps may be necessary.
 6. Divert all runoff water to a secure area for treatment or disposal. Diking all runoff water is an excellent goal but rarely possible.
 7. Highly contaminated SCBA should be removed and isolated for complete decontamination at a later time. These units should be bagged and tagged. Garbage bags usually provide sufficient temporary protection for most materials.
 8. Removal and isolation of protective clothing where necessary. In extreme situations, removal of personal clothing, including undergarments and personal property.
 9. Decon the body. An overhead shower is recommended with ample soap applied to all areas especially head and groin area. Dry off with towels or sheets, each used once and bagged for disposal.
 10. Once personnel are decontaminated, they shall be medically evaluated by trained personnel such as paramedics or transported to a medical facility. Medical staff should have access to baseline data such as from the EAFD physical program. Vital signs should be taken for each person leaving decon. Any open wounds shall be reported at this time for proper treatment.
 11. Severely contaminated personnel should be transported to the Erie County Medical Facility for observation and treatment only after decon. The decon officer shall log all personnel contaminated along with method of decon. Documentation shall be included in the termination activity report.
- x. Equipment and apparatus decon can be expensive and very difficult. Begin by consulting the hazmat manufacturer for cleanup recommendations. Waste water may have to be contaminated on-site. Failure to contain the runoff could easily result in citation from regulatory agencies. While decontaminating, avoid direct contact with contaminated equipment. Use protective clothing where necessary. Fire hose should be cleaned following manufacturers recommendations. Vehicles should be washed thoroughly including wheel wells and chassis. The village mechanic shall inspect apparatus for damage and document such for the termination activity report.

- y. Proper termination of the hazmat incident is critical. A debriefing should be held as soon as possible. Exposed personnel should be provided with as much data as possible about the delayed health effects of the hazmat incident. Follow-up examinations and exposure records shall be maintained for future reference by the individual's personal physician. Critique the incident with all agencies involved. Provide documentation of all phases of activity. Include a post incident analysis. There are many agencies that have a legitimate need for this information about any large incident. They may include insurance companies, government agencies, company representatives, shippers, citizen groups, etc.
- z. The above is meant to be a guideline to help the responder as well as the command structure institute a safe response. This SOP however, does not cover all possible circumstances, therefore the final outcome of a hazmat incident relies heavily upon the training of all members involved with a regard to the safety of the emergency response personnel, and a dedication to accepted hazmat practices.



UN HAZARD CLASS NUMBERS

<u>CLASS</u>	<u>DESCRIPTION</u>	<u>SUB-CLASS</u>
1	EXPLOSIVES	A, B, C, BLASTING AGENT
2	GASES	2.1 COMPRESSED, 2.2 NON-FLAMMABLE, 2.3 CLASS A POISONS, 2.4 CORROSIVE, 2.5 CRYOGENIC
3	FLAMMABLE LIQUID	FLAMMABLE, COMBUSTABLE
4	FLAMMABLE SOLID	4.1 FLAMMABLE SOLID 4.2 SPONTANEOUSLY COMBUSTABLE 4.3 DANGEROUS WHEN WET
5	OXYDIZER	5.1 OXYDIZER 5.2 ORGANIC PEROXIDE
6	POISON	IRRITANT 6.1 POISON SUBSTANCES 6.2 INFECTIOUS SUBSTANCE
7	RADIOACTIVE	I, II, III LEAST-MOST DANGER
8	CORROSIVES	OTHER PLACARDS MAY BE REQUIRED FOR CERTAIN TYPES OF ACIDS SUCH AS POISON AND/OR OXYDIZER.
9	ORM'S	9.1 MISC. DANGEROUS GOODS 9.3 HAZARDOUS WASTES NO PLACARD REQUIRED.
	ORM A	ANESTHETIC, IRRITATING, NOXIOUS
	ORM B	CAN CAUSE SIGNIFICANT DAMAGE TO TRANSPORT VEHICLE UPON RELEASE
	ORM C	UNSUITABLE FOR TRANSPORT WITHOUT PROPER PACKAGING AND IDENTIFICATION.
	ORM D	LIMITED HAZARD FROM QUANTITY, FORM OR PACKAGING.
	ORM E	NOT OTHERWISE SPECIFIED, INCLUDING HAZARDOUS MATERIALS

DANGEROUS PLACARD

1000lbs. OR MORE OF IRRITATING MATERIAL OR MIXED LOADS WHERE 2 OR MORE MATERIALS DO NOT REQUIRE SPECIFIC PLACARDS.

QUICK REFERENCE GUIDE

FLASHPOINT.....lowest temperature at which a flammable gives off a vapor to form an ignitable mixture.

IGNITION TEMP.....minimum temperature to cause sustained combustion

SPECIFIC GRAVITY.....weight of a liquid or solid in relation to water. Water assigned arbitrary figure of one. Less than one is lighter, more than one is heavier.

BOILING POINT.....liquid being heated gives off vapor under pressure. Temperature at which vapor pressure equals or exceeds atmospheric pressure is the boiling point.

VAPOR DENSITY.....relative density of a vapor or gas as compared to the air. Air is given a figure of one. Vapor less than one is lighter, more than one is heavier.

PHYSICAL PROPERTIES

STATE

SOLID
LIQUID
GAS

SHAPE

DEFINITE
INDEFINITE
INDEFINITE

VOLUME

DEFINITE
DEFINITE
INDEFINITE

ACIDS AND BASES

0—1—2—3—4—5—6—7—8—9—10—11—12—13

WEAK

WEAK

STRONG

STRONG

A
C
I
D

N
E
U
T
R
A
L

B
A
S
E

REVISED: October 21, 2005

13. OPERATION OF BREATHING AIR COMPRESSOR EAST AURORA FIRE DEPARTMENT

1. This compressor is to be used by qualified personnel only, as we are dealing with high pressure air at 5000psi.
2. The breathing air station is a BAUER, model UNUS 5, system of 5000psi working pressure and 5 scfm volumetric capacity.
3. The breathing air station consists of the following components:
 - a. Air compressor
 - b. Air filtration/purification system
 - c. HP air storage station
 - d. Air bottle filling station w/ control panel
 - e. Fragmentation chamber
4. The air compressor is an air cooled, three cylinder, three stage, oil lubricated, reciprocating piston type. The compressor's third or high pressure stage is supplied with a solid ring-less, free floating piston. You will note a knocking sound emitting from the compressor upon startup. This is a normal sound, and will disappear as oil and air pressure build up in the third stage.
5. The air filtration/purification system consists of an oil/moisture separator and a P-1 SECURUS single stage, coalescing oil/moisture purification filter cartridge, with an electronic monitoring system that tells the operator when cartridge life has been expended. The monitor has a green lamp that tells the operator that there are 5 to 7 hours of service life remaining, and a red lamp that indicates the cartridge is spent. When the red lamp illuminates the compressor shuts down, and will not restart until the cartridge is replaced. The quality of breathing air meets grade E of the CGA standard.
6. The high pressure air storage system consists of 2 ASME 5000psi air receivers with a safety factor of 4 to 1. Each storage receiver has a volume of 450 cubic ft.
7. The fragmentation/fill station is integral with the control panel. The fill station is capable of filling three SCBA cylinders simultaneously. The fill station has a selector to dry fill composite SCBA cylinders or to water cool standard type aluminum or steel cylinders.
8. The compressor is equipped with an oil pressure gauge and low oil pressure, high temperature shut down with indicator lights to locate the fault. An air pressure gauge for each stage of the compressor to indicate a fault in the various stages. The following table shows the normal pressures for this unit.

OIL PRESSURE	700-900psi
STAGE 1 AIR	60-90psi
STAGE 2 AIR	750-900psi
STAGE 3 AIR	2000-5000psi

9. A pressure maintaining valve is built into the system, so that the delivery to the storage receivers is halted until the compressor builds up to 2000psi. The purpose of this valve insures high pressure air into the purification cartridge for better performance of the cartridge. A gauge on the control panel indicates delivery pressure to the pressure maintaining valve.

10. The maximum pressure that the compressor shuts down is 5000psi. The startup pressure is 4500psi.
11. The control station has a change over valve to switch SCBA cylinder fill from the storage receivers or from the compressor alone.
12. There are is a pair of valves to shut off the storage receivers, on the control panel. When these valves are closed and the changeover valve is set to compressor only, the storage receivers will maintain their pressure but will not refill. If the valves are opened or the changeover valve is set to the storage receivers, they will refill. ALWAYS leave the storage receiver valves open except when filling SCBA cylinders from the compressor only, or refilling from cascade system only.
13. A light switch is on the panel to illuminate the control panel and the filling station.
14. A fill pressure gauge is on the control panel to tell the operator when the filling cylinders are full, and indicates regulated pressure.
15. There is a pressure regulator under an enclosure that is preset to 2300psi. The 8 bottle cascade system is connected to the low pressure or regulated side of this regulator.
16. The refill station consists of a three bottle fold down rack that is an integral fragmentation chamber. This rack has a lever on the right side that lifts up to release the rack and to swing down for loading cylinders. No.2 and No. 3 holders are for filling SCBA cylinders and No. 1 holder is for filling SCUBA cylinders. When refilling cylinders, never stand in the area of the fragmentation chamber.
17. Refill the cylinders at a rate of 300psi per minute so as not to overstress the cylinder.
18. As the cylinder is refilling it will get warm to the touch; this is a normal occurrence. Remember when refilling an empty cylinder it will heat up, and when full will show 2216psi. As it cools, the pressure will drop off a couple of hundred pounds and need to be topped off.
19. It is important that any of the valves on the control panel, not be closed hard to stop, as the o-ring seals can be damaged by excessive force. **GENTLY CLOSE THESE VALVES TO STOP.**
20. A weekly inspection should be preformed on this unit. Check the oil level by turning off the main power switch on the left hand panel to the off position, noting the green indicator lamp is extinguished. Remove the end housing cover by turning the hand knobs ¼ turn down. Remove the red oil fill cap from the fill tube. The dipstick is attached to the cap.
21. Note the oil level is in the indentation area. If not, fill to the proper level from the bottle outside the housing. DO NOT USE ANY OTHER OIL, AS THIS IS SYNTHETIC OIL FOR BREATHING AIR COMPRESSORS ONLY.
22. Visually inspect the drive belt tension and condition.
23. Reinstall the cover to the end housing and turn on the main power.
24. The following is the procedure for filling SCBA or SCUBA cylinders:
 - a. Place cylinder to be filled into filling station.
 - b. Connect fill attachment to cylinder.
 - c. Close bleed valve on yoke assembly.
 - d. Open cylinder valve.

- e. Slowly open fill valve and fill to desired pressure as shown on gauge, filling at a rate of 300psi per minute.
- f. When cylinder is filled to pressure as noted on fill pressure gauge stopping on set pressure, close fill valve.
- g. Close cylinder valve.
- h. Open bleed valve.
- i. Remove fill attachment.
- j. Repeat for additional cylinders.

25. Before any breathing air cylinders are filled it is advisable to check the hydrostatic test date to be sure it is within the five (5) year period of the most recent date stamped on the cylinder near the neck, for steel and aluminum cylinders and three (3) years for composite cylinders. Any cylinder not within the time period shall not be refilled until it is retested. If the breathing cylinder is the property of EAFD, notify the department equipment officer and remove the cylinder from service.

REVISED: October 21, 2005

14. WEARING DEPARTMENT UNIFORM

EAST AURORA FIRE DEPARTMENT

1. The purpose and scope of the department uniforms:
 - a. To enhance department unity and pride
 - b. To improve the professional image in the community
 - c. To aid in recruitment and fund drives

The following are the regulating rules for use:

2. Uniform is to be worn with sleeves down and buttoned at all times.
3. Uniform tie is to be worn at all times.
4. Uniform is to be worn with cleaned and shined black shoes.
5. Uniform is to be worn with dress black belt with plain gold buckle.
6. Uniform is to be worn in its entirety, not fragmented.
7. No emblems, medals, or badges shall be added to the uniform. Only emblems, metals, or badges that are approved by the Fire Council are to be worn.
8. Approved emblems, metals or badges are not to be worn on any other garment unless approved by the Fire Council.
9. Uniform is to be kept clean and pressed at all times.
10. Uniform is to be worn only when ordered by the Chief, Asst. Chief, or the Fire Council.
11. The following are examples of use:
 - a. Funerals
 - b. Fund Drives
 - c. Fire Prevention
 - d. Parades – within district and by order of the Chief and Parade Marshall.
 - e. Training – lectures, seminars – not to be worn at working drills.
 - f. Conventions
 - g. Speaking engagements

In conclusion, this uniform is the emblem of the East Aurora Fire Department. Wear it with pride. When in uniform – You are the East Aurora Fire Department. Actions not becoming of the Department could result in the loss of your uniform.

15. OPERATION OF FIRE DEPARTMENT APPARATUS

EAST AURORA FIRE DEPARTMENT

In recognition of the need for a policy to establish rules for the training of firefighters in the highway operation of fire vehicles, the following criteria must be met prior to any member of the East Aurora Fire Department being authorized to operate any fire department vehicle on the public highways.

1. Satisfactory completion of the Fire Department probationary period, which shall include but not be limited to completion of the “Essentials for Firemanship” course.
2. A minimum of three (3) years of highway driving experience while in possession of a valid New York State Operators license or equivalent. NOTE: this requirement shall not include a class 7 license (motorcycle only).
3. Satisfactory completion of a Fire Department driver training program. Instruction shall be conducted by the Captain or his designate. The contents of such shall be set forth by the Captains.
4. Qualification completion on his companies’ equipment as prescribed by the company Captain.
5. Operators shall be re-qualified on a yearly basis by the company Captain.
6. Driver/Operators are responsible to safely deliver firefighters to and from the incident scene and to obey all vehicle and traffic laws and to exercise due caution while operating apparatus.
7. Driver/Operators shall not let any firefighter ride on the tailboard of apparatus. All firefighters shall ride apparatus in a properly seated position, and shall wear seat belts. Firefighters shall not board apparatus after it leaves the ramp. Firefighters shall not board or step off apparatus while it is in motion.
8. Driver/Operators shall not let firefighters in open jump seats don turnout or equipment while apparatus is in motion. Firefighters riding apparatus with open jump seats must be in full turnout before apparatus leaves ramp.
9. Driver/Operators shall not lay hose while firefighters are on tailboard.
10. Driver/Operators shall use parking brakes and wheel chocks when apparatus is parked or unattended except when in hall.

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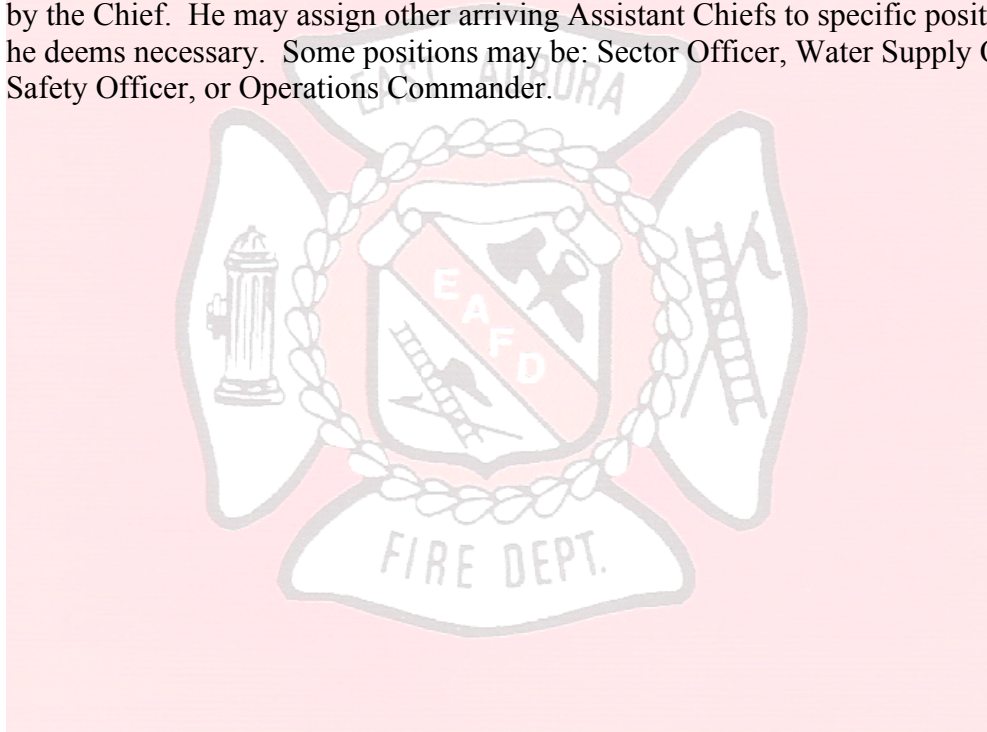
16. RESPONSIBILITIES OF FIRE CHIEF
EAST AURORA FIRE DEPARTMENT

The Fire Chief:

1. Shall direct the firematic operations of the East Aurora Fire Department.
2. Shall act as liaison between the E.A.F.D. and the Village of East Aurora.
3. Shall conduct himself in a professional manner at all times.
4. Shall be responsible for the actions of the E.A.F.D. at all incidents it is called to and while directing any other function.
5. Shall be responsible for the budget process of the Fire Dept. with the Village, as department head as recognized by the Village of East Aurora. This shall include Village/Department operating budget and Capital budget as it pertains to apparatus and equipment.
6. Shall oversee the function of all firematic organizations within the E.A.F.D. eg. First Aid Squad, Fire Police, Underwater Rescue Team, Snowmobile Team, etc.
7. Shall assume command at all incidents.
8. Shall implement the Incident Command System (ICS) to orderly function and conduct operations at all incidents.
9. Shall cooperate with all other agencies that may be called to an incident, and where he may have to share command responsibilities.
10. Shall delegate authority as he deems necessary.
11. Shall obey all laws of the State of New York as per section 10-1018.
12. Shall assign tasks to his Assistant Chiefs to handle the incident effectively.
13. Shall determine cause and origin of all fires or explosions within his jurisdiction. He may call for assistance, for determining such at his discretion.

**17. RESPONSIBILITIES OF ASSISTANT CHIEF
EAST AURORA FIRE DEPARTMENT**

1. The designated Assistant Chief, he who has been designated by the Chief in his absence or who has arrived on the scene of an incident first, shall in the absence of the Chief assume command and also conduct the affairs of Chief as set forth in the description of Responsibilities of Chief.
2. The four (4) Assistant Chiefs shall be of equal rank.
3. The four Assistant Chiefs shall be designated as 9-1, 9-2, 9-3, and 9-4, as designated by the County of Erie Fire Radio designation.
4. The first arriving Assistant Chief shall assume command at an incident until relieved by the Chief. He may assign other arriving Assistant Chiefs to specific positions as he deems necessary. Some positions may be: Sector Officer, Water Supply Officer, Safety Officer, or Operations Commander.



18. RESPONSIBILITIES OF CAPTAIN
EAST AURORA FIRE DEPARTMENT

1. The Captain first arriving on the scene of an incident, shall assume command until relieved by an officer of higher rank.
2. The Captain shall command his company at the scene of the incident and shall assign tasks to his manpower as he receives orders from the Chief or Assistant Chiefs.
3. The Captain shall be in charge of his company apparatus for radio check, training, tactical operation, and be responsible for implementing any company run department drills.
4. The Captain shall direct his firefighters in the tactical operations assigned by the Chief or Assistant Chiefs.
5. The Captain may be utilized in other activities on the fire scene as he becomes available. Some activities may include Safety Officer, Water Supply, Search team leader, Ventilation team leader, etc.
6. If a problem develops with the company apparatus or equipment, the Captain shall be notified of the problem and has the responsibility to notify the Department Equipment Officer, or mechanic of the problem for repairs.
7. The Captain shall be responsible for training and proper operation of his company assigned apparatus and equipment and is responsible for yearly requalification of Driver/Operators.
8. The Captain shall be responsible to submit his annual budget request to the Chief by November 1, and to submit annual company inventory to the Chief by October 1.
9. The Captain shall be responsible for completing the Annual Hose Test and submitting proof to the Equipment Officer, and the Chief by November 1.
10. The Captain shall be responsible for returning his assigned apparatus to service after an incident. That may include: refueling, refilling booster tank, washing apparatus, and loading hose.

**19. RESPONSIBILITIES OF LIEUTENANT
EAST AURORA FIRE DEPARTMENT**

1. The Lieutenant first arriving on the scene of an incident shall assume command until relieved by a Captain, Assistant Chief, or Chief.
2. The Lieutenant shall in the absence of the Captain, assume the responsibilities of the Captain as set forth under responsibilities of Captain.
3. The Captain may at his discretion, assign specific tasks to the Lieutenant of the company, such as radio check assignments and maintenance of equipment.

