



# Scarborough Fire Department

## Scarborough, Maine



### Standard Operating Guidelines

<b>Book:</b>	<b>Emergency Operations</b>
<b>Chapter:</b>	<b>Firefighting Operations</b>
<b>Subject:</b>	<b>3300 – Structural Firefighting Policy</b>
<b>Revision Date:</b>	<b>6/1/2017</b>
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#### PURPOSE

To establish a consistent approach to basic fireground functions and activities at structure fires based upon the capabilities and characteristics of each type of unit employed using the Department's Risk Management Plan.

#### POLICY

The following procedures outline the fire ground tactics and strategies to be employed at structure fires. When possible, it is standard procedure to attempt to control fire conditions by initiating an Offensive Fire Attack Strategy. Firefighters should not be committed to interior offensive firefighting operations in abandoned or derelict buildings that are known or reasonably believed to be unoccupied, nor should crews be committed to interior operations until a water supply has been established unless the rescue of a victim or victims is deemed feasible. Fire control operations will fall in one of two initial strategies, OFFENSIVE or DEFENSIVE. Fireground activities will always operate within the Incident Command System.

#### SCOPE

All firefighters should be intimately familiar with this SOP's tactical procedures. Company officers should understand all company assignments and how each unit works within the larger fireground picture. Standard anticipated pre-arrival assignments are used to give major fireground functions to the particular company who can best accomplish the task while reducing the amount and detail of orders required to initially get companies into action on the fireground. This shall be accomplished by integrating the efforts of engine, ladder, and ambulance companies to achieve effective rescue, fire control, and loss control activities. These procedures are in no way intended to replace Recognition Primed Decision Making (RPDM) as a critical component in the decision making process.

## DEFINITIONS

- A. **All Hands:** Confirmation of a working structural fire which triggers an additional level of response including a mutual aid RIT team, mutual aid ambulance assigned to firefighter rehab, mutual aid coverage ambulance, and Scarborough apparatus move-ups.
- B. **Defensive Attack Strategy:** Exterior attack directed to first protect exposures and reduce fire extension while bringing the fire under control.
- C. **Door Control:** The process of ensuring that the entrance door that is providing access to the fire area is controlled and kept closed as much as possible before and after teams enter the structure.
- D. **Flow Path:** Is the movement of heat and smoke from the higher pressure within the fire area towards the lower pressure areas made accessible via doors, window openings and roof structures.
- E. **Flow Path Control:** The tactic of controlling ventilation points which limits additional oxygen into the space thereby limiting fire development and the movement of the heat and smoke conditions out of the fire area to the exterior and other areas within the building.
- F. **IAP** – Incident Action Plan
- G. **IDLH:** Immediately Dangerous to Life and Health
- H. **Offensive Attack Strategy:** (Hit it hard from the yard) Command option where critical life safety situations are present and crews will be entering the IDLH environment to conduct search, rescue and fire control efforts within the framework of the risk management plan.
- I. **On Deck Crew:** The next crew ready to work in the IDLH environment (proper PPE & SCBA, tools, radio, & flashlights) awaiting specific assignment from the Entry Control Chief.
- J. **OSHA 1910.134 Respiratory Protection Standard:** An interior attack on a fire that is beyond the incipient/ignition phase may not begin until the requirements of the OSHA 1910.134 Respiratory Protection Standard (2 IN-2 OUT) have been met.
- K. **Recognition Primed Decision Making (RPDM):** The ability to quickly determine the problem, find a solution and institute that solution based on previous experiences and situational awareness.
- L. **Staging Levels** –
  - Level 1 – staging area close to the scene where resources stage until assigned
  - Level 2 – staging area further from the scene generally used for out of town or regional resources to stage prior to being moved up to Level 1 staging and ultimate assignment

## PREREQUISITES

- A. Risk Management Plan
  - a. All firefighting and rescue operations involve an inherent amount of risk to firefighters.
  - b. We may risk our lives a lot in a calculated manner to protect savable lives.
  - c. We may risk our lives a little in a calculated manner to protect savable property.
  - d. We will not risk our lives at all to save what is already lost.
- B. Actions in a calculated manner require the following:
  - a. Incident Command established.
  - b. Proper personal protective equipment.
  - c. Accountability system established.