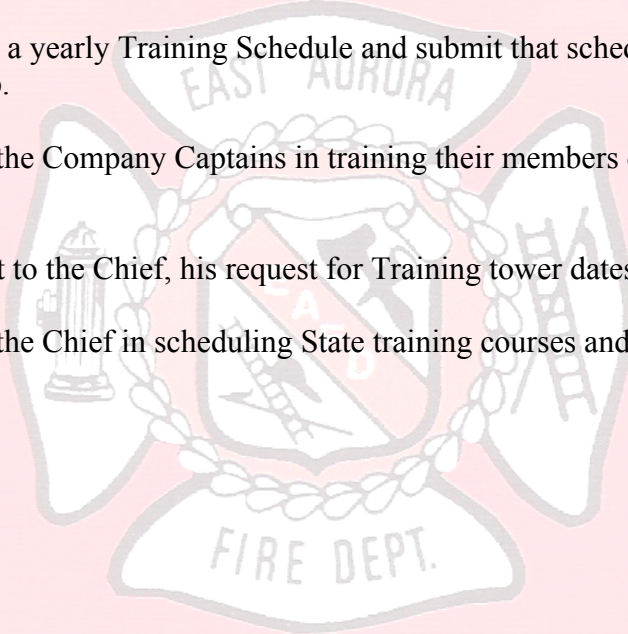


20. RESPONSIBILITIES OF THE SAFETY OFFICER
EAST AURORA FIRE DEPARTMENT

1. Staff position to be appointed by the Chief of Department and shall remain until relieved.
2. The Safety Officer shall assist the Chief or incident commander at incidents or emergencies, as pertaining to firefighter and fire ground safety.
3. In addition, the safety officer is responsible to maintain safe operations at drills, at the station, on apparatus and equipment, as well as response safety of firefighters.
4. At an incident where the Chief or IC deems necessary and the Safety Officer is not available, an interim Safety Officer may be appointed from the ranks for the duration of the incident or arrival of the Safety Officer.
5. The Safety Officer shall observe the operations and conditions at an emergency to evaluate firefighter safety.
6. The Safety Officer shall monitor such elements as fire conditions, building stability, tactical operations, vehicle operations, with regard to hazards to personnel, and firefighter physical conditions, such as fatigue or injury.
7. When a hazard is detected, the Safety Officer has the authority to cease all dangerous operations immediately, and take corrective action.
8. The Safety Officer should notify the IC and company officer of the problem as soon as possible and the corrective action taken.
9. The Safety Officer shall assist the authorities in inspection of facilities for safety hazards, and inspection of equipment for compliance of regulations as set forth by such agencies as OSHA, NFPA, UL, and DOT.
10. The Safety Officer shall be responsible for the accountability system for firefighters.

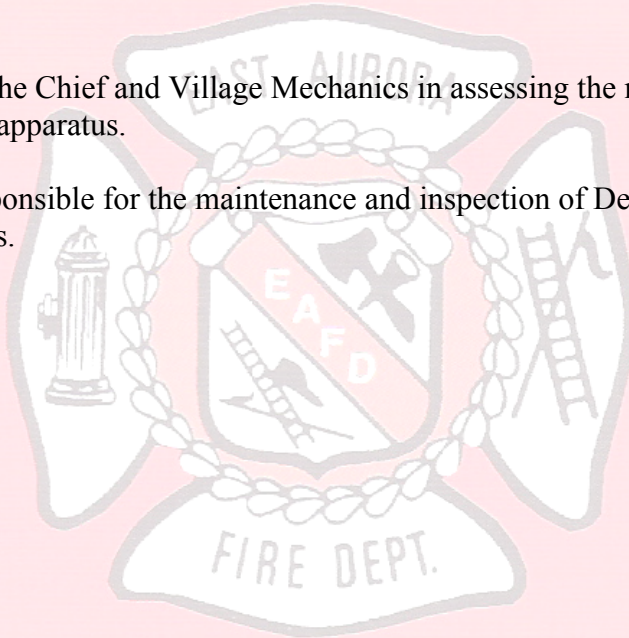
**21. RESPONSIBILITIES FOR THE TRAINING OFFICER
EAST AURORA FIRE DEPARTMENT**

1. Shall be responsible for scheduling Department Drills for the year.
2. Shall be responsible for implementing Department Drills.
3. Shall be responsible to work with Department and Company officers to run the Department Drills.
4. Shall be responsible for all training aids, and audio-visual equipment. To maintain and update training material.
5. Shall be responsible for maintaining training records.
6. Shall devise a yearly Training Schedule and submit that schedule to the membership.
7. Shall assist the Company Captains in training their members on equipment and apparatus.
8. Shall submit to the Chief, his request for Training tower dates with the County.
9. Shall assist the Chief in scheduling State training courses and seminars.



**22. RESPONSIBILITIES OF THE DEPARTMENT EQUIPMENT OFFICER
EAST AURORA FIRE DEPARTMENT**

1. Shall be responsible for testing, repairing, and purchasing of Department firefighting equipment.
2. Shall be responsible for replacement of defective or broken equipment from vendors.
3. Shall be responsible for the inspection and testing of any pressure vessel. e.g. SCBA, SCUBA, CASCADE CYLINDERS, and OXYGEN CYLINDERS.
4. Shall be responsible for the purchase and fitting of turnout clothing to all firefighters.
5. Shall work with the Chief in making up Department equipment budgets with the Village.
6. Shall assist the Chief and Village Mechanics in assessing the mechanical needs of the Department apparatus.
7. Shall be responsible for the maintenance and inspection of Department fire extinguishers.



**23. RESPONSIBILITIES OF WATER SUPPLY OFFICER
EAST AURORA FIRE DEPARTMENT**

1. Shall be responsible for establishing and maintaining adequate water supplies at incidents.
2. Shall work with the Chief in determining the required fire flows.
3. Shall coordinate all water supply operations.
4. When out of hydrant district, shall be responsible for requesting needed tankers, tank-pumpers, LDH, and portable ponds, etc. to fill the needs of the IC.
5. When in hydrant district, shall locate and identify needed hydrants and establish a backup supply in the event of breakdown or escalation of fire.
6. Shall be notified of changes in water main system in Village or Town as well as new sources of supply.
7. Shall assist in preplanning of protection district, of structures, for determining water supplies and required fire flows.
8. Shall be able to use hydrant systems, tankers, portable ponds, Large Diameter Hose, portable pumps, creeks, ponds, and other static water sources, and know where these resources can be located.
9. Shall supervise all operations of water supply on the fire scene.
10. Shall coordinate all tanker shuttle operations between the fireground and the water source, for effective delivery, without bunch up or excessive delays in refilling or off loading.

24. DEFENSE OF MAJOR FIRES

EAST AURORA FIRE DEPARTMENT

The scope of this procedure is to provide continuous life safety to civilians and firefighters, and to reduce property loss. This procedure is also written to provide a formal checklist for any officer to use, regardless of rank.

1. It shall be the responsibility of the highest ranking officer to assume command and establish a command post.
2. The Incident Commander shall perform whatever action necessary to protect life and property, including Fire Department personnel and apparatus.
3. Determine extent of fire and locate and identify any hazardous materials as soon as possible.
4. Make a determination of what protective equipment is necessary to protect firefighters. E.g. SCBA, HAZARDOUS MATERIALS CHEMICAL SUITS, etc.
5. Establish ample water supplies and assign water supply officer to supervise operations.
6. Establish evacuation zones, and prepare for search and rescue where reasonable safe to do so.
7. Set up apparatus in safe locations. Protect from collapsing walls, flame impingement, hazardous smoke locations, power lines, etc. Allow time for bedding aerial apparatus if conditions warrant.
8. If it is apparent that the fire cannot be contained or controlled quickly, the following operational procedures shall be implemented:
 - () a. Establish command
 - () b. Locate and identify all available water sources.
 - () c. Request mutual aid and establish staging area to receive resources and assign staging officer.
 - () d. Establish cutoff points at safe and operable distances, to give ample time for forces to set up appliances, apparatus, and hose-lines, and to provide time to escape should they be unable to hold ground.
 - () e. Prepare for large scale ventilation procedures, such as trench cuts to cut off the spread of fire in large structures or adjoining structures.
 - () f. Deploy mutual aid units and large diameter hose to supplement water supply.
 - () g. Divide sectoring responsibilities as necessary to get tactics completed.
 - () h. Establish accountability system with safety officer.
 - () I Deploy master streams and consolidate ineffective hand lines.
 - () j. Assign additional mutual aid to secondary line of defense in event first

line of defense fails to hold

- () k. Prepare to evacuate civilians in direct or potential path of fire.
- () l. Prepare for additional or spot fires downwind.
- () m. In some instances where suspected hazardous materials are involved in the fire, allowing the structure to burn may be the best option as the chemicals will be consumed by the fire. If water must be used there may be potential runoff problem and diking may have to be done to collect runoff water.
- () n. Insure maximum use of master streams.
- () o. Provide updates to sector officers of conditions as well as receive updates of progress or conditions by sector officers.
- () p. Provide for fuel requirements of apparatus.
- () q. Provide for relief of manpower as well as medical surveillance.
- () r. Provide for refreshment and rehabilitation of manpower.
- () s. Provide salvage and recovery as necessary.
- () t. Once fire is contained, move in to extinguish it.
- () u. Release mutual aid companies as warranted.



REVISED: October 21, 2005

25. ELECTRICAL HAZARDS

EAST AURORA FIRE DEPARTMENT

Scope: To provide a safe means of operation around electrical hazards, and to safely extinguish fires in electrical installations, and related equipment.

Policy: While it is understood that electricity is only a theory, unusual conditions arise to create the hazards encountered with electrical equipment. For this reason, the principles in this procedure are recommendations, and should not be considered absolute guarantees of protection under all circumstances.

1. The common term “electrical fire” (Class C) refers to a fire in which combustible materials are caused to ignite because of overheating of electrical conductors or electrical equipment, by the arcing of electricity or by fires that involve electrically energized equipment. However, the hazards of a fire are the same whether the fire was caused by electrical equipment or whether the equipment is a victim of the fire caused by another source.
2. An electric arc is extremely hot. As a fire cause it is usually associated with a short circuit or a current interruption at a switch point or loose connection. Arcing can readily ignite combustible materials in the vicinity, including the insulation material around the conductor.
3. Overheating of the conductors and equipment presents a fire hazard. It is important that the firefighter recognize that hazards of relatively low voltages as to both shock and fire.
4. The following are the effects of electricity on the human body:
 - a. Cardiac arrest; the complete stoppage of the heart function by electrical shock.
 - b. Ventricular fibrillation; the normal rhythm of the heart is interrupted, and the heart is thrown into a spasm.
 - c. Stoppage of breathing; electrical current can effect the nerve center in the brain that controls breathing, causing it to stop.
 - d. Electrical burns from current. If the current is strong enough it can destroy tissue and result in severe electrical burns.
 - e. Involuntary muscular reactions; result from the currents, so a person cannot clear himself of the contact.

5. When in areas of poor visibility, it is recommended that firefighters should proceed with outstretched arms with palms turned toward the face. This way, if contact is made with energized object, the reaction will free him from the object.
6. Electrical arcs can cause serious personal injury without the current passing through the body. Energized wires can cause arcs between the wire and the ground. The intense heat created by arcs, can cause immediate thermal burns to the body, and flash burns to the eyes.
7. It shall be the policy of the Fire Department to cooperate with the utility company in all electrical emergencies.
8. Power plants, substations, underground vaults, and other installations present special hazards to the firefighter not found in normal structure fires.
9. Other emergencies include: wires down, arcing wires, rescue procedures that involve electrical wires or equipment, and policy involving removal of pets from utility poles or installations.
10. An electrical substation performs one or more of the following functions:
 1. It transforms electric energy from one voltage to another.
 2. It serves as a control center.
 3. It serves as a distribution center for utility customers.
11. Firefighters should never enter a substation property unless accompanied by utility personnel, as they know of the equipment inside and can identify the areas that are electrically unsafe. There are many other reasons not to enter substations unaccompanied:
 - a. Close proximity to energized high voltage equipment and wires.
 - b. Toxic smoke from burning oil or smoldering insulation.
 - c. Possible explosion of transformers, capacitors, or arresters.
12. It shall be the procedure in event of substation or pole fire, to respond, hook up, and stand ready to protect adjacent structures until a utility representative makes the facility or pole safe to proceed with firefighting.
13. Under no circumstances shall metal ladders be used in or around substations, or electric utility poles.

14. Only fog nozzles in or around electrical equipment shall be used and only on the advice of the utility representative. As water fog conducts less electricity than a straight stream.
15. It may be preferable to let a smoking or small fire in electrical equipment alone rather than cause water damage to unaffected electrical equipment.
16. Do not attempt to enter a closed area in which a toxic or explosive gas is present unless rescue work is imperative and only then after taking necessary precautions to vent area and don protective equipment.
17. Never enter a flooded basement with electrical power on.
18. When gas or flammable liquid is present, never operate electrical switches or equipment within the area because the spark caused by them can cause an explosion. When electrical power must be turned off, always do so at a point remote from the explosive atmosphere.
19. Under no circumstances should electrical equipment be shut off while standing in water.
20. For fires involving electrical equipment, portable fire extinguishers using non-conductive extinguishing agent (i.e., carbon dioxide, dry chemical, or halon) should be used. Fire extinguishers must have a "Class C" rating, before it can be used on energized electrical equipment.
21. Protective clothing and footwear does not give the firefighter adequate protection against an electrical hazard and should not be relied on for such.
22. Any fallen or sagging wire should be regarded as energized and must be guarded to protect persons from coming in contact with it. Even if the wire is identified as telephone or CATV wire it still could be in contact with energized electrical wire.
23. Wires on the ground may break off at some point and the remaining wire may curl up and roll along the ground and come into contact with persons.
24. The breaking of a wire may cause increased stress on adjacent wires or on supporting equipment, causing failure of poles or other supporting structures.
25. Do not leave fallen wires or damaged equipment unguarded. Continue to guard the wires until relieved by or informed that it is safe to leave, by authorized utility representative.
26. Keep apparatus at a safe distance from downed wires, particularly at night or during storms, when visibility is limited. Be extremely careful moving about in darkness where wires are down.

27. Exercise extreme caution when stepping off apparatus as you may step on wires or the apparatus may be energized through contact with the live wire.
28. If there is a chance that the apparatus is in contact with a downed wire and the operator is in the vehicle, he may drive it away from the hazard. If firefighters are on the vehicle they shall remain on the vehicle and not jump off. If a firefighter is on the ground he shall not touch any part of the vehicle, this is especially important with aerial apparatus.
29. Live wires should never be handled from a vehicle. Rubber tires are not to be considered as insulation from electricity.
30. Fences should be considered as energized when wires are down and should not be touched.
31. If persons are trapped inside of an energized vehicle, DO NOT TOUCH the vehicle. If the occupants are uninjured, have them remain in the vehicle until the power utility arrives. If the vehicle is on fire or is in danger of igniting, the occupants will have to be evacuated by means of jumping from the vehicle. They must jump free of the vehicle without touching it and the ground at the same time. Under no circumstances should they step from the vehicle. If the occupants are injured, safely assess their injuries without touching the vehicle. If life threatening, the wire may have to be removed from the vehicle. Equipment such as wood, ladders, rope or coils of dry hose thought of as safe to use on energized wires can actually be conductive. Add to that, rain or snow and the resistance to conductivity is reduced. Some items heavy enough to throw at the wire to remove it from the vehicle, while everyone is standing clear, may move the wire off the vehicle. Something heavy may need to be thrown on top of the wire to hold it in place after moving it away, as wires are known to sizzle and pop and jump around while on the ground.
32. The above procedure may be used to remove a wire from atop a person.
33. Do not cut any outside wiring on any structure or pole as the Fire Department does not have the necessary equipment to safely do so.
34. The Fire Department shall not remove any electric meter head under any circumstance, as flash or arc could cause injury to firefighters, and the possibility of shock or electrocution.
35. The Fire Department shall not perform any rescues of pets from energized equipment.
36. All aerial apparatus shall be required to maintain a minimum clearance of ten (10) feet from all energized equipment, or wire per OSHA 1926.550.

Revised: November 2, 2005

26. RESPONSE TO NATURAL DISASTERS
EAST AURORA FIRE DEPARTMENT

EARTHQUAKE, WIND/TORNADO, WINTER STORMS/BLIZZARD, FLOOD

1. Such occurrences create problems in mutual aid, due to their magnitude. That is to say that mutual aid may be unavailable because they are responding to their own problems. Also, agencies that normally respond to such emergencies may be overwhelmed by such a magnitude in destruction that they may be delayed in providing assistance.
2. Fire Department equipment may be damaged or destroyed by firehouse collapse or damage from tornados or earthquakes. Insufficient mutual aid may be available due to the same reason. Removal of salvageable equipment may have to be undertaken where safe to do so.
3. Manpower may be insufficient due to personal or family priorities in such an emergency.
4. Emergency response priorities have to be instituted to create some order in carrying out objectives. Example:
 - a. Clearing streets to get apparatus and equipment to locations.
 - b. Search and rescue action within collapsed buildings.
 - c. Gas leaks need to be shut down
 - d. Water main breaks, supply shortages due to power failures or contamination of drinking water, lack of water supply for firefighting.
 - e. Electrical hazards
 - f. Mass casualties
 - g. Major fires
 - h. Medical needs and supply shortages in necessities
5. Establish and maintain inventory of resources and their location.
 - a. Auxiliary power supplies and lighting equipment
 - b. Manpower
 - c. Heavy equipment and operators, cranes, chain saws, etc.
 - d. Fuel requirements and running repairs to equipment.
 - e. Food and relief facilities for rescuers.
 - f. Communications e.g., telephone, radio dispatch, portable radios.
 - g. Inspection of hazardous material sites effected by the emergency, such as underground storage tanks, pipelines, damage to highway or rail vehicles.
 - h. Security of areas of damage.
6. Analyze damage to structures to avoid collapse danger to public. E.g., schools, stores, churches, nursing homes.

7. Clear access routes and develop alternate routes around damaged areas.
8. Control large fires and reduce exposures, especially trapped victims in involved structures.
9. Shut off utilities where necessary.
10. Request mutual aid where possible.
11. Prepare for long term operations. Example:

- a. Fuel
- b. Shelter
- c. Food
- d. Relief and manpower
- e. Repairs of equipment
- f. Sanitation
- g. Field hospitals
- h. Food, housing, shelter of victims, clothing
- i. Temporary morgue operations, refrigerated trailers for storage of bodies.
- j. Potable water supplies
- k. Telephone communication
- l. Staging of resources
- m. Red Cross, Salvation Army, disaster relief.

The following is a checklist for winter storms and blizzards

- a. Move apparatus to strategic locations and winterize apparatus, equipment, pumps, etc.
- b. If caught in winter storms, get apparatus to heated garages to thaw equipment not in use.
- c. Have snow plows available to respond with apparatus, and ambulances. Equip plows with communication.
- d. Locate hydrants and remove snow from them. Also notify public to do the same.
- e. Protect personnel from exposure and frostbite.
- f. Have personnel prepare for their families needs first.
- g. Have apparatus equipped with sand, grit, and salt for traction, along with adequate shovels.
- h. Monitor weather conditions and storm updates.
- i. Obtain road closing information.
- j. Establish communication with CEO on declaring a limited state of emergency.
- k. Obtain 4wd vehicles, plows, and snowmobiles.
- l. Do not park any apparatus in vulnerable areas, where freezing may occur.
- m. Have personnel bring in extra clothing.
- n. Place toboggans, sleds, and litters on apparatus.
- o. Get police approval to use snowmobiles on public streets.
- p. Be alert for large accumulations of snow on roofs, buildings, causing collapse and carbon monoxide poisoning from plugged flues.
- q. Drain air tanks on apparatus daily.
- r. Drain pumps and booster lines, to prevent freeze up.
- s. Check all personal protective clothing, ear protection, gloves, face protection,

hoods, turnout pants, and coats.

- () t. Prepare to make vehicle rescues and check all vehicles for occupants.
- () u. Prepare fire hall to receive storm victims, and include notifying the facility.
- () v. All apparatus shall use all warning lights to protect apparatus and personnel.
- () w. Rotate personnel continually.
- () x. Provide medical surveillance to personnel.
- () y. Organize ski and snowmobile rescue teams with medical personnel available.
- () z. Check for blocked standpipe connections, sprinkler connections, and blocked or frozen PIV valves and hydrants.
- () aa. Alert towing agencies for removal of abandoned or stuck vehicles to clear roads for egress.
- () bb. Review procedures with personnel.

The following is a checklist for earthquake/ground movement

- () a. Order fire apparatus out of stations.
- () b. Implement priority response.
 - 1. Fires with trapped victims
 - 2. Fires with probability of spread
 - 3. Trapped victims
 - 4. Large fires with little spread potential
 - 5. Medical aid severe
 - 6. Major petroleum or natural gas leaks
 - 7. Small fires with no spread potential
 - 8. Medical aid: minor
 - 9. General assistance
 - 10. Morgue operations
- () c. Prepare for long term operations
- () d. Re-establish communications, radio dispatch, and telephones where possible.
- () e. Order survey of damaged apparatus and salvage usable equipment.
- () f. Assign units to conduct damage surveys of areas to prevent further injury or damage.
- () g. Assess damage to water supply and establish supplemental water supplies, and use of large diameter hose.
- () h. Maintain strict security
- () i. Obtain assistance of County and State agencies where possible.
- () j. Provide fuel for apparatus, as well as other maintenance items.
- () k. Be aware of and notify personnel of electrical hazards of downed power lines.
- () l. Conduct damage surveys of roads, schools, nursing homes, shopping centers,
- () m. Provide relief of personnel, food sanitation, shelter, rest.
- () n. Establish temporary shelter for displaced victims.
- () o. Locate and stage all necessary supplies and equipment needed during incident.
- () p. Clear roads or establish alternate means of egress.
- () q. Provide critical incident stress counseling as soon as possible to personnel.

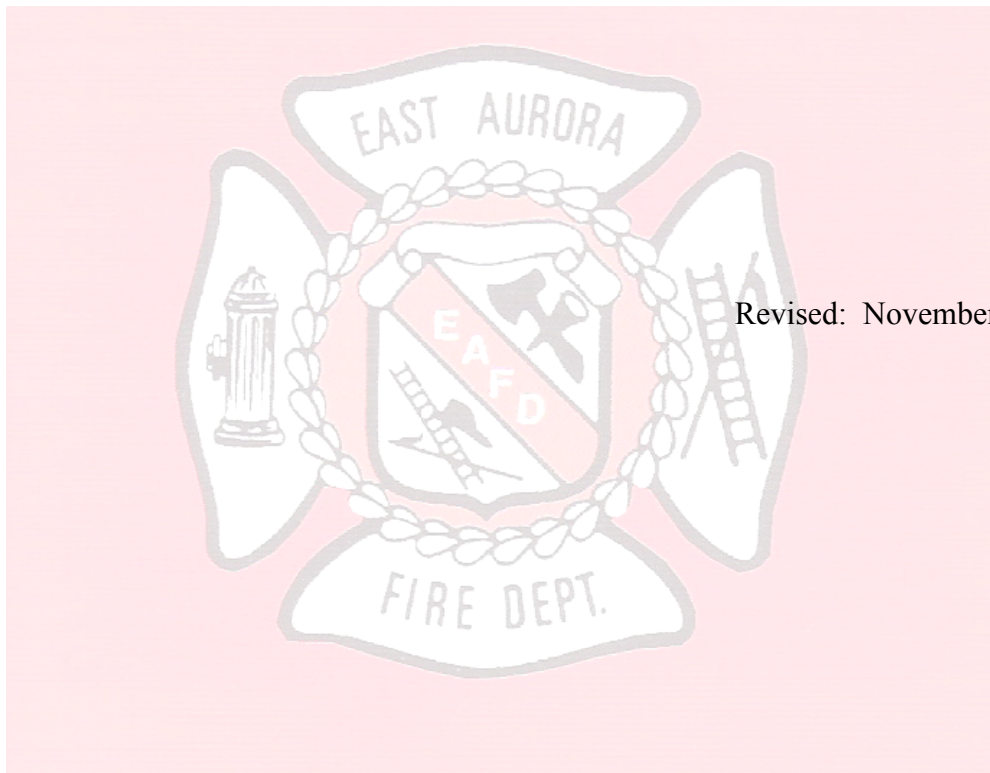
The following is a checklist for wind damage/tornados

- () a. Assess damage to apparatus and equipment.
- () b. Clear access to streets and establish alternate routes around damage.
- () c. Search and rescue in collapsed buildings.
- () d. Stop natural gas leaks.
- () e. Be aware of electrical hazards from downed power lines.
- () f. Prepare for long term operations.
- () g. Locate all available chain saws and related equipment, and supplies.
- () h. Prepare for water, electrical, and food shortages.
- () i. Fire department response to fire, rescue, and search operations.
- () j. Request mutual aid as necessary.
- () k. Request special agencies, DOT, DPW, State Police and County Disaster assistance.
- () l. Maintain security
- () m. Provide for relief of personnel, food, shelter, sanitation, etc.
- () n. Provide for fuel requirements of apparatus and equipment, as well as maintenance.
- () o. Re-establish communications and telephone service.
- () p. Assess structural damage to buildings, schools, nursing homes, major apartments, etc.

The following is a checklist for major flooding

- () a. Move apparatus and equipment to safe ground.
- () b. Prepare for long term operations.
- () c. Evacuate residents in path of floods.
- () d. Shut off electricity and gas where possible in potential flood areas to prevent fire or explosion.
- () e. Never drive apparatus through flooded areas, unless depth, flow, and terrain is certain.
- () f. Never drive over flooded bridges, as they may be undermined and collapse.
- () g. Stay out of ice flows.
- () h. Do not shut off electricity if standing in water.
- () i. Evacuate low lying areas first.
- () j. Where areas are flooded, stay away from culverts, manholes, and drainage pipes, as they may suck victims into them.
- () k. When effecting rescues, life safety lines, life jackets, or floatation devices must be used to prevent firefighters from drowning or being dragged away.
- () l. Use boats where necessary, except in rapid water.
- () m. Do not venture into rapid water unless equipped with lifelines.
- () n. Have observers and extra rescuers on shore to assist rescuers in the water, never go in alone.
- () o. Request helicopter support for rapid water rescues.
- () p. Watch for debris when working in flooded areas to prevent injury by being hit or entangled.

() q. Watch for undermining of road surfaces or landslides from runoff of rain water.



Revised: November 2, 2005

27. COORDINATING FIRE ATTACK EAST AURORA FIRE DEPARTMENT

SCOPE: Fire officers and firefighters alike should possess firefighting skills as well as training, to be managers in problem solving and understand their role as manager of resources at emergencies. Firefighters must understand this role in achieving the objectives set by the fire officers.

A fire officer could be compared to a general commanding an army at an offensive. He must be prepared for any circumstance, and must remain fully in charge of an incident, from the apparatus to the activities of the personnel. He must have a strategy to contain the fire and develop tactics to carry out the strategy. He must size up the incident and decide what initial attack will contain the fire. The officer must rely on sector officers for correct information and alter his tactics to successfully terminate the emergency.

POLICY: It shall be the policy of the first arriving officer to perform a thorough size up of an incident, and decide what resources are needed as well as formulate a strategy to safely deploy his men to mitigate the incident. It shall also be the policy for the first arriving officer to turn over command of the scene to the highest ranking officer upon his arrival, and apprise him of all ongoing operations. It shall also be the policy for all firefighters to work within the command structure set forth within this procedure.

1. **STRATEGY:** The plan of action that identifies what needs to be done, and what resources will be used.
2. **TACTICS:** The actions of the plan. The procedures and maneuvers required to implement the strategy.
3. East Aurora Fire Department shall use the following as the basic divisions of firefighting:
 - a. **RESCUE:** The operations required to protect life. Removal, isolate, and defend in place.
 - b. **EXPOSURES:** The operations required to prevent extension of the fire. Interior, exterior, life.
 - c. **CONFINEMENT:** The operations required to stop the spread or hold the fire. Marks the transition from defensive to offensive firefighting.
 - d. **EXTINGUISHMENT:** The operations required to attack and extinguish the fire.
 - e. **OVERHAUL:** The operations required to complete extinguishment.
 - f. **VENTILATION:** The planned, coordinated, and controlled removal of smoke, heat, and gasses. May be required to support rescue, exposure, confinement, extinguishment, overhaul, and salvage. This activity may begin at any time during the fire, but should be initiated early, as this may be used to confine the fire and allow entry by rescuers and initial attack teams.
 - g. **SALVAGE:** The operations required to prevent further damage by the fire or the operations of the fire department.
4. Coordinating the fire attack begins with size up. Size up is a dynamic and continuing process. Size up must be performed for each of the previous divisions of firefighting,

so that as conditions change so can the strategy. The actual techniques used to execute the tactics of the plan to accomplish the objectives are not standardized, as they are subject to local conditions as the officer sees them. Problems arise when the officer fails to anticipate problems or conditions or does not look beyond the obvious. It is a fact of life that there is no perfect way to fight a fire. Given the same fire, two officers may call for different evolutions and use different tools to arrive at the same results. Therefore, this policy shall serve as an outline to help the officer make the proper decisions.

5. ELEMENTS OF SIZE UP:

- a. Facts: time of alarm, location, nature of emergency, life hazard, exposures, weather, type of construction, occupancy, and fire involvement.
- b. Probabilities: life hazard, FD personnel, victims, spectators, exposures, explosion, collapse of roofs, walls, floors, weather changes, and preventable damage.
- c. Fire Department Situation: personnel and equipment, M/A assistance, water supply, private protection, sprinklers, standpipes, and extinguishing systems.
- d. Plan of Operation, Strategy: assignments of search, rescue, attack, ventilation, salvage, etc., sectoring, span of control, how many men can a sector officer effectively control? 5=7 men.

6. East Aurora Fire Department shall follow these basic rules of fire strategy:

- a. Determine danger to occupants.
- b. If fire poses immediate or potential threat to people then initiate rescue.
- c. Control escape route, place hose lines to protect exit routes.
- d. Establish rescue priorities, don't TRADE victims for firefighter lives.
- e. Cover exposures first, then attack the fire. Attack may solve rescue and exposure problem.
- f. Supplement hose lines for safety of personnel.
- g. If attack is ineffective or extension threatens egress, withdraw and reorganize for a more aggressive attack or relocate to more effective position.
- h. Prompt, coordinate ventilation with attack to maximize effects.
- i. Don't allow attack to spread the fire or cause excessive damage.
- j. The IC should remain in position to direct the overall operations.
- k. Apparatus placement for complete coverage of all sides.
- l. Leave room for aerial placement.
- m. Establish adequate water supplies.
- n. Have backup teams ready in case of rescue of firefighters.
- o. Be aware of building conditions such as collapse potential, backdraft, flashover, or explosion.
- p. Choose proper size attack lines.
- q. Choose interior attack where possible instead of exterior attack as nozzleman can see effectiveness of attack and attack seat of fire.

7. The Incident Commander, sector and safety officer, shall monitor interior firefighting and order retreat of interior attack if in his judgment there is collapse or explosion danger or any other danger to personnel. Other factors must be taken into account such as, fire conditions, occupancy, age and condition of building, and structural loading.
8. Firefighters and officers shall use these parameters when initiating rescue:
 - a. Where need is certain, rescue first then initiate search.
 - b. Where need is uncertain, initiate search immediately.
 - c. Remove people from danger, remove danger from people, or defend in place.
 - d. Prioritize rescue, those immediately in danger, groups within reach, then individual rescues within reach. Rescue closest to fire, then work outward.
 - e. Don't trade firefighter's lives for victims in question.
9. Firefighters and officers shall use the following parameters for exposure protection:
 - a. Interior exposures, exterior exposures, life exposures.
 - b. Considerations: intensity of fire, proximity to fire, wind direction and velocity, and fire growth.
 - c. Exposure priorities: life, exposure with greatest potential for spread, exposure with greatest loss potential, above fire, below fire, adjacent to fire.
 - d. Protection: heavy streams, not water curtains, establish secondary defense lines, use building features, fire doors, sprinklers and fire suppression systems, enclosed stairs, fire walls and standpipes.
 - e. First in pumping apparatus shall tie into sprinkler or standpipe connections, and shall supplement system as required. Maintaining pressure to system, and shall not use any other lines off apparatus.
 - f. Get ahead of fire, allow setup time, and anticipate spread.
 - g.
10. Firefighters and officers shall use these considerations for ventilation:
 - a. To minimize backdraft and mushrooming, for rescue, confinement, overhaul, and salvage.
 - b. Type of ventilation: natural, mechanical, combination, use of existing openings, create openings, removal of ceilings below roof openings, have charged lines ready, don't place hose lines in vent holes.
 - c. Ventilate early, vent above fire for best option.
 - d. Don't cause fire spread by improper ventilation.
 - e. Make large enough holes when venting.
 - f. Have escape routes for ventilation crews available.
11. Firefighters and officers shall use these parameters for salvage:
 - a. Use salvage to minimize damage from smoke, water, fire, and fire department operations.
 - b. Begin salvage early, above fire and below fire.
 - c. Consider nature and value of property.
 - d. Fire Department operations are important to salvage, such as, ventilate early, cover belongings, use water carefully.

12. Firefighters and officers shall use these parameters for confinement:
 - a. Make transition from defensive to offensive operation.
 - b. Stop spread of fire.
 - c. Hold to smallest loss.
 - d. Get ahead of fire and push it back into burned areas.
 - e. Use ventilation to confine fire.
 - f. Use appropriate hose lines.

13. Firefighters and officers shall use these parameters for overhaul:
 - a. Initiate as soon as possible after attack and knockdown.
 - b. Open ceilings and walls, move or remove burned materials.
 - c. Check for concealed fire, extensions, spot fires, and rekindles.
 - d. Check pipe chases, and breaches in walls and floors for spread.
 - e. Be alert to arson and suspicious circumstances.

14. Firefighters and officers shall use these parameters for extinguishment:
 - a. Develop adequate fire flows.
 - b. Penetration is important; apply adequate fire flows by using correct size lines.
 - c. Ventilation.
 - d. Interior attack is best, but may have to use exterior attack if interior attack is too dangerous.
 - e. Use backup lines.
 - f. Don't push fire to uninvolved areas.
 - g. Prompt aggressive attack may solve rescue and exposure problems.

15. The following is a breakdown of fire company type:
 - a. Engine Company: Lay lines and attack fire.
 - b. Tanker Company: Supply water.
 - c. Ladder Company: Laddering
Overhaul
Ventilation
Entry
Rescue
Salvage
 - d. Squad Company: Manpower and special rescue.

16. Firefighters and officers shall use these parameters for ventilation:
 - a. Types, natural, mechanical, vertical, horizontal.
 - b. When heat and smoke and gases are present.
 - c. When hose lines are in place to prevent spread of a well vented fire.
 - d. When hose or rescue crews cannot advance and attack the fire.
 - e. When heat, smoke, and hot gasses combine to prevent escape of occupants.
(This is only time you vent without hose lines in place.)
 - f. Ventilate above the fire to cut off horizontal spread.
 - g. Ventilate ahead of fire to cut off spread and effect ventilation before fire gets ahead of ventilation crews.
 - h. Ventilate behind fire to confine it to single areas.

17. PRECAUTIONS:

1. Have charged hose lines in position.
2. Have an avenue of escape, ladders above roofline for visibility and more than one ladder.
3. Watch roof edge, smoke obscures danger.
4. Watch roof integrity.
5. Make large openings.
6. Open more than the cockloft.
7. Work with back to the wind.
8. Don't place hose streams into vent holes.
9. Notify officer when ventilation is complete.
10. Firefighters shall wear breathing apparatus when venting roof.
11. Take out ceiling below vent hole.

18. TERMS:

a. MUSHROOMING:

Products of combustion travel vertically until a point where horizontal travel is easier. Smoke travels laterally and eventually starts back down.

b. BACKDRAFT:

Where a fire burns for awhile consuming all available oxygen, then retreats or smolders. Fresh air is introduced (sometimes by firefighters) and full flaming combustion resumes with explosive force. Backdraft occurs in closed areas where fire has been smoldering for a long time. Check eaves, vents, and gaps at windows for grayish-yellow smoke or puffing in and out.

PRECAUTIONS:

1. Clear out when danger signs appear, as in above.
2. Keep low.
3. Open doors and windows slowly.
4. Ventilate early and high.
5. Have hose lines ready.
6. Watch for and protect from flying debris or collapse ceilings.

c. FLASHOVER:

Simultaneous ignition, occurring when the contents of an area are heated by thermal radiation from the ceiling and upper walls, usually about 1000 degrees.

These procedures are guidelines for structural firefighting and are not hard and fast rules as, no two fires are alike. If a question occurs as to what standard these are derived from, refer to NFPA.

Revised: November 2, 2005



28. TRAINING AND OPERATION OF MIDI-PUMPER AND HURST TOOL EAST AURORA FIRE DEPARTMENT

SCOPE: To provide for safe and efficient operation of the HURST rescue tool and midi-pumper # 4.

POLICY: It shall be the policy to train and qualify each interested member in the use of HURST tool and where possible, the operation of the midi-pumper.

1. All personnel trained in the use of the HURST “JAWS,” shall be qualified in the proper and safe operation of such in accordance with recommended operating procedures and standard common practice, before any member may operate such equipment at an incident. This tool is dangerous when improperly used. Such personnel shall be certified as “JAWS” operators.
2. It is recommended that members take the “ACCIDENT VICTIM EXTRICATION” course prior to being trained on the “JAWS,” as this course is designed to give the basics of auto extrication and teaches safe rescue assessment and safe operation at auto accidents.
3. Operation of the “JAWS” shall consist of one man to operate the power unit, and one man to operate each piece of equipment that ties into the power system.
4. A safety officer shall be designated to oversee the extrication operation to prevent further injury to victims and to prevent accident or injury to firefighters.
5. All firefighters shall wear protective turnout at all extrication exercises, whether at drill or actual alarm. These shall include turnout, leather gloves, face shields, and proper fire extinguishing equipment.

OPERATION OF MIDI-PUMPER:

1. Proper manning to alarms within the district for the midi-pumper shall be a minimum of two (3) firefighters for the operation of the “JAWS.”
2. Proper manning of the midi-pumper for the use of the “JAWS” for response to mutual aid shall be three (4) firefighters with a fifth firefighter to operate the midi-pumper in addition to the operation of the power unit and spreaders.
3. At no time shall a firefighter that is unqualified on the operation of the “JAWS” be used to fill out the manpower requirements for mutual aid.
4. For alarms other than auto accident, any member may ride the mini-pumper to alarm within district and outside district so long as he is in full turnout gear.

5. All personnel shall ride within the cab of apparatus. No riding on tailboard is permitted except off-road at the incident for which extra manpower may be needed long distances from the highway.
6. When operating midi-pumper off-road, a firefighter shall walk ahead of truck to insure against hidden dangers or obstacles that might damage the vehicle.
7. Operation of the midi-pumper off-road, shall be in low range 4wd and transmission in drive range, to prevent undue stress to driveline components, and to maintain control of vehicle.
8. Operation of the winch either to pull out stuck vehicles or to remove stuck midi-pumper shall be executed by the driver and winch operator, using the remote control unit and operating at a safe distance to protect from being hit should the cable slip or snap. Never winch at an angle more that 30 degrees from center of vehicle. Keep all bystanders away from any winching operation.
9. Always use a chain of sufficient size to tie the winch cable to other vehicles or anchor point. Do not use winch cable as a sling, or tie any knots into the cable or make sharp angles in winch cable without using a pulley block. When going around obstacles, use a pulley block or reposition truck to avoid the obstacle.
10. After the use of "JAWS," winches, or midi-pumper, always clean the units thoroughly to prevent dirt or foreign objects from damaging these tools.

REVISED: November 2, 2005

29. SPRINKLERS AND STANDPIPES EAST AURORA FIRE DEPARTMENT

SCOPE: To provide a procedure to protect buildings that have sprinklers and for the use of standpipes in firefighting operations.

POLICY: To utilize the private fire protection systems to the fullest extent possible for maximum protection.

IDENTIFICATION:

1. Inlet connections are marked to identify the type of system.
2. Inlet connections are arranged in manifold on the outside of buildings.
3. Inlet connections are protected by “crash caps” to keep out foreign objects, prevent vandalism, and prevent obstruction.
4. Crash caps are easily broken with a spanner wrench or a rap from other tools.

PURPOSE:

1. To supplement existing supply with pumper
2. To charge system having no water supply.

PROCEDURE, HOOKING UP:

1. Tie in two or more 2 ½” hose lines to system. Majority require 500 gpm supplements.
2. Check identity of system, sprinkler or standpipe.
3. Supply from pumper upon order of officer.
4. Note position of post indicator valve (PIV) upon arrival.
5. Maintain pressure to system so as heads are activated they have the proper flow rate. Do not over pressure as they system may be damaged.
6. Do not utilize pumper for any other firefighting while augmenting sprinkler system.
7. After the fire, DO NOT shut off main supply to sprinkler system to stop water damage. Use sprinkler wedge for a temporary stop or replace the head. Shutdown can only be done after notification of owner’s insurance company and a guard posted inside building to provide a fire watch.
8. With a standpipe system, the water supply is usually to a pipe in a protected area such as an enclosed stairwell for use by the fire department to tie into with hose

lines for an attack. A capped valve will usually be present to tie in the hose line. Taking a reducing wye from 2 ½” to 1 ½” and 2 ½” and 1 ½” hose and nozzles to the fire floor to set up for an attack shall be necessary.

9. The pumper shall supply a pressure of 150 psi. and add 10 psi. per floor of height to the fire floor to counteract friction loss and gravity.
10. Firefighters shall calculate amount of hose needed and proper size for size of fire before attack is begun.
11. Excess line shall be strung up the stairs to the next floor and back down to the fire floor without kinks to starve the hose crews and then charged before entry to the fire floor from the stairs.
12. Maintain constant communication with hose crews and pump operator at all times.
13. Backup hose lines can be utilized from the standpipe above the fire floor, unless they are needed to effect rescue or attack fire above.