- d. Safety procedures in place.
- e. Continuous risk assessment by all members.
- C. Risk Analysis Factors
  - a. The building (occupancy, type of construction, condition, age).
  - b. Structural integrity of the building (contents only vs. structural involvement).
  - c. The fire load (what type of fuel is burning and what's left to burn).
  - d. The rescue profile (savable occupants/survivability profile).
  - e. Entry capability (is the building safe to enter).
  - f. Flow path, door control and ventilation profile.
  - g. Match the appropriate strategy (offensive/defensive) to the fire conditions of the structure & minimize risk to firefighters creating the IAP.
- D. Anticipated Pre-arrival Assignments
  - a. Consistent with sound fire department practices, anticipated pre-arrival assignments are designed to assist and prepare responders for what they may be expected to do upon arrival.
  - b. Incident Commanders cannot assume that pre-arrival functions/tasks will be completed; fireground functions/tasks must be assigned and confirmation of completion must be obtained.
  - c. In establishing pre-arrival desk box assignments, the Incident Commander will satisfy the 2 IN 2 OUT requirement before an interior attack is commenced

## COMMAND PROCEDURES

- A. Establish and identify the Incident Commander.
- B. Establish an effective organization utilizing the activities and responsibilities assigned to the Incident Commander and the other individuals operating within the Incident Command System.
- C. Provide a system to process information to support incident management, planning, and decision-making.
- D. Provide a system for the orderly transfer of Command to subsequent arriving officers.

## RESPONSIBILITIES OF COMMAND

- A. The Incident Commander is responsible for the completion of the tactical objectives.
- B. The Tactical Objectives (listed in order of priority) are:
  - a. Provide for responder safety and survival.
  - b. **Rescue:** The activities required to protect occupants, remove those who are threatened and provide patient care as necessary.
  - c. **Exposure control:** The activities used to control spread of fire to unburned areas.
  - d. **Fire Control:** The activities required to stop the forward progress of the fire and to bring the fire under control.
  - e. **Property Conservation:** The activities required to stop or reduce primary or secondary damage to property.
  - f. Provide short-term services that stabilize and begin to normalize the occupant's lives.
- C. The objectives of each priority are reflected by the following bench marks (These Objectives are considered complete when the benchmarks are declared).
  - a. **Rescue** – primary search completed, secondary search completed, all clear.
  - b. **Fire Control** – fire under control.
  - c. **Property Conservation** – loss stopped.

## MODES OF COMMAND

- A. Incident Command Post (ICP) (for working fires).
  - a. The 1st in officer/firefighter should establish Command. The IC should maintain an ICP outside of the structure and identify location of command (ex. C7 is establishing IC on SIDE A).
- B. Mobile Command
  - a. Use for nothing showing (ex. smoke detector alarm), or investigation mode. The first on scene firefighter should establish command of the incident and announce that nothing is showing and they are investigating. This IC may accompany the first in crew to investigate the situation. The initial IC may turn command over to the next arriving unit who may set up a command post.
  - b. Use for Fast-Attack mode (ex. car fire). This is when the first-in unit (perhaps the only unit dispatched) has direct involvement by taking immediate action to save a life or stabilize the situation. In the fast attack mode command is essentially working with the crew. The initial IC may turn command over to the next arriving unit who may set up a command post.

## FUNCTIONS OF COMMAND

- A. Establish and announce Command
- B. Transmit a brief and concise size up to include:
  - a. Unit Number “on scene” Establish Command, Officer in charge (Car X in command (location/side A), or mobile command).
  - b. Height of building (# of stories).
  - c. Type of construction (i.e. wood frame, masonry, etc.).
  - d. Occupancy (apartment, single family, commercial, etc.).
  - e. Conditions on arrival (i.e. working fire, smoke showing, etc.).
  - f. Action being taken (i.e. investigating, fire attack, etc.).
  - g. Notify dispatch changing the incident to TAC frequency.
    - i. Continue to communicate with dispatch on primary.
    - ii. Continue to communicate with apparatus not on scene on primary.
    - iii. Communicate with all on scene apparatus and crews on TAC.
- C. IC Duties and Strategic Goals at Working Structure Fires
  - a. Perform a 360.
  - b. Conduct a risk analysis.
  - c. Establish Safety and Accountability.
  - d. Determine primary objectives (RECEO - Rescue, Exposures, Confine, Extinguishment, and Overhaul).
  - e. Develop an Incident Action Plan (Offensive/Defensive).
  - f. Evaluate resource needs and request more (if needed).
  - g. Assume arriving companies will perform their pre-arrival assignments as per policy, but be prepared to issue alternate orders or assignments as necessary based on the situation.
  - h. Ensure RIT is established.
  - i. Ensures Rehab is established.
  - j. Establish Resource (Manpower) pool location.
- D. Review, evaluate and revise (as needed) the incident action plan.
- E. Provide for the continuity and transfer of Command.