The following are buildings utilizing sprinkler systems with the village:

- a. Roycroft Inn
- b. Aurora Sewing Center
- c. East Aurora Theater
- d. Tops Market
- e. Astronics Corp.
- f. Delevan Electronics
- g. Fisher Price Toys, Girard Ave.
- h. Fisher Price Toys, Elm St.
- i. Fisher Price Toys, Gleed Ave.
- j. CVS Pharmacy
- k. Forsythe Industries, Elm St.
- l. Camaro Specialties
- m. Moog, Pennsylvania Ave.
- n. Moog, Oakwood Ave.
- o. People Inc., Pine St. side
- p. Various Main St. buildings uptown.
- q. Hampton Inn hotel, Olean Rd.

REVISED: November 2, 2005

30. EMERGENCY EVACUATION

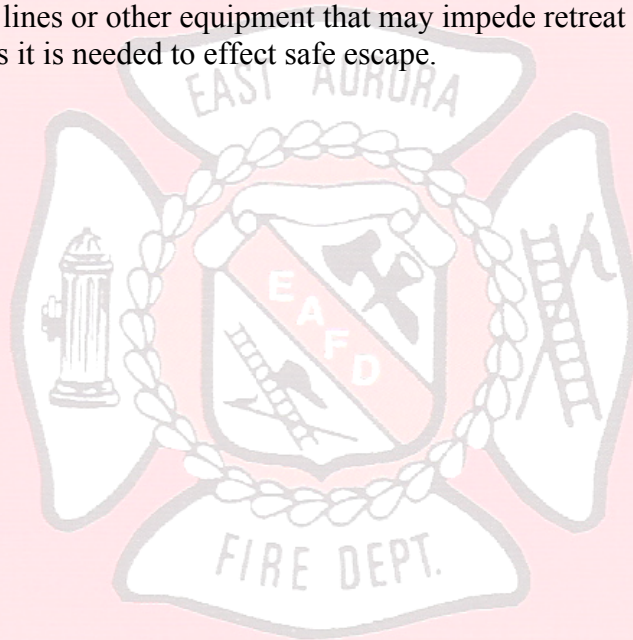
EAST AURORA FIRE DEPARTMENT

PURPOSE: The purpose of this procedure is to assure that all personnel operating at the scene of an emergency can be alerted to a change in conditions that can affect their safety, and can then evacuate to a safe location.

SCOPE: This procedure shall apply to all personnel operating at the scene of an incident. The Incident Commander and the Safety Officer shall have direct responsibility for the implementation of this procedure.

1. Every member operating at the scene of an emergency has the responsibility to pay attention to changing conditions, and to report their findings to the command structure in a timely manner so that evacuation can be implemented immediately if necessary. However, account must be taken to the fact of inexperience of firefighters on scene that may not realize what is happening before it is too late.
2. The term EMERGENCY EVACUATION refers to an evacuation that is ordered by the Incident Commander or Safety Officer because conditions are believed to pose serious or immediate danger to operating personnel in or around the structure. An emergency evacuation shall not be confused with an orderly withdrawal for the purpose of switching to a defensive from an offensive mode of operation.
3. All companies and teams must communicate information in their operating area to the sector officers. They shall be alert to the following:
 - a. High heat conditions that may signal an impending flashover.
 - b. Large volumes of smoke without the corresponding amount of fire or flame, pulsing smoke being pushed out then being drawn back into the building, yellow-gray smoke, all signal an impending backdraft situation.
 - c. Cracks, bowing or sagging of the roof or any supporting structural member or wall, indicating collapse.
 - d. Any other condition that may pose immediate danger to personnel operating inside or on the fireground.
4. When the above conditions are detected, the sector or Incident Commander shall be immediately notified along with a recommended course of action. At the same time, steps shall be taken to remove the threatened personnel from the danger area.
5. In the event of a total emergency evacuation, the Incident Commander or Safety Officer shall initiate the retreat signal. The retreat signal shall be as follows:
 - a. The Incident Commander shall alert all units on-scene that an emergency exists by the radio and declare an emergency. An example may be: ALL UNITS CLEAR THE FREQUENCY, THIS IS AN EMERGENCY BROADCAST. ALL FIREFIGHTERS EVACUATE THE BUILDING IMMEDIATELY! Then repeat the message again TWO more times.

- b. The Incident Commander shall then order all audible devices into operation to warn any personnel not in radio contact of an evacuation in progress, this shall include accountability PASS alarms. All personnel hearing this signal are to back out and evacuate immediately. All audible devices shall remain in operation for a minimum of two (2) minutes.
- c. Upon hearing the above broadcast, all others shall remain off the air and in radio silence.
- d. Upon hearing the above broadcast or the audible devices, all personnel shall exit the structure immediately, and report to their sector officers that they are safely out of the building, and press acknowledge button on PASS alarm to notify incident command that they exited the structure.
- e. With the accountability system established previously, a roll call shall establish that all personnel are safely out, establishing PAR or personnel accountability report.
- f. Hose lines or other equipment that may impede retreat shall be abandoned unless it is needed to effect safe escape.



Revised: November 2, 2005

31. FIRE SCENE SAFETY SIZE-UP BUILDING CONSTRUCTION

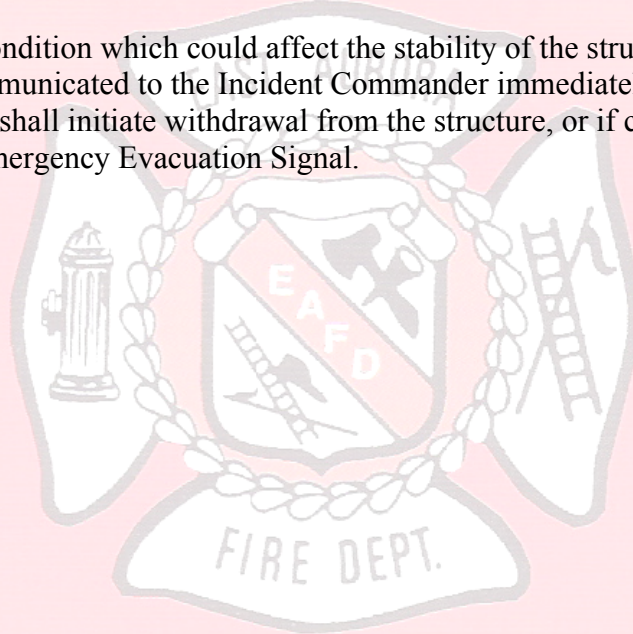
EAST AURORA FIRE DEPARTMENT

PURPOSE: The purpose of this procedure is to insure that all personnel involved in emergency operations maintains a constant awareness of structural conditions that may lead to collapse or pose a threat to operating personnel.

SCOPE: This procedure shall apply to all incidents involving a structure that could pose a threat to operating personnel.

1. All firefighters and officers shall be responsible for maintaining constant awareness of structural conditions that could pose a danger to themselves and others.
2. The officers are responsible for the awareness of construction features of structures within their district, and to insure that conditions are continuously monitored during an emergency incident.
3. All firefighters and officers shall maintain a general knowledge of building construction techniques and features that may affect safety on the fireground.
4. The Fire Chief and Training Officer shall be responsible for training of building construction techniques and features to all personnel. In addition, instruction in safe operation in and around specific types of construction.
5. All personnel shall watch for specific signs of weakness that could signal a collapse. Some specific signs may include:
 - a. Obvious signs of sagging of roofs or bowing of walls indicate collapse is imminent.
 - b. Truss construction, either wood or steel, that can collapse without warning even under moderate fire conditions for a short period of time.
 - c. Cracking of masonry walls, unsupported overhangs, parapets, chimneys.
 - d. Uneven loading of important structural members.
 - e. Overhangs and other cantilevered structures that may collapse without warning then fire attacks the supports inside the structure.
 - f. Structural members that have been exposed to fire conditions for a long period of time.
 - g. Heavy load concentrations of upper floors while lower floors are exposed to the effects of fire.
 - h. The use of heavy caliber fire streams into a structure can overload it quickly. A 2 ½" line flowing 250 gpm will add 1 ton of water to the structure a minute.
 - i. Pooling of water on upper floors.

6. Personnel should be extremely careful during overhaul operations. Many serious building collapses have occurred during overhaul because the fire weakened
7. structure and the water used to suppress the fire added to the weight of the loading of the structure.
8. The structure shall be carefully evaluated before personnel are committed to an interior attack.
9. The structure shall also be evaluated before overhaul operations commence.
10. The volume of fire showing and the duration of burning before arrival are important factors in evaluating structural collapse potential.
11. When any condition which could affect the stability of the structure is detected, it must be communicated to the Incident Commander immediately. The Incident Commander shall initiate withdrawal from the structure, or if conditions warrant, sound the Emergency Evacuation Signal.



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32. SEARCH AND RESCUE

EAST AURORA FIRE DEPARTMENT

PURPOSE: To provide a procedure to safely conduct structural search and rescue. This procedure shall establish strict guidelines for the purpose of effective search and rescue during the most crucial stage of an emergency incident, when the fire is out of the control of the firefighting forces.

SCOPE: This procedure in conjunction with other established departmental procedures, shall apply to firefighters directly involved in structural search and rescue as well as officers who are directly charged with the responsibility of monitoring conditions of the structure for the safety of all firefighters.

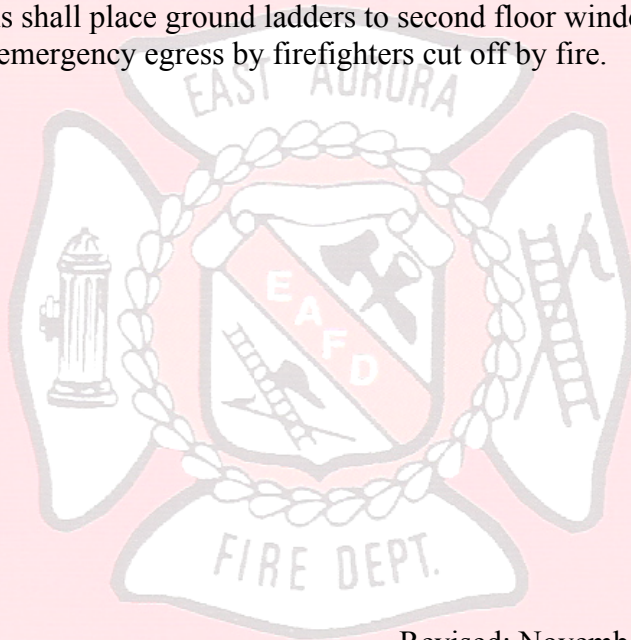
1. All search and rescue operations shall be conducted utilizing the buddy system. There shall be a minimum of two firefighters in a search team. It should be understood that more firefighter search teams may be necessary for larger structures.
2. Backup teams shall be standing by to assist the search teams or perform rescue should another firefighter become trapped.
3. All entry personnel shall be structural firefighters as defined by the Departmental Safety and Health Statement.
4. All firefighters engaged in search and rescue shall be in full protective turnout gear as well as SCBA. This also includes other entry personnel.
5. The T-PASS III accountability system shall be utilized and activated.
6. The Safety Officer or designated Sector Officer shall establish an accountability system for identification of entry personnel.
7. Hose lines shall be in place for protection of search and rescue teams. Ventilation may need to be initiated to assist rescue personnel in their function.
8. All means of egress shall be protected by handlines so the safety of search teams is maintained. A search team may use a handline to protect itself if it is necessary however there are times when a hoseline is too cumbersome to maneuver for an effective search. The only exception to the above rule is if the search team is searching above the fire floor, at which time the search team shall have a charged handline.
9. All search teams shall utilize the normal means of egress to start a coordinated search. This means that they use the front, back, or side entrances of a structure. The only time that a window entry is made is if all other entrances are blocked.

10. All window entries shall only be for single room searches, where a victim is reported to be. The exception being when there is no other means of entry to a structure due to the intensity of the fire.
11. All searches shall be made from a safe haven or refuge that is established first.
12. All interior stairwells used by firefighters including search teams shall be protected by a hose line to provide a protected escape route.
13. All search teams shall size-up the structure to provide them with as much information as possible about the interior of the structure and hazards involved.
14. All search teams shall have a search plan to know where they are going and where they are at all times.
15. All search teams shall notify sector officers of their intentions before entry.
16. All search teams shall have a working knowledge of the operations involved in search and rescue. Examples are:
 - a. Finding or creating areas of refuge.
 - b. Extrication techniques in case of entrapment.
 - c. Emergency notification techniques.
 - d. Basic rescue for victims, conscious or unconscious.
 - e. Knowledge of proper search patterns and techniques.
 - f. Knowledge and use of proper tools.
 - g. Establishing means of alternate escape such as windows, breaching walls, etc.
 - h. Basic firefighter survival.
 - i. Warning signs of flashover, backdraft, and collapse conditions, and potential.
17. Establish search patterns such as clockwise or counterclockwise fashion, keeping one hand on the wall at all times. In this way you will return to your starting point. To extend reach use hand tools such as axes or halligan bars.
18. Maintain a means of alternate escape, such as windows, other entrances, breaching interior walls, etc.
19. Always carry hand tools for forcible entry, extending reach, and creating escape routes.
20. Always leave an indication that a room was searched by the following methods:
 - a. Folding over the mattress.
 - b. Leaving an overturned chair in the doorway.
 - c. Chalk mark low on the door.
 - d. A marker on the door handle.

21. Always search above the fire floor first, but realize that the fire floor also needs to be searched.
22. Search teams should realize that rescue may be unnecessary if the fire can be located and extinguished first.
23. In searching rooms on or above the fire floor, it may be necessary to close doors to the rooms you are searching to minimize the danger of flashover or involvement of the room from outside, until the room is searched.
24. A search may have to be terminated and the search teams evacuated due to fire conditions. However, a secondary search shall be initiated once conditions improve or the fire is controlled.
25. Small areas shall not lead to individualized search. Keep the team approach.
26. When searching large areas, more firefighters may be necessary. Radio communications shall be used by the teams.
27. Basic safety practices stipulate that all search team members shall be accounted for before further penetration into the structure is attempted.
28. All team members go in together, move together, and come out together.
29. Notify sector officers of your intentions, presence, progress, completion, termination, and results as well as conditions.
30. When unconscious victims are found, do not start resuscitation until they are removed to the outside. Remember to take your team with you.
31. If the fire is in one room in the search area, often closing the door or if you have a hose line to quickly knockdown the fire then close the door to temporarily contain the fire, allowing time to continue a search until the fire can be extinguished.
32. Listen for sounds of victims, such as coughing, moaning, or crying.
33. Sweep under beds and furniture, and look in tubs, toy boxes, and closets for victims. Many victims collapse just inside doorways, so probe for them gently.
34. If a team member goes down, activate PASS alarm, radio command, get him out, and then resuscitate him. Again, bring the team with you.
35. Search and rescue teams shall check on progress of ventilation and hose teams periodically. Listen for sounds of their activity on roof or below.
36. There is great importance in a thorough search even on vacant buildings, as derelicts and children may be in them. Time of day is important to occupied structures.

Businesses are occupied during the day, factories may be occupied anytime of day or night, and homes occupied at night.

37. While it is not advisable, if a firefighter arrives on the scene before the apparatus and must make a rescue without the apparatus arrival, leave notification of his entry to the building by telling a neighbor, occupant, or bystander and having them notify and officer, dispatch or arriving apparatus that he has made entry to attempt a rescue. It should be stated that s firefighter that attempts a rescue before arrival of apparatus and the benefit of turnout gear and SCBA, and other firefighters, places himself in extreme danger of being burned, overcome, or unaccounted for, possibly causing death or serious injury.
38. T-PASS III shall be utilized for all interior activities including search and rescue.
39. Outside teams shall place ground ladders to second floor windows around the structure for emergency egress by firefighters cut off by fire.



Revised: November 2, 2005

33. CONFINED SPACE AND COLLAPSE RESCUE

EAST AURORA FIRE DEPARTMENT

Definition: Confined Space- Any enclosed area with somewhat restricted access and the potential for a toxic, explosive, or oxygen deficient atmosphere. Confined space may be a man-made structure entrapping a victim or created by the collapse of a structure or excavation trapping a victim.

Definition: Collapse- The failure of any portion of a structure, whether or not involved in fire.

POLICY: To provide a safe and effective means of operation in and around confined space environment, including collapse of structures.

SCOPE: This policy shall apply to all officers and firefighters in a collapse or confined space rescue operation. Perhaps no other fire department operation requires more coordination than a collapse or confined space rescue. The ability to rescue trapped victims depends on many factors: the type of structure, height or depth, collapse potential, abilities of rescue forces, location of victim, risk assessment, the physical health of the victim and his ability to withstand such an ordeal.

1. The incident command system shall be instituted as soon as possible. This is imperative as the potential for firefighter injuries is at its greatest potential. A command post shall be set up and operations sector officer shall be designated along with other sector officers as needed.
2. A collapse zone or secure perimeter shall be established and the incident scene secured. If necessary, police shall be used to enforce this zone.
3. The incident commander must establish a rescue plan and it must be strictly followed. The plan may be adjusted according to updates of his sector officers.
4. The incident commander must coordinate all rescue efforts and insure that none are in conflict with other operations being performed. If firefighters rush into a collapse or confined space area with no prior size up or plan, they risk being part of the problem instead of the solution.
5. No entry shall be made to a collapse or confined area until a thorough size up has been made.
6. No firefighter arriving before an officer, shall initiate a rescue until an officer arrives and sizes up the area.
7. The following are to be considered oxygen deficient atmospheres with toxic or explosive atmospheres possible:

- a. Manholes
 - b. Storage tanks
 - c. Tank cars and tank trucks
 - d. Sewers
 - e. Wells
 - f. Cisterns
 - g. Silos
 - h. Caissons
 - i. Large piping
 - j. Caves
 - k. Collapsed structures where gas, water, steam or oil lines may be ruptured.
 - l. Sumps
 - m. Compost pits
 - n. Coal and grain elevators
 - o. Piles of sand, dirt, gravel, salt, coal, grain.
 - p. Submerged vehicles
 - q. Vessels, dust collectors, vaults
8. No entry shall be made into the above confined spaces without turnout gear and SCBA.
 9. No entry shall be made into the above confined spaces without safety harness and lifelines secured to rescuers.
 10. Monitoring of atmosphere in confined space shall be utilized to determine contents of area. This shall be strictly enforced.
 11. Manholes, silos, tanks, cisterns, sewers, and wells shall be vented before entry. Explosion proof ventilators shall be used.
 12. Ladders shall be used where possible for access.
 13. Any illumination shall be explosion proof to protect rescuers and victims.
 14. As with any rescue, the team approach shall be used, with supervision by officers.
 15. Rescue teams shall have communications capability. Other frequencies may be necessary.
 16. The risks must be evaluated against the benefits achieved. Body retrieval shall not be performed at the risk of firefighter safety.

CONFINED SPACE

17. For entrapment in tanks and vessels, all energy sources shall be disconnected and locked out with a guard posted to prevent activation of equipment from startup. This shall include electrical, pneumatic, hydraulic and heating controls, as well as mixer shafts, agitators, and blenders.
18. All product lines, delivery lines, supply ports, water and steam pipes, and pumps supplying these systems shall be shut down and valves shut down and locked out.
19. Rescuers shall be aware of the emergency evacuation signal in case of deteriorating conditions.
20. The incident commander shall have the necessary resources available to him on scene before a rescue attempt is made. This includes sufficient manpower. Call for all necessary equipment and manpower early. Prepare for long term operations. Provide and stage relief crews.
21. Breathing apparatus may have to be removed from by the rescuer to gain access to a confined space, then donned again after entering the area. However, do not remove the facemask under any circumstances. This shall be done only with a body harness on the rescuer secured by a rescue rope and rigging.
22. A rigging and hauling system shall be set up to assist in the removal of the victim as well as rescuers.
23. Be sure that the wheels are blocked to prevent accidental movement when working in or around a railcar or tank truck.
24. Rescue personnel shall secure the area around the operation and establish control zones.
25. Resuscitation should not be attempted until victim is rescued. If victim is breathing, oxygen may be administered if it is compatible with contents.
26. Tanks shall never be cut open by saws, cutting torches, or grinders. Eliminate all flames and sparks in the immediate area.

TRENCH RESCUE

27. Trench rescues require shoring materials, shields, and removal of heavy equipment, including fire apparatus from the immediate area to prevent further collapse. No entry shall be permitted without proper shoring of trench.
28. Uncovering of the head of a victim is not sufficient to insure his ability to breath. He must be uncovered to the waist.
29. Vibrations from all sources shall be eliminated to prevent further collapse of trenches and collapsed buildings. Some sources include:

- a. Highways, roadways
- b. heavy equipment working nearby
- c. rescue operations
- d. manpower walking around nearby
- e. hand digging may have to be utilized to eliminate vibration that can cause collapse.
- f. removal of the spoil pile may be necessary to take the weight off the side of the trench wall. This may have to be done by hand.

BUILDING COLLAPSE STAGE ONE

30. Set up command post, and institute the incident command system. Use strong discipline. Prevent freelancing.
31. Secure the scene. Establish a collapse zone. Ask for police assistance to secure scene if necessary. A structure can collapse out 100% of its height.
32. Make an initial site survey. A secondary collapse is possible. Consider exposures on all 6 sides.
33. In collapsed buildings, hose lines shall be set up in case of fire or explosion.
34. Cut off all utilities. Electricity, gas, water, etc.
35. If a fire is burning and not supported by leaking gas, extinguish it. If the fire is gas fed, allow it to burn and protect exposures until the gas can be shut down.
36. If natural gas is leaking without fire present, dissipate it with hose lines until the gas can be shut off.
37. In collapsed buildings, free-standing walls and unsupported floors can be temporarily stabilized by shoring if height does not exceed 3 stories.
38. Unsupported walls shall be shored up and not toppled or knocked over, as they may cause secondary collapse. If a wall is in danger of falling or collapse, it shall be taken down by heavy equipment with qualified operators to prevent further collapse or injuries to rescue personnel and victims.
39. Be sure water is shut off especially in basements to prevent flooding and drowning of victims. Water flowing through buildings may further weaken the structure.
40. Immediate rescue of visible or surface victims.

BUILDING COLLAPSE STAGE TWO

41. Bring in ladder tower and set up for reconnaissance of collapse area. This shall be extensive and ongoing until completion of operations.

42. Prepare for long term operations. Call for extra companies, rotate crews frequently, stage resources. Call for heavy equipment and materials. Call for technical expertise.
43. Establish operations sector and rescue leader for accountability.
44. Perform void search and exploration of strong and sheltered areas only.
45. Jacking of collapsed walls and floors shall be reserved to remove trapped victims only and not to shore up the structure.
46. There are four (4) types of interior of roof collapse. They are:
 - a. Pancake
 - b. V-shaped
 - c. Unsupported lean-to
 - d. Supported lean-to
47. There are three (3) types of wall collapse. They are:
 - a. 90 degree
 - b. Inward outward
 - c. Curtain fall
48. Voids are usually created along the perimeter of the structure in a V pattern or lean-to fashion, or pancake with debris and furniture supporting the floor above, or any combination of the above can occur.
49. Look for strong points in the collapsed structure to select points of entry. Other methods may be tunneling, shafting, shoring, dismantling.
50. Locating survivors by the following:
 - a. Search
 - b. Listening by silent periods
 - c. Listening devices
 - d. Special trained dogs
 - e. Sounding
51. Selected debris removal to locate victims that are trapped to prevent further collapse and further injury to victims.
52. General debris removal to locate body parts in debris.
53. If collapse was caused by an earthquake, aftershocks may cause further collapse.
54. There are four (4) stages of rescue:
 - Stage 1: Immediate rescue, lightly trapped
 - Stage 2: Exploration, digging out victims
 - Stage 3: Selected debris removal, last seen victims, good likelihood.

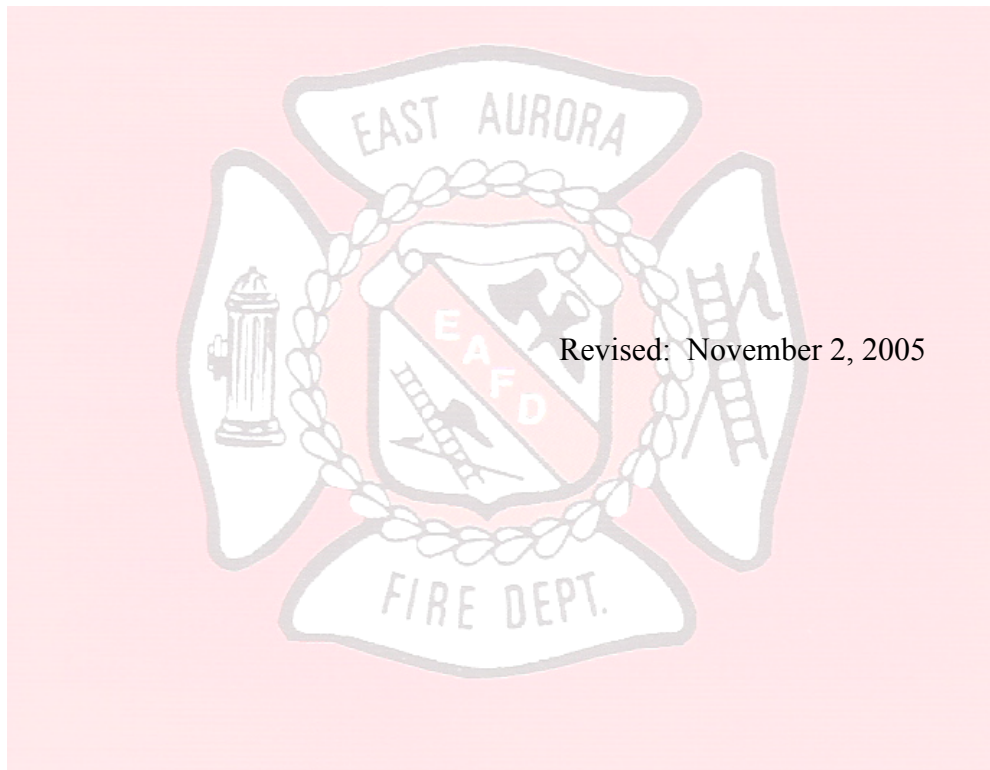
Stage 4: General debris removal, victims believed trapped, and victims believed dead. All four of the above may not be required at every operation.

COMMAND AND CONTROL

55. IC must establish command with strong discipline.
56. Assign jobs and document assignments and times.
57. Accountability is extremely important.
58. Have extra companies report to staging area before assignment.
59. Depending upon the size of the incident, a staging officer, triage officer, logistics officer, and liaison officer may be assigned to the operation. Span of control is 4-7 personnel.
60. Frequent updates must be given from all sectors.
61. If construction equipment is brought in, you must have qualified operators.
62. Maintain communications. Assign frequencies if necessary.
63. Plan for the media event. Don't ignore them. Assign an information officer. Give the facts only. Give updates.
64. The following may be the cause of structural collapse:
 - a. Explosion
 - b. Fire
 - c. Firefighting
 - d. Impact of vehicle
 - e. Improper loading of structure
 - f. Defective construction
 - g. Improper renovation
 - h. Nature
 - i. Age
65. After the rescue is complete and all victims are accounted for, the structure must be secured to prevent further collapse or injuries. This may include demolition of the remaining structure.

SUBMERGED VEHICLES

66. Submerged vehicles may have to have the windows broken out to gain access because water pressure is pushing in against the doors. Firefighters shall have SCUBA apparatus to perform this type of rescue, along with ropes tied to the rescuer.
67. Vehicles in rapid flowing water shall be secured from being swept away by current as well as securing the rescuers against being swept away.



34. DEPARTMENTAL FIREFIGHTER PHYSICAL EAST AUROPRA FIRE DEPARTMENT

POLICY: Under the provisions of the New York State Department of Labor, and the Occupational Safety and Health Administration (OSHA), the Village of East Aurora, and the East Aurora Fire Department have established the following policies and procedures with regard to firefighter safety and health. All firefighters shall comply with the following rules as set forth in OSHA 1910.156 and 1910.134.

SCOPE: By resolution of the Fire Council of the East Aurora Fire Department, on March 19, 1991, all active firefighters shall complete the yearly physical, including a pulmonary function test if interior qualified by September 30, 1991 to remain a member in good standing. In addition, any firefighter not completing a yearly physical shall be barred from all firefighting activities, including operation of departmental vehicles and equipment.

1. All active interior firefighters shall have a yearly physical including a pulmonary function test, and show proof of such test by document provided by the attending physician.
2. The yearly physical program shall be valid from October 1st, to September 30th of each consecutive year.
3. East Aurora Fire Department shall establish a physical program with a local occupational medical screening facility.
4. Firefighters receiving physicals at the established occupational medical screening facility shall not be responsible for the cost. Billing shall be picked up by the East Aurora Fire Department.
5. Firefighters going to their personal physician must show proof of a pulmonary function test, and will not be reimbursed for the cost.
6. Firefighters may begin taking physicals from July 1st thru September 30th each year. Obtain physical forms from department and return the white status form to the Chief of department Safety Officer.
7. Firefighters passing physical shall have the option to receive a structural (red) tag or if they choose not to be a structural firefighter to receive a non-structural (green) tag. Firefighters not passing shall be given a non-structural (green) tag if the physician authorizes non-structural participation.
8. Firefighters failing to get a physical by September 30th shall not remain a member in good standing, and may be banned from all firematic duty until it is completed.

9. All firefighters are reminded to consult the departmental by-laws regarding members in good standing for various qualifications.
10. New firefighter applicants may obtain a physical at the established occupational medical screening facility. However, the applicant shall be responsible for payment of the physical. Upon acceptance into membership the applicant may submit the bill for reimbursement by the Fire Department. If the applicant chooses to go to his personal physician, he is only eligible for payment of up to \$35.00 upon acceptance into membership. The applicant shall be required to have departmental physical if he fails to show proof of a pulmonary function test after acceptance into the department.



35. GENERAL POLICIES & PROCEDURES

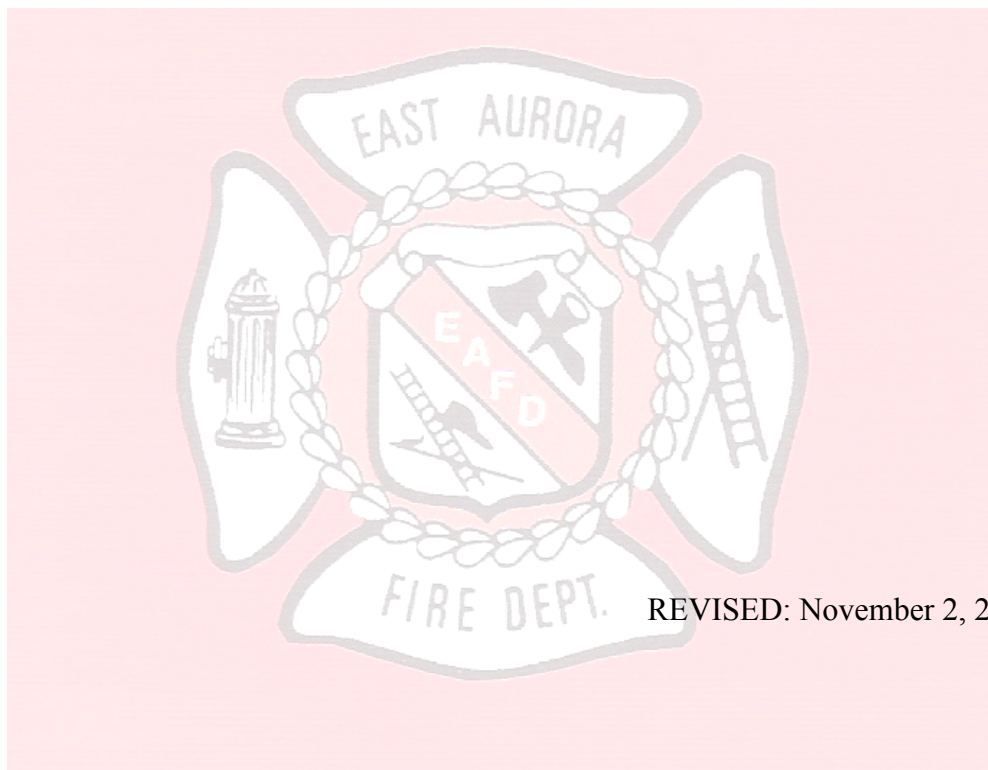
EAST AURORA FIRE DEPARTMENT

PURPOSE: To provide a general set of guidelines for the safe of firefighters, both in response, on scene, and around the fire station. The following guidelines may be written in various sections in this manual with application to other procedures. However, there are many individual policies and procedures that shall be followed by all firefighters.

1. There shall be no smoking inside apparatus when responding to, operating on scene, or returning from calls.
2. All firefighters riding on apparatus shall be in seated position and seatbelts shall be used. Riding on tailboard is prohibited.
3. No firefighter shall ride on tailboards, engine covers, hose bed, or running boards.
4. No firefighter shall board apparatus while it is in motion.
5. No firefighter shall ride tailboard while apparatus is laying hose.
6. When backing apparatus, a guide shall assist operator, and shall be positioned at the rear of apparatus in full sight of operator at all times. When in darkness or poor visibility, the guide shall use an ample illuminating device, such as flashlight or spotlight.
7. All firefighters shall board apparatus while in the hall or on the ramp. At no time shall apparatus stop after leaving ramp to pick up firefighters.
8. All firefighters shall be in full protective turnout gear while riding apparatus.
9. When apparatus is parked, transmissions shall be in neutral or park, unless in pump gear, and all parking brakes set and wheel chocks used.
10. All warning lights and safety cones shall be used where apparatus impedes traffic flow or creates a hazard.
11. When hose lines cross lanes of traffic, they shall be protected from damage by hose ramps or flow of traffic shut down.
12. When apparatus is laying hose, firefighters shall not hold or stand on hose, but wrap it around a stationary object, so as to avoid injury should hose jam in apparatus hose bed.
13. Fire apparatus and chiefs shall not pass stopped school buses displaying red flashing stop signal unless waved on by driver.
14. Firefighters shall stand clear of aerial devices while maneuvering around power lines, or while apparatus is being stabilized and jacks set.

15. Firefighters shall not run while on the scene or in the fire hall.
16. All firefighters operating at an incident or at training sessions outside, shall wear full protective turnout gear.
17. No firefighter shall respond to calls or drills if he/she has been drinking or under the influence of alcohol or drugs. Disciplinary action will be taken.
18. Firefighters' personal vehicle may display one (1) blue light.
19. Firefighters responding in personal vehicles shall obey all vehicle and traffic laws.
20. All firefighters responding to calls shall park on one side of the road and back away from the scene so as not to impede emergency apparatus and to keep both lanes open. Absolutely no parking of private vehicles in driveway of structure where call is at.
21. No firefighters' personal vehicles shall respond on route 400 expressway.
22. Firefighters shall not park personal vehicles on fire hall ramp. Chiefs may park on ramp only at designated times.
23. All firefighters shall have a yearly physical.
24. All firefighters arriving on scene shall report to their assigned apparatus and leave their accountability tags with the operator. Where their vehicle is not on scene they shall leave their tag with the closest apparatus.
25. When apparatus has returned to quarters, firefighters shall assist with traffic control until apparatus has backed onto ramp.
26. Apparatus shall be put in service as well as all equipment refilled and returned to service immediately after the call. This includes washing apparatus as necessary.
27. All apparatus operators shall be qualified on a yearly basis by the captain of the company before they may operate that apparatus. Yearly qualifications shall be completed by May 31, of each year.
28. When apparatus returns to the hall, they are to obey all traffic laws.
29. All apparatus responding to mutual aid calls shall have a minimum of five (5) firefighters on board unless otherwise directed by a chief.
30. When responding apparatus approaches intersections with vehicles present or vehicles turning left in front of apparatus, the operator shall use audible warning devices, slow apparatus, and proceed to the left of the vehicles, once the operator is

- sure that the other vehicles has yielded the right-of-way to him. Apparatus shall not pass on the right side of traffic unless absolutely necessary.
31. Responding apparatus shall not pass other emergency vehicles also responding to an incident.
 32. Apparatus approaching the scene of an emergency shall be observant for civilians, other approaching apparatus and firefighters that may be distracted by the emergency.
 33. Apparatus operators shall be prepared to stop and yield the right of way to other drivers not obeying audible or visual warning devices.



36. FIRE RADIO CUMMUNICATIONS EAST AURORA FIRE DEPARTMENT

POLICY: To ensure the proper performance of the Erie County Fire Radio Communications System and to publicize the established radio communications procedures approved by the Erie County Fire Advisory Board.

SCOPE: All firefighters shall strictly adhere to these established procedures, as the penalty for non-compliance may be revocation of an individual's radio authorization card, and a possible fine and/or imprisonment.

NOTE: The following procedures were excerpted from the Erie County Fire Advisory Board Fire Radio Communications Declaration and Statement of Policy, and FCC rules for communication.

PART 90:21A

1. Only transmissions of communications essential to the official activities of the licensee are permitted.
2. Communications relating to notice of social functions and other non-emergency announcement are not permitted.
3. Chief dispatchers and radio coordinators are responsible to see that only authorized messages in accordance with FCC regulations are transmitted. Refer to general message policy for authorized communications.

FCC Communications Act of 1934 as amended

Title V—Penal Provisions

Sec. 501—Any person who willfully and knowingly does, or causes, or suffers to be done any act, matter, or thing, in this act prohibited or declared to be unlawful, or who willfully or knowingly omits or fails to do any act, matter or thing in this act required to be done, or willfully and knowingly causes or suffers such omission of failure, shall upon conviction thereof, be punished for such offense, for which no penalty (other than a forfeiture) is provided in this act, by a fine of not more than \$10,000 or by imprisonment for a term not exceeding one year, or both, except that any person, having been once convicted of an offense punishable under this section, who is subsequently convicted of violating any provision of this act punishable under this section, shall be punished by a fine of not more than \$10,000 or by imprisonment for a term not exceeding two years, or both.

1464—Whoever utters any obscene, indecent, or profane language by means of radio communications shall be fined not more than \$10,000 or imprisonment of not more than two years, or both.

Sec. 502 – Any person who willfully and knowingly violates any rule, regulation, restriction, or condition made or imposed by the commission under authority of this act, or any rule, regulation, restriction, or condition made or imposed by any international radio or wire communication treaty or convention or regulations annexed thereto, to which the United States is or may hereafter become a party, shall, in addition to any other penalties provided by law, be punished upon conviction thereof, by a fine of not more than \$500.00 for each and every day during which such offense occurs.

Authorized assignment of Vehicle Transceiver for Fire Company Personnel

Authorized assignment and installation of vehicle transceivers and limited to the following officers of fire companies:

1. Chief
2. 1st Assistant Chief
3. 2nd Assistant Chief
4. 3rd Assistant Chief
5. 4th Assistant Chief

No transceiver shall be installed in a chief officer vehicle not holding a valid certified radio operators communication card. (blue card)

Authorized Assignment of portables

Only Fire Chief and Assistant Chiefs are authorized permanent assignment of portable radios. An additional portable radio per fire vehicle is permitted on each fire apparatus or any configuration not to exceed one portable per mobile radio.

Each Fire Company or Department is authorized a maximum total of ten (10) single channel transmit portables on a frequency of 46.30 MHz for fire police radio communications. This portable shall not be used on any other frequency.

4. No two way radio communication equipment on the Erie County Fire Radio System is to be removed, installed, or serviced by anyone except County of Erie Department of Fire Safety Technicians.

The following procedures shall be instituted in cooperation with the East Aurora Fire Control.

5. All units with a message for the Fire Control shall contact the Fire Control and wait for an acknowledgment from the Fire Control before giving the message.
6. All messages shall be short and to the point.

7. All personnel are asked to evaluate the relative importance of their message so as to keep the air time to a minimum during response and fireground operations, especially during initial response where apparatus must be directed and important information needs to be given to specific units.
8. All units should refrain from calling on the ramp or standing by for manpower.
9. When all units are returning to service, the ranking Chief Officer or if no officer is present the first unit on location shall call all units in service at once. The only time a single unit may call in service is when it is returning well before all others have been released.
10. When the messages are completed, the microphone or handset shall be returned to the cradle or microphone clip so as to eliminate the possibility of an open microphone due to someone sitting on it or inadvertently holding the transmit button down.



REVISED: December 17, 2005

37. MASS CASUALTY INCIDENT EAST AURORA FIRE DEPARTMENT

Purpose: To minimize the loss of life in the event of a mass casualty incident due to aircraft accident, bus accident, train accident, major explosion, collapse of structures, or natural disasters. To insure continuous life safety to the victims and operating personnel, as well as provide an operating procedure to assist command personnel in stabilizing an incident. It should be understood that a Mass Casualty Incident can overcome resources and overwhelm the community. To have successful MCI management, a change of philosophy and management has to occur to provide care and do the greatest good for the greatest number of injured with survivable injuries.

Scope: It shall be the duty of the highest ranking officer to assume command of the incident. The Incident Commander shall in all cases perform whatever actions necessary to protect life and property including fire department apparatus and personnel.

1. The first officer on the scene shall assume command until relieved by a ranking officer.
2. Initial duties shall be scene command and control:
 - () a. Establish a command post in a secure area.
 - () b. Initiate the Incident Command System.
 - () c. Establish a unified command as police, fire, and many other agencies may interact with your incident.
 - () d. Institute the NYS Mass Casualty Incident plan.
 - () e. Notify Erie County Disaster Coordinator.
 - () f. Prepare for long term operations.
 - () g. Call for mutual aid for fire apparatus, ambulances, rescue equipment, and fire police.
 - () h. Notify local police, Sheriff, and State police under command of the local police commander.
 - () i. Have LaSalle Ambulance crew establish Triage and assign them as Triage Officer. Set up communications with the Triage Officer.
 - () j. Establish a staging area for rescue equipment, ambulance transport, first aid supplies, and manpower pools, and Staging Officer assigned.
 - () k. Notify MERS for all necessary units and officials to report to the Command Post.
 - () l. Notify authorities having jurisdiction and responsibility for the type of incident you're at. (E.g. school, bus company, building owner, airline, railroad, airport, etc.)
 - () m. Request specialized equipment. (Shoring, cranes, bulldozers, excavators, lighting, refrigerated trailers for body preservation, etc.)

- () n. Medical Examiners and morgue facilities.
- () o. Provide for firefighter and medical personnel of rest, food, and sanitation facilities.
- () p. Where airline or transportation accident is involved, do not disturb the scene as it may be evidence to investigating agencies.
- () q. Provide shelter for the injured while awaiting transport and treatment.

3. Special considerations:

- () a. Rescuer Safety: protect rescuers from explosion, fire, further collapse, infection, possible radiation, hazardous materials situations, disease. For specific situations, or procedures refer to other SOP's in procedural manual.
- () b. Establish safety zones and enforce them for the safety of the public and rescuers.
- () c. Crowd control shall be a consideration. All civilians shall keep back 500 ft. of 1 (one) street intersection back from the scene, whichever is greater.
- () d. Establish a place where the news media can receive information. Do not allow them in the Triage area, as they may hinder treatment.
- () e. Establish a secure area where next-of-kin may assemble to deal with their tragedy.
- () f. Vehicular traffic control shall be established to close off all roads to non-emergency traffic. 1000 ft. of two street intersections from the scene whichever is greater. Police shall rigorously enforce this rule.
- () g. Call for at least one tow truck to respond to the scene to keep the roads free from obstructing vehicles, this includes firefighters personal vehicles.
- () h. Insure that all responding apparatus follow a one way traffic flow to minimize congestion.
- () i. Have MERS notify all local hospitals and trauma units of mass casualty emergency.
- () j. Establish an equipment pool for all medical and rescue supplies. Assure all equipment is clearly identified.
- () k. Do not allow undisciplined response from units not officially dispatched.
- () l. Triage teams shall use the NYS MET Tag System.
- () m. Incident Commander shall use sector commanders to control all aspects of the incident, rescue, staging, firefighting, safety, etc.
- () n. Insure that all drivers remain with their vehicles, whether fire vehicle, rescue vehicle, or ambulance.
- () o. Where possible, find suitable parking for all other responding official vehicles.

4. Scene Commander and Triage Officer Responsibilities

The Incident Commander and Triage Officer shall assure that immediate emergency medical care is administered to all victims by:

A. Triage.

When sorting mass casualties, the rescuer must put aside the theory of treating the sickest or most severely injured person first. Maximize the total number of lives saved is objective, not the subjective quality such as youngest over oldest, etc. There are four classes of injured persons:

1. Class I (or A) – URGENT
RED

Treat within a few minutes or further injury or death may result. With treatment the patient may survive.

- | | |
|---|---|
| 2. Class II (or B) – SEMI-URGENT
<u>YELLOW</u> | Serious but not life threatening. Major fractures, eye injuries etc. |
| 3. Class III (or C) – Ambulatory
<u>GREEN</u> | Apparent minor injuries that can wait for attention. |
| 4. Class IV (or D) – Delayed
<u>BLACK</u> | Massive injuries. Even with immediate and maximum care, survival is improbable. |

B. Primary Care

When all victims are safe from further injury or have been moved to a safe place or designated Triage Area, primary care of the injured shall begin. This treatment shall be in order of classifications listed above. If sufficient personnel are available, triaging and primary care may be initiated simultaneously. Do not make time consuming treatments for the injured. Use battlefield conditions in treatment. (Manage shock, stop bleeding, immobilize extremities, administer oxygen and assure a clear airway.)

C. Periodically re-Triage the patients as their conditions can worsen in time if left untreated or not closely monitored.

D. Transportation

Ground transportation is the preferred method of evacuation but, when possible, air transportation should be considered for patients whose condition requires immediate treatment and for whom survival is probable. Some problems associated with helicopter operations are:

- a. weather
- b. fuel requirements
- c. fire department standbys at landing zones
- d. rotor wash causing blowing debris
- e. incompatible radio frequencies
- f. development of secure landing sites
- g. collision of crash possibilities
- h. haz-mat problems and fanning flames

5. Incident Commander and Communications

Multi-Agency responses require communications to the command post and Incident Commander as well as Hospital-Ambulance coordination. Other considerations include Fire, Police, and Fireground operations. Telephone links are also important as dispatchers may be quite busy. MERS Coordinator can be set up next to the Command Post. Fire police can be set up on the fire-police frequency on portables. Cellular phones can be useful if the cell sites are not all jammed up by all responding agencies or the news media.

- a. As personnel resources become available, the Incident Commander shall delegate authority to senior officers for such jobs as staging, resources officer, firefighting operations, rescue operations, etc.
- b. Remain flexible, change as conditions change. Nothing is written in stone. Use risk assessment and plan for the worst. You can always send the troops back. Adapt, improvise, and overcome.
- c. Do not be afraid to use experts in specific operations, as some incidents may require specialized talent or equipment that can have a bearing on the success of your incident. However, be aware that these people aren't available at a moments notice.
- d. As with experts, you may also need specialized equipment with the operators that can effectively use them, so plan for the expense of their use. This is why the County Disaster Coordinator is notified, so that expenses can be covered on a larger scale than local government can handle, with limited funds.
- e. Know where to obtain common materials in sufficient quantity such as, plywood, timbers, planking, sand, absorbents, foam, etc.
- f. Plan for the media event and deal with them effectively. Above all, do not let the media control your incident, and do not ignore them, as they will find a way around you. If necessary, assign an information officer to them preferably in one central area.
- g. A Mass Casualty Incident Field Handbook, along with the NYS MET Tags shall be located on EAFD #7. Handbooks are also available on EAFD #9, 9-1, 9-2, 9-3, 9-4, and located in the Village/Town disaster manual.
- h. When the incident is concluded, a post incident evaluation debriefing shall be conducted with all agencies involved, along with post incident stress debriefing for all members that show signs of difficulty in dealing with the incident, including any mutual aid units.

REVISED: December 17, 2005

38. APPARATUS RESPONSE
EAST AURORA FIRE DEPARTMENT

STRUCTURE FIRE _____ FULLY MANNED PUMPER FIRST,
LADDER SECOND, NEXT PUMPER

MISCELLANEOUS FIRE _____ EAFD ENGINES #1, #3, OR #5

CAR FIRE _____ EAFD ENGINES #1, #3, OR #5

WASHDOWN _____ EAFD #4 OR MANNED ENGINE

MUTUAL AID _____ EAFD REQUESTED ENGINES
AND/OR SPECIFIED TRUCK
OR EQUIPMENT

BALANCE OF ASSIGNMENT _____ ALL EAFD EQUIPMENT,
PUMPER TO BE MANNED FIRST

REQUEST FOR RURAL-METRO AMBULANCE ONLY _____ EAFD WILL NOT BE
DISPATCHED, NOR
ANY EQUIPMENT
TO RESPOND

REQUEST FOR HURST TOOL _____ EAFD #4 TO RESPOND ON
MUTUAL AID. EAFD #7 IF #4
IS OUT OF SERVICE

NOTE: FOR STRUCTURAL FIRES AND BALANCE OF ASSIGNMENT, IT IS MORE IMPORTANT TO GET A PUMPER TO THE SCENE FIRST AS WATER IS THE PREFERRED EXTINGUISHING AGENT, AS IS HOSE FOR WATER SUPPLY. THIS POLICY IS NOT INTENDED TO DISCOURAGE RESPONSE BY OTHER EQUIPMENT, BUT TO MERELY PRIORITIZE OUR RESPONSE DUE TO LIMITS IN MANPOWER.

NOTE 2: ALL APPARATUS SHALL RESPOND TO MUTUAL AID OR BALANCE OF ASSIGNMENT WITH FIVE (5) INTERIOR QUALIFIED CREW MEMBERS. ON ALL OTHER CALLS WITHIN DISTRICT, ALL APPARATUS SHALL WAIT A REASONABLE TIME FOR PROPER MANNING LEVELS, OR AT THE DISCRETION OF THE CHIEF OFFICERS.

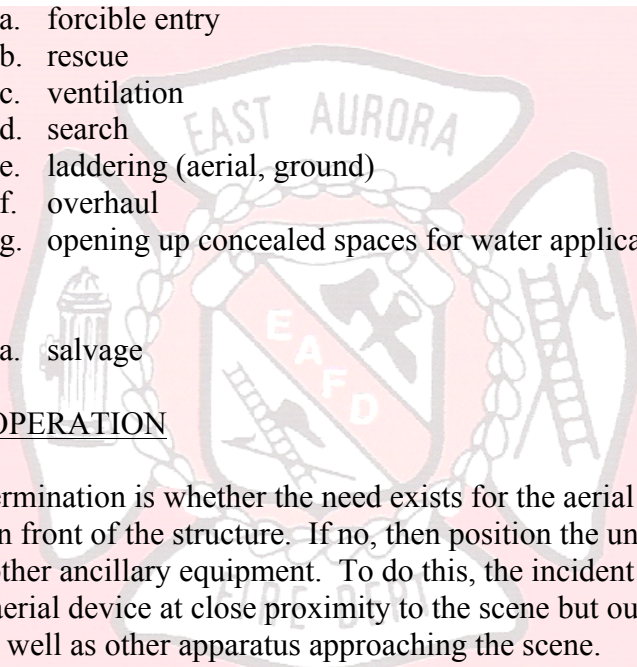
NOTE 3: IF DUTY PUMPER DOES NOT HAVE A QUALIFIED OPERATOR, THE FIRST MANNED PUMPER MAY RESPOND. HOWEVER WAITING A REASONABLE TIME FOR AN OPERATOR MAY AVOID A CONFLICT LATER.

39. AERIAL DEVICE AND GROUND LADDER OPERATION EAST AURORA FIRE DEPARTMENT

POLICY: While it is understood that the primary function of the ladder company is the use of ladders of all types, there are many times that other departmental members have to be utilized for the tasks of the ladder company. Therefore it shall be the policy of department that proper use of the aerial device and ground ladders is of major importance for the protection of all firefighters and equipment as well as that effective use of the equipment is ensured.

LADDER COMPANY OBJECTIVES

Primary:

- 
- a. forcible entry
 - b. rescue
 - c. ventilation
 - d. search
 - e. laddering (aerial, ground)
 - f. overhaul
 - g. opening up concealed spaces for water application

Secondary:

- a. salvage

AERIAL DEVICE OPERATION

1. The first determination is whether the need exists for the aerial ladder. If yes, allow for position in front of the structure. If no, then position the unit for the use of ground ladders and other ancillary equipment. To do this, the incident commander shall position the aerial device at close proximity to the scene but out of the way of other operations as well as other apparatus approaching the scene.
2. The aerial ladder shall be set up out of the possible collapse zone of a structure. Corners of a structure are the safest areas to set up in, and at least two (2) sides of the building are afforded.
3. Set-up shall take into consideration the need to move the aerial device. The purpose of the set-up shall be considered, such as rescue, access to the roof for ventilation, or for water tower operation. Can the aerial device be swept across the front or side of the building? Maximize operations without moving apparatus.
4. Exposure of the aerial ladder to flame impingement from lower floors or tip, can render it useless for rescue or roof operation or damage the aerial. An aerial can be positioned parallel to the structure to minimize the effects of smoke and flame.
5. Position aerial device no less than 35 ft. from the objective for proper and safe operating angle.

6. Operator shall size-up the surrounding area prior to positioning the aerial device.
7. Overhead obstacles such as trees, overhangs, wires, and other structures may impede operation of aerial device.
8. Operators shall maintain a ten (10) ft. clearance with energized wires, as contact need not be made. Many areas have sufficient voltages to arc across to an aerial device. Treat all wires as energized. Keep all personnel away from aerial device when operating near wires. Personnel shall be fully on the apparatus or fully off and away from the apparatus.
9. If the ladder device should contact electrical wires, all personnel on the vehicle shall remain in position until the device is freed of the power is shut off.
10. When aerial device is used off hard surface, watch soil stability when using water around outriggers.
11. Stabilization is an important factor in spotting aerial device.
12. When setting up outriggers, access of roadway may be blocked due to width of outriggers.
13. Aerial device shall be set up on firm, level, even ground where possible. Use of jack plates, wheel chocks, and outrigger safety pins is mandatory.
14. All outriggers shall be fully extended and down for aerial operation. EXCEPTION: In restricted areas, where outriggers cannot be fully extended, the side where the ladder is to be operated, the outriggers shall be fully extended and lowered and the opposite side shall be extended to the farthest possible point and lowered. Operators shall not rotate ladder beyond centerline of vehicle at any time.
15. When operating on a slope, ladder shall be worked off the high side only.
16. Observe manufacturer's load limits when poorly stabilized or spotted.
17. When outriggers are firmly set, move to ladder operation.
18. If operation of aerial device is to be performed from the platform, the pedestal operator shall be present at the control pedestal at all times and watchful of the operation, especially when platform is out of sight. When platform is out of sight, platform operator and pedestal operator shall remain in communication.
19. Operator shall look in direction of movement.
20. Use proper throttle for the type of operation intended. When using fire pump, do not over speed, as hydraulic system can be stressed and erratic operation can occur, as well as the possibility of hydraulic line failure.

21. When fire pump is used, pump operator must stand on the pump operator platform.
22. Do not exceed manufacturer's rated platform load limits. 800# flowing water.
23. Do not allow ladder or platform to strike any objects, as structural damage may result to ladder or platform or waterway.
24. Reaction to water tower operation may limit load in platform.
25. Over the rear operation is the most stable and advantageous position.
26. Do not use aerial device as a battering ram or for pulling, or as a crane.
27. Never set aerial device against the building. Never allow aerial to be fully supported by the building. If building collapses, undue stresses can be applied to the aerial.
28. Do not extend or retract aerial device while personnel are on the ladder, or water in waterway without open waterway drain.
29. Align rungs before climbing.
30. Avoid erratic movements.
31. Never move apparatus with ladder raised.
32. Do not allow personnel to climb the aerial ladder when it is raised to angles greater than 75 degrees.
33. Aerial capacity is reduced by ice, water tower operation, and elevation, as well as short extension of outriggers in close areas and slope on which chassis is spotted.
34. Firefighters working out of platform shall use safety belts.
35. Operate one control at a time, Elevate, then rotate to desired position, then extend to position. Then make final adjustments. The only exception is if the operator is maneuvering around obstacles.
36. Limit number of personnel on aerial ladder at one time, and allow for weight limits of ladder. Space personnel at least 10 ft. apart.
37. Make sure that ladder is properly bedded before roading apparatus. Illuminate ladder bed at night before bedding ladder.
38. Make sure outriggers are properly stowed before moving apparatus.
39. At intersections and while turning, allow for overhang of platform ahead of cab and allow for overall height of vehicle.

40. Operators shall observe bridge weight restrictions.

41. Aerial and ground ladders shall be UL tested every other year.

GROUND LADDERS

1. All ground ladder usage shall conform to established standard practice, NFPA, and New York State LCO or Firefighter I instructional manual.
2. All ground ladders shall conform to NFPA and UL requirements for fire service use. The use of non-fire service ladders is prohibited.
3. Watch for electrical wires when using ground ladders. As with aerial device operation, assume all wires are energized.
4. Sufficient manpower shall be used to transport, position, and set up ground ladders, to prevent injuries.
5. Ground ladders shall be set on level ground only.
6. Ground ladders shall be positioned for easy climbing, usually $\frac{1}{4}$ the distance extended, away from the wall, and approximately 75 degrees angle for maximum stability.
7. Ground ladders shall not be placed where flame impingement can damage ladder.
8. Ground ladders shall be footed at the base or tied securely to prevent kickout or slippage.
9. When climbing ground ladders, always use the beams for handholds and not the rungs.
10. Face the ladder when climbing and never overreach. Do not climb higher than three (3) rungs from the top of the ladder and do not climb above the roof line on the ladder as the base of the ladder can kickout. A firefighter shall always foot the ladder before anyone climbs.
11. If a ladder is used for breaking windows for ventilation or search/entry operations, the ladder shall be dropped or lowered into the glass at the upper quarter or top of the sash. This will cause the broken glass to fall inside the structure instead of down the beams causing possible injuries. Gloved hands and face shields shall be used during this operation.
12. Victim removal by ground ladder shall be a last resort. Firefighters shall be assigned and if the victim is unconscious, firefighters shall use the cross chest, through the leg carry.

13. When working on ladders, either a leg lock or a ladder belt shall be used, especially when using hoses from the ground ladder. Hoses shall be lashed into the ladder.
14. Ladders for roof access shall be long enough to extend at least three (3) rungs above the roof for ease of egress to the roof and also affords better visibility in smoke conditions if a hasty retreat is necessary.
15. Before stepping onto the roof, always test the roof for stability. Sound the roof with a tool and test for sponginess. The same holds true for entering a window from a ladder, use a tool to sound out the floor.
16. Do not move a ladder once it is positioned and personnel are on the roof unless personnel on the roof are notified and alternate means of escape is available.
17. When working on the roof, a minimum of two (2) means of egress must be maintained. This is usually done by the set up of two (2) ladders at opposite ends of the roof, or with the aerial device and ground ladder.
18. Roof ladders shall be used on all peaked roofs, or where the stability of a flat roof is in question. Roof pitches of 10/ 12 or greater cannot be worked with a roof ladder.
19. Mechanical tools such as saws, shall be started on the ground first, then shut down and transported to the roof, then restarted for use.
20. When tools must be taken to the roof, a hose roller and rope shall be used to haul up the tools.
21. Any damage or defective ground ladder shall be removed from service until inspected and repaired.
22. All fire department aerial and ground ladders shall be inspected and certified every other year by an accredited inspection agency.

REVISED: December 17, 2005

40. HOSELINE OPERATIONS

EAST AURORA FIRE DEPARTMENT

SCOPE: This policy shall define the parameters for selection, placement and operation of the following hoselines; attack handlines of 1 ½", 1 ¾", 2 ½". Supply hoselines of 2 ½", and 4". Operation of master streams.

ATTACK HANDLINES

1. Minimum hose size for structure fire, car fire, or any fire that is a threat to firefighters or exposures from unknown contents shall be 1 ¾". However it shall be the responsibility of the officer or hose team leader to determine proper size so as not to be overwhelmed by the fire.
2. Backup hoselines shall be used and shall be of equal or larger size.
3. Hoselines selected shall be manageable as well as of adequate gallonage.
4. Exposure protection shall be by a fog stream or straight stream and not by a curtain device.
5. Firefighters shall not commit uncharged hoselines to unsafe areas while awaiting water. Such lines shall be held in areas of refuge while awaiting water supply.
6. Firefighters shall charge and bleed off air and set nozzles to a straight stream pattern before advancing hoselines.
7. Firefighters shall avoid opposing hose stream operations from interior and exterior positions, as this is ineffective and dangerous and can result in injuries to firefighters. Communication can eliminate this.
8. Hoselines shall be placed between the fire and what needs protection. Priorities shall be life, exposures, and not necessarily most severely exposed.
9. All means of egress shall be protected by adequate hoselines. (Stairs, basement openings, doorways, halls, and areas above the fire floor).
10. Minimum pressures for hoselines for fog nozzles are 100 lbs. plus the friction loss per length of hose. For straight bore nozzles, the minimum pressure shall be 50 lbs. plus the calculated friction loss for the length of hose lay.
11. When using a handline to attack a fire and advance is halted by trouble knocking down fire, a larger line shall be used with more flow. This is one reason that a larger backup line should be used.
12. Minimum pre-connected length of attack hoselines shall be 200 ft. The only exception shall be for car fire loads. However, in a size-up situation, the distance the

hoseline has to advance from the apparatus shall determine the addition of extra hose. Some other considerations are: depth of structure, number of floors and where the fire is located. Additional hose shall be added prior to charging hoseline as it is easier to break down a dry line and the time factor involved in shutting down and draining off pressure. However, consideration must be given to friction loss in small diameter hoselines of 1 ½” and 1 ¾”, in lengths in excess of 300 ft. as sufficient fire flows cannot be obtained. Therefore, advancing a 2 ½” handline with a 2 ½” x 1 ½” gated reducing wye to the structure with the smaller hoseline of shorter length attached.

13. No more than two (2) hoselines shall be advanced into the same hallway or stairwell.
14. Firefighters shall allow enough hose for a proper advance into the structure. Extra hose shall be flaked into adjoining rooms or apartments or up the stairwell to above the fire floor and back down so to have an easy pull when advancing line.
15. Kinks shall not be allowed as they can limit flow.
16. Hoselines shall be used by search teams.
17. All nozzles shall be checked before charging hoseline to insure that nozzle is closed to protect from an uncontrolled whipping hoseline.
18. Firefighters shall not force hoselines into a structure while interior attack teams are inside.
19. Hoseline shall not be put into ventilation holes.
20. Hoselines used from ladders shall be lashed to the ladder to secure it.
21. No master stream shall be put into operation while firefighters are inside structure.
22. If a flashover is suspect, firefighters shall sweep the ceiling with the nozzle before entering the room or structure.
23. During overhaul stage when large hoselines were being used, they may be broken down into smaller lines with gated reducing wyes. The practice of advancing smaller hoselines for the purpose of overhaul after shutting down larger hoselines shall be avoided.

WATER SUPPLY HOSELINES

1. It shall be the responsibility of the first arriving officer or engine company to establish an adequate continuous water supply for a structural fire.
2. Fire officers shall not rely upon the nature of the dispatch to indicate the extent of the incident, as many fires come in as something relatively minor in nature catching many officers off guard. When investigating a possible fire condition,

- pre-position apparatus to develop an effective water supply.
3. Due to the nature of this department's manpower, and the lack of a guarantee of a second due engine, at any alarm of fire, the first due engine shall prepare to lay a supply line to the scene from a source of water.
 4. Where possible, supply lines shall be 5".
 5. In areas of poor supply, the second due engine shall reverse lay a supply line to a 6" or larger hydrant.
 6. In dead end areas, the second due engine shall back down the alley and reverse lay back out.
 7. In areas with no hydrants and a confirmed fire is in progress, it shall be the responsibility of the first responding officer to request additional apparatus and to establish an adequate water supply either from tankers, water shuttles, ponds or creeks.
 8. For direct pumping where pumper is set up at the hydrant, all pumper to hydrant connections shall be with a 6" soft suction to the 4 1/2" steamer connection on the hydrant, except where access is not available.
 9. On hydrants with no 4 1/2" steamer connection, the fire department shall avoid these hydrants as they do not have adequate flow for a structural operation. Command officers shall direct apparatus to lay in from larger supplies.
 10. Apparatus laying in from a hydrant for direct connection shall leave adequate equipment to make the connection without a pumper to assist in inline pumping. This shall be in the form of a hydrant bag containing a 4 1/2" NSTF x 5" Storz adaptor, hydrant wrench, mallet, 2 1/2" male and female and 2 1/2" hydrant gate. Water source must be adequate and the lay short, no more than 1000 ft.
 11. Relay pumping shall be used if the supply or pressure is inadequate, or if the lay is more than 1000 ft.
 12. Third due pumper may be used as a hose tender to lay in multiple supply lines for large operations.
 13. When small diameter hoselines are used for supply lines, multiple lines shall be used and length of lay shall be limited to provide minimum flows of 750 gpm.
 14. Water supply shall reflect fire potential and not the present size of the fire.
 15. East Aurora Fire Department shall identify and document all water supply sources, and their capability within its district.

16. Chief officers shall have the responsibility to learn the locations of hydrants with adequate water supplies within the district.

17. The following chart lists the hydrant main size within the village limits:

BLUE TOP	_____	4" Main
GREEN TOP	_____	6" Main
RED TOP	_____	8" Main
YELLOW TOP	_____	12" Main

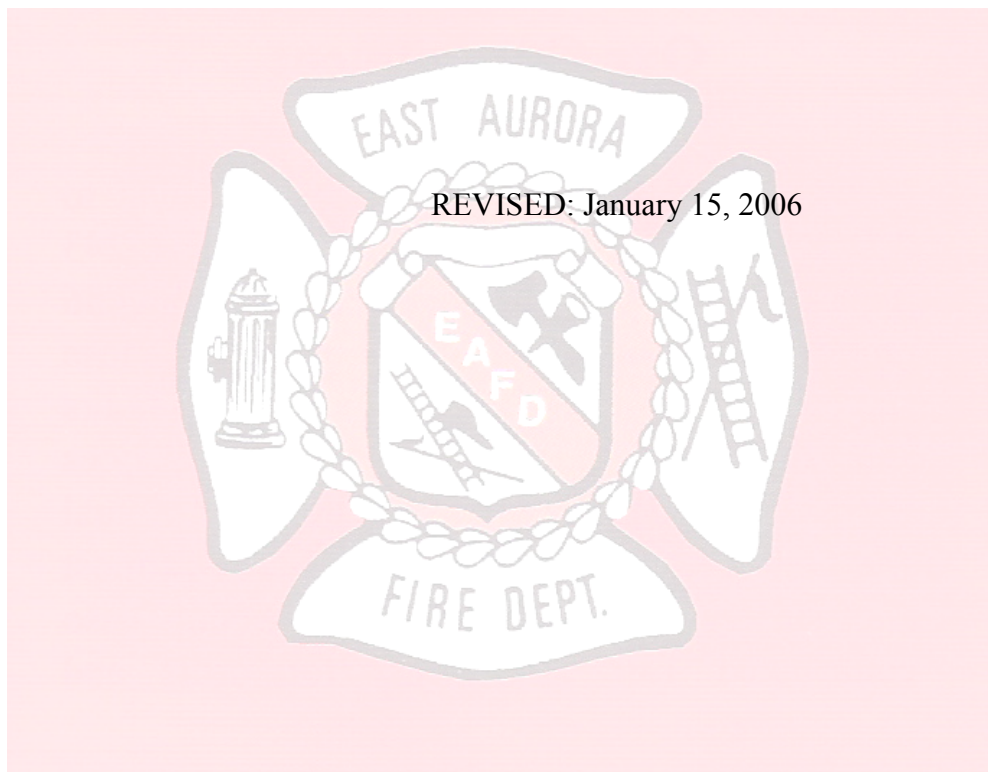
DRAFTING

1. For drafting operations, the minimum pumper capacity shall be 1250 gpm.
2. Maximum lift for a drafting operation shall be 20 ft.
3. Minimum suction hose size shall be 6".
4. Mini-pumper or portable pumps shall not be used as a primary supply pumper for a structural incident, but may be used to supply tankers as a drafting source, or as a secondary water supply source. EAFD engine 4 has sufficient pump capacity to qualify as a supply pumper.

MASTER STREAM OPERATIONS

1. The definition of master stream devices are as follows:
 - a. deluge gun
 - b. stang gun
 - c. deck gun
 - d. ladder pipe
 - e. water tower
 - f. any appliance that is capable of flowing 300 gpm or more.
2. No firefighter shall remain in any structure while a master stream is in operation.
3. A collapse zone or perimeter shall be established around the involved structure when master stream operations are set up to protect apparatus or personnel from falling debris dislodged by the force of the stream or from collapse by the weight of water being pumped into a structure. Water at 8 lbs. per gallon being pumped into a structure at 1000 gpm puts approximately 4 tons per minute into the structure. Commanders establishing collapse perimeters shall take similar tactics with aerial apparatus to protect firefighters operating aerial apparatus from the effects of collapse onto the apparatus ladder bringing down the ladder or knocking off the platform or crushing firefighters on the platform.
4. Master streams operating at hazardous materials incidents shall be unmanned and secured to the ground.

5. Officers shall know when to set up for master stream operation by amount of fire load, spread potential, hazardous materials present, and amount of fire showing as well as potential danger to firefighters by the entry into the structure from roof or floor collapse or flashover, smoke explosion, or heavy fire condition.
6. Adequate water supply shall be established for a master stream operation.



41. ACCIDENT INVOLVING DEPARTMENT APPARATUS EAST AURORA FIRE DEPARTMENT

POLICY: The following policy was enacted on January 2, 1983 for the purpose of investigation of fire department vehicle accidents and taking necessary action to correct any deficiencies or to discipline offending members.

SCOPE: Upon the occurrence of any incident resulting in damage to or from any East Aurora Fire Department vehicle or apparatus that:

1. Immediately following the occurrence of the above described incident the driver(s) and/or operator(s) of the apparently causal vehicle or apparatus shall be suspended from driving or operating that apparatus and/or any vehicle or apparatus of the East Aurora Fire Department.
2. This suspension shall in no way tend to lay blame nor incriminate, but will be for investigative purposes only and shall be for a period of time up to including 14 calendar days from the incident.
3. During the 14 day suspension, it shall be the duty of the safety officer and/or committee, the assistant chiefs, chief and the captains to collectively investigate and thereby resolve the incident.
4. Further it shall be the duty of the suspended member's company captain to administer to this investigative suspension.
5. Upon the above committee's resolution of the incident, direction of the Chief to the Assistant chief and then to the company captain, it shall be further duty of the company captain to requalify the suspended member(s) upon their apparatus and to certify the requalification to the safety officer or committee and the chief in writing, within 7 calendar days of the above committee resolution of the incident, thus lifting the suspension.
6. Failure of the above mentioned committee and officers to resolve the incident within the prescribed 14 calendar days or failure of the captains to requalify the member(s) within 7 calendar days shall result in a review of the prescribed procedures as affected by the chief, assistant chiefs, with disciplinary and corrective action taken as a result of a majority vote of these members.
7. When an accident occurs, it shall be the responsibility of the ranking officer to have all parties involved including any department witness to provide a statement for the purpose of investigation and insurance coverage of the vehicle as any injuries resulting from the accident. Discussion between operator and witness shall be kept to a minimum. It should be understood that police involvement may occur at any time, and shall not be impeded.
8. The involved fire department apparatus shall be inspected prior to moving to prevent unnecessary further damage. If the apparatus is movable, it shall be returned to the

hall for further inspection prior to returning it to service. If the apparatus is damaged or a question results as to severity of damage, the apparatus shall be towed or driven if drivable, to the Village Garage and removed from service.



REVISED: January 15, 2006

**42. FIREFIGHTER REHABILITATION AND STRESS MANAGEMENT ON
SCENE
EAST AURORA FIRE DEPARTMENT**

DEFINITION: Stress comes in many forms and from many causes. How we deal with it is on an individual basis. It can have a debilitating effect on operations on the scene as well as after the call is over. Physical stress from the rigors of firefighting and the fear of the unknown and uncontrollable elements of the hazards involved can cause extreme fatigue and strains the cardio-vascular system. The following can cause stress: witnessing trauma, injuries, death, heat exhaustion, stresses from interior firefighting, mass casualties, etc.

SCOPE: This policy is established to help the firefighter better perform his duties on the scene of an incident and to maintain his/her health and protect from injuries from fatigue or loss of function due to stress.

POLICY: it shall be the policy of all command officers to monitor the operations of all firefighters for signs of stress and fatigue and to rotate personnel on a regular basis to prevent injuries and sickness.

RESPONSIBILITY

INCIDENT COMMANDER:

IC shall consider the circumstances of the incident and make the necessary provisions early in the incident. Adequate provisions shall be for all firefighters operating on-scene for rest and rehabilitation. Provisions shall include medical evaluation, monitoring, treatment, food and fluid replenishment, rest, and climatic relief. Minimum medical monitoring shall be basic life support (BLS). IC shall establish a rehab sector with an assigned officer when conditions dictate. The rehab officer shall typically report to the logistics officer within the ICS command structure.

SUPERVISORS

All supervisors shall monitor all firefighters conditions within their span of control to ensure adequate steps are taken to provide for each firefighter's safety and health. The command structure shall relieve and reassign to rehab, fatigued crews.

PERSONNEL

Personnel are responsible to notify supervisors of when they believe that their fatigue or exposure to heat or cold is affecting performance of the individual, crew, or operation.

REHABILITATION SITE LOCATION

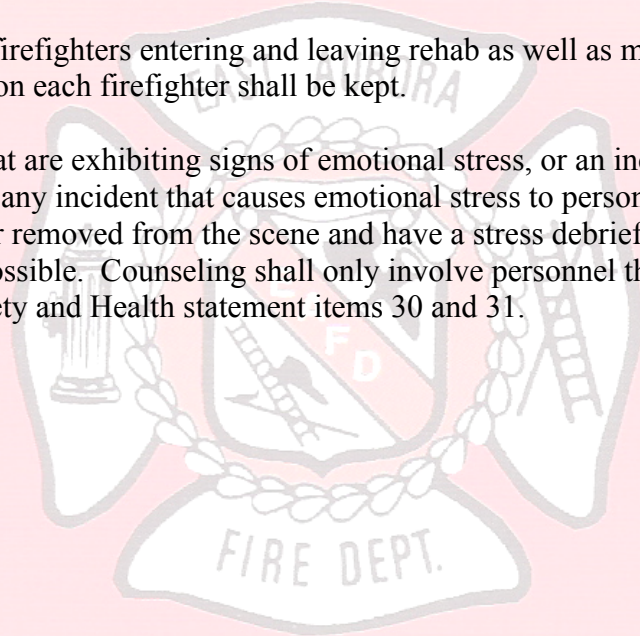
1. Rehab site location shall be designated by the IC. If the site is not designated, the Rehab officer shall select a site with the proper location.

2. Rehab shall be located far enough away to allow firefighter to remove their turnout gear and SCBA for proper rest and to remove the stressed of firefighting.
3. Rehab area shall provide suitable protection from prevailing environmental conditions.
4. Rehab area shall be removed from smoke, heat, engine exhaust fumes, and noise.
5. Rehab area shall be large enough to accommodate multiple crews, and based on the size of the incident.
6. Rehab area shall be accessible to medical and EMS units.
7. Rehab area shall allow prompt reentry of firefighters back into the emergency operation upon completion of rehab and by release of rehab officer.

COMMAND RESPONSIBILITIES

1. Command officers shall monitor firefighter for signs of stress and fatigue.
2. Firefighters using SCBA shall take a rest after 45 minutes or after every second cylinder bottle change. Command officers shall be responsible to enforce this policy.
3. Firefighters or crews shall be rotated on a regular basis.
4. If a firefighter shows signs of stress during large incidents where he is working with trauma victims of bodies, he shall be reassigned to other areas or jobs less stressful, along with monitoring.
5. Where firefighters worked extended periods of time or companies were on scene for long periods, officers shall consider relieving companies with fresh crews or mutual aid companies. The policy of first in, last out shall be avoided.
6. Firefighters resting shall have an area away from the incident where they may rest in comfort and seclusion with adequate fluid replacement and monitoring for signs of stress or illness.
7. Where possible, paramedic or EMT staff shall be stationed at rehab area for monitoring firefighters, including medical surveillance. The above shall be known as rehab sector.
8. Rehab sector shall monitor signs of emotional stress, heat stress, heat exhaustion, heat stroke, and dehydration. In addition, blood pressure, pulse rate, bodily function and coordination shall be monitored.

9. At incidents of expected long duration, extreme heat, extreme cold, or physical exertion, the ladies auxiliary (squad 10) shall be called to the scene with refreshment and snacks.
10. Refreshment shall include juices, water, drinks that replenish salts, potassium, and lost minerals, fruits, and snacks high in carbohydrates.
11. Rehydration should consist of at least 8 oz. of water or commercial activity beverage at each air cylinder change or every 30 minutes for firefighters under heavy physical activity.
12. Recovery period shall be no less than ten (10) minutes nor take more than 30 minutes. Medical evaluation can determine recovery times and indicate if further treatment or transportation to a medical facility is warranted.
13. A record of firefighters entering and leaving rehab as well as medical surveillance information on each firefighter shall be kept.
14. Personnel that are exhibiting signs of emotional stress, or an incident involving casualties or any incident that causes emotional stress to personnel, shall be reassigned or removed from the scene and have a stress debriefing counseling session as soon as possible. Counseling shall only involve personnel that were on the scene. Refer to Safety and Health statement items 30 and 31.



REVISED: January 15, 2006

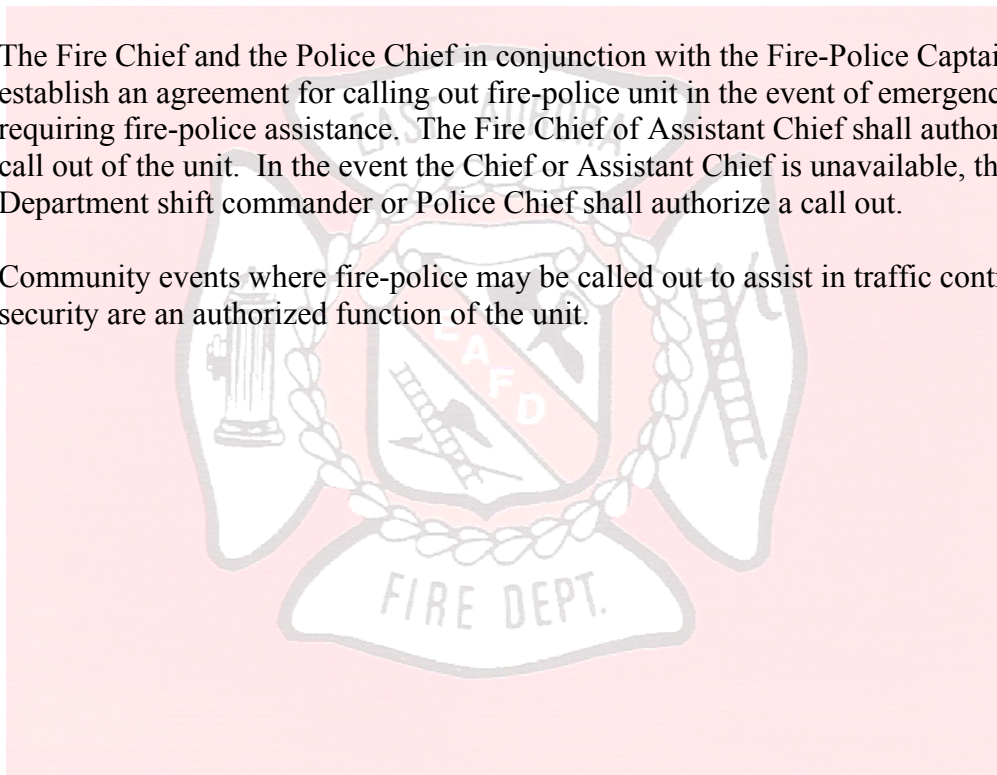
43. FIRE-POLICE
EAST AURORA FIRE DEPARTMENT

POLICY: To assist the Fire Department, Fire Chief, Police Chief, or police officer in the performance of their duties, and to maintain security on the fireground or incident scene.

SCOPE: In addition to the basic duties of the fire-police. A sworn fire-police is considered a peace officer under section 2.20 of the Criminal Procedure Law, titled Powers of Peace Officers.

1. Fire-police members shall be required to attend an accredited fire-police school within a reasonable period after appointment to the fire-police unit.
2. Fire-police members shall upon completion of an accredited fire-police school report to the Village Hall to be sworn in.
3. To provide security at an incident and to guard against looting or unauthorized entry into an incident scene.
4. To keep fire lanes open and to keep spectators a safe distance from the incident scene, and to prevent civilians from impeding the firefighters in performing their duties.
5. Maintain security of fire apparatus.
6. Maintain an awareness of possible suspicious activity or persons on the fire scene.
7. To protect the public from hidden dangers such as downed power lines, natural gas leaks, collapse potential, and any other dangerous condition called to.
8. To be watchful of children on the fire scene.
9. To conduct himself as an officer and to be courteous and cooperative when dealing with the public as well as the police agency having jurisdiction.
10. The fire-police shall take his orders from the incident commander on the scene, or when assisting the police, from the officer in charge.
11. All fire-police shall wear reflective or high visibility vests, rain wear, or cold climate apparel while directing traffic. In addition, when visibility is poor (such as darkness, etc.) the use of proper illuminating device for added protection.
12. Fire-police may request additional items such as traffic cones, flares, portable radios on private fire-police frequency (46.30 MHz.), lighting, signs, barricade tape, and hose ramps, all of which is carried on department equipment.
13. On Mutual Aid calls, the fire-police shall respond only when specifically requested.

14. Fire-police shall not respond to call on Rt. 400 in their private vehicles, but may respond on department vehicles unless authorized otherwise. Fire-police shall have all required safety equipment with them.
15. The fire-police unit shall elect a captain to act as the head of the fire-police unit. The captain shall be approved by the Chief at the organization meeting under article II, section 4, item 5.
16. The fire-police captain shall submit his budget request to the chief by February 1st of each year.
17. The fire-police captain shall submit a list of his officers to the chief along with their appointed ranks no later than February 1st.
18. The Fire Chief and the Police Chief in conjunction with the Fire-Police Captain shall establish an agreement for calling out fire-police unit in the event of emergency requiring fire-police assistance. The Fire Chief or Assistant Chief shall authorize a call out of the unit. In the event the Chief or Assistant Chief is unavailable, the Police Department shift commander or Police Chief shall authorize a call out.
19. Community events where fire-police may be called out to assist in traffic control or security are an authorized function of the unit.



REVISED: January 15, 2006

44. RESPONSE TO CARBON MONOXIDE (CO) DETECTOR ACTIVATIONS EAST AURORA FIRE DEPARTMENT

PURPOSE: This policy established a procedure for the response to a carbon monoxide incident, also known as CO.

SCOPE: This policy applies to all firefighters and officers responding to carbon monoxide activations and incidents, including apparatus response protocol.

GENERAL POLICY

STATEMENT: East Aurora Fire Department shall only be responsible for confirming a CO problem. EAFD shall not repair a problem. EAFD shall advise the owner/occupant by the notice of Dangerous Situation Form, Ventilation of structure, advising the occupants of a problem and to leave the structure, assist in the evacuating the occupants of the structure, and disabling the defective appliance.

APPARATUS

RESPONSE: Responding chief officers shall determine severity of call from dispatcher. EAFD #7 shall be the primary response apparatus as it shall carry the CO monitor. All other apparatus shall stand by on the ramp for further orders. All firefighters using the CO monitor shall be thoroughly trained in the use and procedures of CO investigation.

POLICY:

Determine if call is for carbon monoxide detector activation or a reported carbon monoxide poisoning.

CARBON MONOXIDE POISONING

1. If a call is for a carbon monoxide poisoning and occupants request medical assistance, the Incident Commander may upgrade the response by EAFD.
2. All firefighters shall use SCBA before entering premises until level of CO is determined to be below 50 PPM.
3. Evacuate occupants immediately and provide medical assistance.
4. Begin CO investigation as per procedure below.

CARBON MONOXIDE DETECTOR AVTIVATION

1. If the call is for CO alarm activation, determine if occupants are experiencing symptoms of CO poisoning such as dizziness, headache, nausea or confusion. If so, upgrade response from just EAFD #7. If necessary, remove occupants from the building including other apartments or businesses within the building.
2. Administer medical treatment immediately including dispatch of Rural-Metro paramedics for treatment and transport.

3. If CO alarm activation is without occupant experiencing symptoms, it shall constitute a cautious response.
4. First arriving officer shall establish scene control and initiate Incident Command procedures.
5. Verify type and cause of alarm activation (i.e. true alarm, low battery, poor location, etc.)
6. Make determination of anyone exhibiting symptoms of CO poisoning as above symptoms; if so, dispatch necessary units to respond, and begin evacuation of occupants.
7. Limit number of firefighters entering premises.
8. Begin investigative procedure as follows:
9. Have CO monitor brought to the scene.
10. Turn on CO monitor and allow unit to zero out outside of premises in fresh air, as per start up procedures.
11. Initiate survey of premises to determine if CO is present. There shall be two (2) forms for the investigating officer to use and fill out completely.
 - a. Carbon Monoxide Incident Checklist
 - b. Carbon Monoxide Release Form (DUPLICATE)

Fire Department ACTION LEVELS

LEVELS OF 10 PPM. OR LESS

1. Inform the occupants that an elevated level of Carbon Monoxide was not detected at this time.
2. Recommend that the occupants check their Carbon Monoxide detector, per manufacturer. Recommend that the occupant call the 1-800 number provided by the manufacturer for advice. (Number may be on back of unit)
3. Inform occupants that if detector activates again to call 911.
4. Recommend that occupant have premises checked by a qualified contractor.
5. Have occupant sign the CO release form in duplicate, and give him/her a copy.

LEVEL OF MORE THAN 10 PPM BUT LESS THAN 100 PPM

1. Any reading above 10 PPM shall be considered above normal reading. Firefighters shall use SCBA at levels over 50 PPM.

2. Occupant shall be informed that an elevated level of Carbon Monoxide had been detected.
3. Recommend that all occupants leave the premises and begin ventilation.
4. If source of CO is determined, eliminate the source, (shut off appliance, or remove source of CO, fire in fireplace, car running in garage, etc.). Recommend that occupant call a licensed contractor for repairs (where applicable).
5. If source of CO is undetermined, advise the occupant to have all sources of CO investigated by a licensed contractor and make corrective repairs.
6. Continue ventilation until levels fall below 10 PPM. If they remain below 10 PPM, occupant may return. If they rise again, contact the gas company and advise occupants not to return.
7. Have occupants sign CO release form as above.

LEVEL OF 100 PPM AND ABOVE

1. All firefighters shall use SCBA in atmospheres in excess of 50 PPM CO or where symptoms of Carbon Monoxide have been reported or have been observed.
2. With any reading of 100 PPM CO or greater, inform occupants that a potentially dangerous to lethal level of Carbon Monoxide has been detected.
3. Order occupants to leave the premises immediately. If occupants are experiencing symptoms of CO poisoning, evacuate them immediately.
4. If the source of CO is determined, eliminate the source (shut off the appliance, remove fire from fireplace, remove running vehicle from garage, etc.) Recommend occupant contact a licensed contractor to make repairs (where applicable).
5. If source of CO is not determined, the building shall be posted “NOT SUITABLE FOR OCCUPANCY”. Notify Village Code Enforcement Officer (CEO), or Town Building Inspector. Contact National Fuel for assistance. Advise occupant(s) to have a licensed contractor investigate all sources of Carbon Monoxide and make necessary repairs.
6. Once premises has been reduced to a safe CO level, it may be temporarily occupied, but shall not be occupied permanently until the source of the Carbon Monoxide has been identified, inactivated, or repaired by a licensed contractor.
7. Inform the occupants that if the CO detector activates again, call 911.

NATIONAL FUEL NOTIFICATION

Notify National Fuel if any one or more of the following occur:

1. A CO level of over 100 PPM is indicated on meter.
2. Someone is showing signs of being ill from the effects of Carbon Monoxide poisoning and requests medical attention.
3. A second response to the same address in a 48 hour period.
4. The Incident Commander (IC) feels a response by National Fuel is warranted.
5. A dangerous level of CO is detected and a source cannot be located or pinpointed.

DOCUMENTATION

The two forms provided on EAFD #7 shall be filled out completely by the officer in charge of the CO incident.

1. CARBON MONOXIDE INCIDENT CHECKLIST shall be completed in full for every CO response incident. It must be returned to the hall and deposited in the mail box immediately following the incident. This form must accompany the CARBON MONOXIDE RELEASE FORM.
2. CARBON MONOXIDE RELEASE FORM must be filled out in duplicate with officers' and occupant signature on both copies. The white copy must be left with the occupant, and colored copy to be filled by EAFD with CO INCIDENT CHECKLIST.

REVISED: January 15, 2006

45. USE AND INSPECTION OF COMPOSITE AIR CYLINDERS

EAST AURORA FIRE DEPARTMENT

POLICY: It shall be the policy of all firefighters to inspect all composite air cylinders after each use before refilling and during weekly SCBA inspection and maintenance to minimize a failure of a composite air cylinder because of damage from heat, abrasion, misuse, dropping, melting, impact, or de-lamination.

SCOPE: All firefighters engaged in filling, inspection, and maintenance of SCBA and air cylinder.

1. Composite air cylinders must be inspected and retested periodically to insure that the cylinders are in a serviceable condition.
2. Composite air cylinders shall be hydrotested every three (3) years, and a certificate of inspection affixed to the cylinder. In addition, a permanent record shall be kept on all air cylinders. Exception, cylinders produced after year 2001.
3. Inspect for damage from heat exposure. Common signs are:
 - a. charring or burning of the overwrap
 - b. burning or sintering of the cylinder surface
 - c. distortion of the cylinder of valve
 - d. safety relief devices that have activated
 - e. melted valve parts
4. Inspect the cylinder neck for cracks, folds, or other flaws. Neck cracks may be detected by soap solution applied to the neck area.
5. Inspect the cylinder for cuts, digs, and gouges. Cuts in the overwrap of the cylinder exceeding .09” in depth and 1.0” in length shall be removed from service. For reference: the thickness of a dime in depth of cut.
6. Inspect the cylinder for abrasion. Cylinders exhibiting abrasion totaling more than 4 sq. in. surface area, exceeding .045” deep shall be removed from service.
7. Inspect the cylinder for loose bands of fibre peeling from the cylinder. If bands of 1/8” or wider are peeling from shell, remove from service.
8. Inspect the cylinder for punctures in the fibre wrapping that penetrate to the aluminum inner shell. If puncture is evident, remove from service.
9. If any of the above conditions occur on a composite cylinder, it must be removed from service and sent for evaluation to determine if it must be removed from service and destroyed.
10. The useful service life of all composite cylinders is 15 years from date of manufacture, stamped on each cylinder.



REVISED: January 15, 2006

46. USE AND REFILL OF 3000psi. AIR CYLINDERS

EAST AURORA FIRE DEPARTMENT

SCOPE: All operators of high pressure Breathing Air Compressor and Cascade System, refill station, and all firefighters engaged in changeout of empty air cylinders on SCBA on the fireground, including mutual aid companies utilizing EAFD air supplies.

IDENTIFICATION

All MSA 3000psi. air cylinders are grey or silver in color, with gauges that indicate a maximum pressure of 3000psi. New carbon fiber cylinders shall have a grey band and a white sticker that indicates 3000psi.

USAGE

1. All MSA 3000psi air cylinders may be used on all MSA 30 minute SCBA air masks owned by EAFD.
2. Do NOT use MSA 3000psi air cylinders on any MSA 30 minute SBCA with the QUICK-FILL feature. These SCBA are equipped with 2400psi relief valve, and will vent at the overpressure. To identify these units, the QUICK-FILL feature is located on the regulator along with the relief valve. A number of these units are owned by the South Wales Fire Company.
3. Do NOT use MSA 3000psi air cylinders on any other make of SCBA.

REFILL PROCEDURE

1. MSA 3000psi air cylinders can be refilled by the current refill station.
2. Before refilling the air cylinder, the refill station regulator must be increased to 3000psi by unlocking the regulator cover and turning the regulator clockwise until the fill pressure gauge reads 3000psi.
3. If unlocking of the regulator cover is not possible refill the 3000psi air cylinder to the lower 2216psi.
4. When finished refilling the 3000psi air cylinders, always reset the regulator back to 2216psi on the refill station by lowering the regulator below the desired pressure then raising it to 2216psi as indicated by the fill pressure gauge. Relock the regulator cover only after the regulator pressure has been lowered.

REVISED March 20, 2005

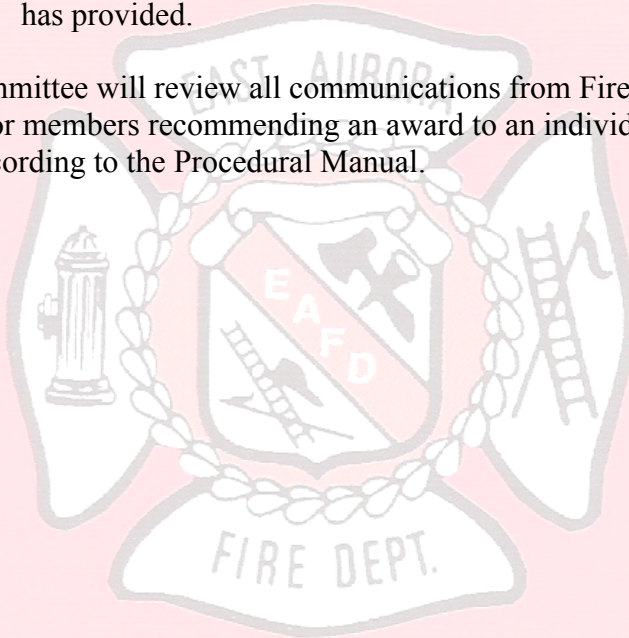
47. AWARDS COMMITTEE CRITERIA FOR AWARDS

Service Award: Continuous Service Pins given in five year increments.

Life Membership: Any member who shall have served as Chief of the Department and any member who shall have served twenty continuous years should receive the appropriate service pin and a Life Membership Certificate or Plaque. This award also entitles member to complimentary ticket to the Annual Installation Banquet.

Past Chief and Past President Award: Qualifying members shall receive a Lapel Pin, and miniature badge, and the Awards Committee chooses an additional award commensurate with the amount of service the Chief or President has provided.

The Awards Committee will review all communications from Fire Department Companies and/or members recommending an award to an individual and act appropriately according to the Procedural Manual.



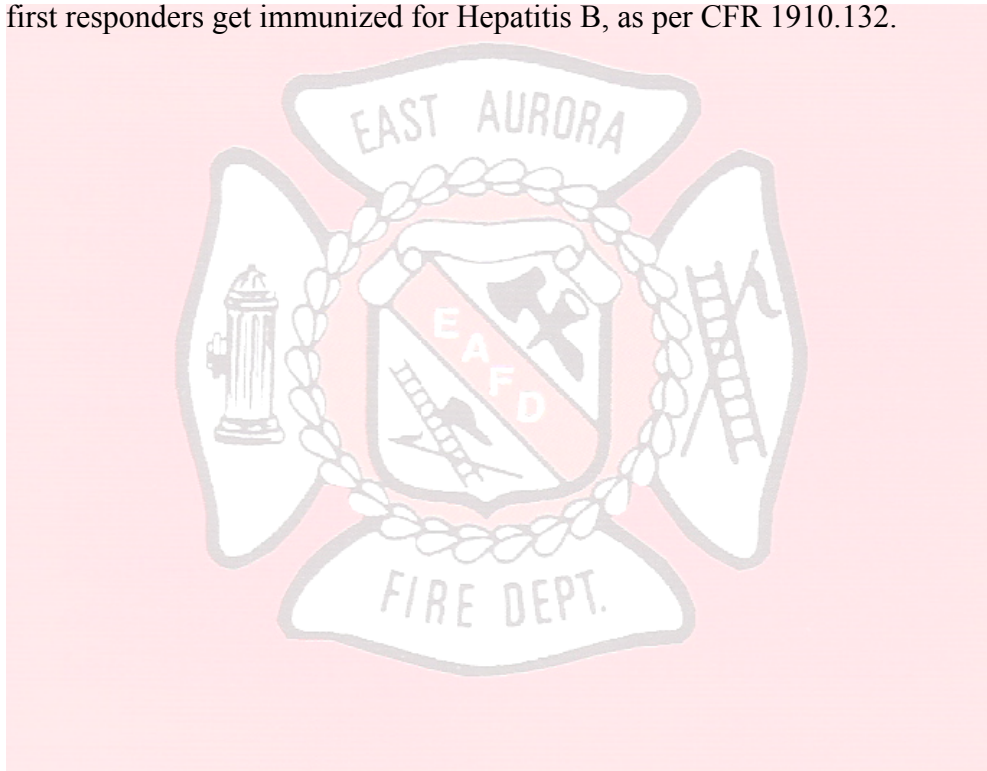
48. EMS OPERATIONS
EAST AURORA FIRE DEPARTMENT

SCOPE: This policy covers all members that respond to EMS calls, including treatment of patients involved in any incident that the East Aurora Fire Department responds to.

POLICY: (* It should be noted that these guidelines are a distillation of department SOP's and should not be a substitute for reading and knowing all department SOP'S). Firefighters shall adhere to the following guidelines or they may be banned from EMS response.

1. The East Aurora Fire Departments' (EAFD) primary role in providing Emergency Medical Service (EMS) for its district is to support Rural Metro Ambulance service (RMA). This means that RMA is the primary emergency medical service to the Village of East Aurora and the portion of the Town of Aurora protected by the East Aurora Fire Department. RMA is the primary authority on scene of an EMS incident. All firefighters shall take direction from the RMA paramedic/ EMT team in regard to patient care and assistance in the discharge of their duties. The exception to this rule is in the event that a company or chief officer is on scene at which time the normal chain of command shall be followed.
2. In the event that the primary ambulance is on a call and a back-up ambulance is either en route or not available, EAFD becomes the primary EMS provider until RMA arrives on scene. In the event that we act as the primary EMS provider, the guidelines shall be followed:
 - a. Ensure the scene is safe for First Responder entry.
 - b. Introduce yourself as a member of the EAFD and that medical assistance is on the way.
 - c. Be specific with terminology when addressing the patient or public as they may not know the Fire/EMS terminology.
 - d. Stabilize and secure the scene. Ask for assistance if necessary.
 - e. Work within the scope of your training and qualification for providing patient care. All EMS responders are encouraged to further their training to provide the best level of care to the patient and lessen your liability under the Good Samaritan Act, as well as Errors and Omissions liability.
3. All information that you may come across during an EMS incident in regard to health history, medications or current medical or mental health problem, is confidential.
4. When responding to any call, it is important to obey all traffic laws. The use of a blue light in NYS does not give you the right of way or variance to the traffic code. It is simply used as a warning device alert motorist that you are responding to an incident and if they choose to give you the right of way they may yield to your vehicle.

5. Maintain a professional attitude when responding and on scene of the incident. This means that you remain in control of your emotions while on scene, treating the incident as a serious matter. Firefighters shall refrain from using profane language.
6. All responders shall wear appropriate attire, and maintain a presentable appearance.
7. Proper hygiene shall be maintained. The reasons are twofold, proper hygiene prevents the spread of germs and disease, and helps maintain a professional appearance and is less offensive to the patient.
8. All firefighters shall read, understand, and abide by the policies for Infection Control, Bloodborne Pathogens, and the OSHA standards for personal protective equipment and the use of such equipment in the performance of their duties. It is recommended that first responders get immunized for Hepatitis B, as per CFR 1910.132.



49. FIREFIGHTERS DISABILITY EAST AURORA FIRE DEPARTMENT

SCOPE: This policy applies to all firefighters declared disabled by a physician or by declaration that they cannot perform their duties and applies for their Service Award Program, early benefit before their attainment age.

POLICY: It is the policy of the East Aurora Fire Department that when a member is on “disability” exclusion from work he/she can not respond or perform firematic duties until cleared by the appropriate authority to do so. A member who goes on social security disability and becomes eligible to also draw on the EAFD Service Award Program pension plan, he/she shall be considered on permanent disability and no longer may remain an active member of the East Aurora Fire Department.



50. Rapid Intervention Team (RIT)

Scope: The use of personnel specially trained, equipped and positioned to rescue downed firefighters is essential to safe fire department operations.

Purpose: This procedure sets forth why, when, and how Rapid Intervention Teams (RIT) are used by the East Aurora Fire Department.

Deployment

1. An RIT will be requested for any incident where firefighters are placed into hazardous areas that require the use of SCBA including the entry of personnel into burning structures or confined spaces, and when the Incident Commander feels that these circumstances are unusual; i.e., marginal manpower, unusual conditions/fire load, etc.
2. The requested RIT shall be properly trained, manned, equipped, and commanded to perform the assigned tasks.
3. Any sudden hazardous event such as collapse, flashover, back draft, or rapid increase in fire may put a RIT into action. However, the more common occurrence is the lost or disoriented firefighter.
4. A radio transmission indicating a call for help (Mayday) is also a reason for deployment. Team members should constantly monitor the fire ground radio frequency. The down firefighter may get only one call for help out over the radio.
5. The IC may deploy the RIT because an accountability check reveals a missing firefighter.
6. The on-scene RIT Leader will assess the scene and inform the IC if the number of RIT personnel is insufficient.
7. Upon arrival at the scene the RIT Team Leader will report directly to the IC. Following this report all of the RIT personnel will report to the accountability officer, present their accountability tags, and be assigned their personal TPASS unit (Red). The RIT shall use the radio call sign "RIT". Multiple RIT teams can be labeled RIT 1, RIT 2, etc.

Operations.

8. The RIT Team Leader should proactively assess all sides of the building looking for signs of fire character, spread, egress routes, and suppression activities.
9. The RIT members will remain together at their assembly area and in radio contact with the IC.
10. The RIT shall assemble their tools in proximity to the fire ground out of the way of the main firefighting activity and be staged to respond immediately. These tools should include but not be limited to:

Tarp or salvage cover to place tools

Radio

Halligan tool/other appropriate forcible entry tools

Flat head axe
Rope for tag line (this line should be bagged and inline 8's tied to show way out)
Hand lights
Chainsaw, Cutters Edge, or available saw
Spare SCBAs
Spare SCBA tanks
Cable cutters
Thermal imager (if available)

13. The RIT Team Leader shall inform the IC of the need for advanced extrication equipment, such as hydraulic tools, air bags, etc.
14. A RIT will only deploy by order of the IC. The RIT Team Leader will notify the IC of any observed problems or dangerous conditions.
15. Maintain any contact with the firefighter in trouble to clarify the location of the crew, injuries, entrapment, and air left in SCBA.
16. If practical, a radio channel assignment should be made for the specific RIT rescue. Additionally, the IC may want to assign another officer to oversee the rescue operations.
17. RIT team members should select entry tools from the staging tarp. If larger or more specialized tools are needed, a support crew will retrieve them from the staging tarp.
18. The RIT shall continue to conduct operations in accordance with their training, standard operating procedures, and common sense. At all times the team shall conduct their operations in conjunction with a risk-management plan.

Evacuation

30. **The IC maintains ultimate scene responsibility and retains the authority to evacuate the RIT at any time. The immediate evacuation from a building will be signaled to each RIT team member via the personal TPASS unit activated from the Command Module. In addition, sirens and air horns will be sounded.**
31. **Radio call for an immediate evacuation will be "Evacuate, Evacuate, Evacuate". These signals should continue until ceased by the IC.**