- F. Report benchmarks ALL CLEAR, FIRE CONTROL, and LOSS STOPPED as you achieve incident control.
- G. Salvage and overhaul (loss control).
- H. Ensure operations are safely concluded.
- I. Initiate investigations if needed.
- J. Equipment pick up.
- K. Return units to service.
- L. Return units to quarters, terminate command, and recall the box.

### **ANTICIPATED PRE-ARRIVAL ASSIGNMENTS FOR COMMAND STAFF**

When possible the following duties will be assigned to local or mutual aid chief officers so that local company officers can supervise their crews and complete tactical objectives. The roles are listed by priority and should be assigned in order as chief officers arrive on scene.

- A. Incident Commander: Establish an Incident Action plan (IAP) strategic incident objectives and strategies, implementation of said objectives, oversee resource allocation and demobilization until otherwise delegated.
- B. Entry Control Chief (small resource board): Oversees initially established accountability and works directly with the IC to locate and track (via Accountability Tags) all personnel currently working in the hazard zone and assist in management of the tactical worksheet. Once the Resource Chief is assigned the Entry Control Chief will work to control and direct teams entering/exiting the hazard zone and ensure an On Deck Crew is assembled and ready. The Entry Control Chief is responsible for all personnel operating in the hazard area. For large structures where multiple access points are being used the Entry Control Chief may assign crews to enter through a Sector Officer for an additional layer of accountability.
- C. Safety Officer: monitors incident operations and advises IC, Ops. Chief and Entry Control on all matters relating to operational safety including the health and safety of emergency responder personnel: ensures RIT has been established and briefed.
- D. Operations: The Ops Chief reports as needed to the IC but is responsible for direct management of all incident related tactical activities.
- E. Resource Chief (large resource board): responsible to IC for direct management of all incident related resources both personnel and apparatus which have been assigned to the scene that are not yet committed in the hazard area. The Resource Chief assigns the Accountability Officer, Staging Officer, Water Supply Officer, and Medical Branch as needed.
  - a. Accountability Officer - works for the Resource Chief, manages personnel awaiting assignment, establishes companies of firefighters and works with the Entry Control Chief to provide On-Deck Crews. The Accountability Officer tracks firefighters returning from the hazard area to Rehab and back to Resources (Manpower).
    - i. Accountability Officers will report to the Incident Commander in small scale incidents.
    - ii. The Accountability Officer will place the tags on the Resource Tracking Board according to each member's assignment/function.

- iii. The Accountability Officer will track personnel movement from sector to sector as needed.
  - iv. Using a Resource Tracking Board the IC or Accountability Officer should;
    - a) Determine the names, location, and function of crews already operating at the incident and properly assign them on the Resource Tracking Board.
    - b) Assign and track crews as needed and provide them to the Incident Commander as requested.
  - b. Staging Officer – works for the Resource Chief; manages apparatus in Level 1 and Level 2 Staging
  - c. Water Supply Officer – works for the Resource Chief; manages apparatus and operations to ensure an adequate uninterrupted water supply is established and maintained for the duration of the incident.
- F. Cover Chief ensures adequate station coverage, responds to next call and/or assists the IC as needed.

### **ANTICIPATED PRE-ARRIVAL ASSIGNMENTS FOR ARRIVING APPARATUS AT WORKING FIRES:**

- A. All arriving apparatus must make sure to stay outside of any collapse zone, especially when performing a defensive attack.
- B. **First Due Engine:** While approaching the scene with any evidence of a working fire in a structure, should lay their own supply line. Additionally, on structures that are sprinkled the 1<sup>st</sup> line off the engine should be an LDH to the FDC. The goal is to provide adequate protection for firefighters during initial search and rescue operations. There could be exceptions to this guideline such as an obvious time sensitive critical rescue. Leave the front of the structure with clear access for the ladder truck when possible.
- C. **Second Due Engine:** Reports to a hydrant (water supply) to prepare to lay additional water supply lines. If Command determines an additional water supply is not needed the second engine crew should report to Resource.
- D. **Third Due Engine:** Report to water supply (not one already in use) to prepare to lay additional water supply lines. If Command determines an additional water supply is not needed the third engine crew should report to Resource.
- E. **Ladder Companies:** When no fire is showing upon arrival, the first ladder should report to the front of the building, or on a corner of the building if possible, to provide aerial support to two sides of the building. If fire is present, report to the fire side of the structure. Second ladder should go to the opposite side of the 1<sup>st</sup> aerial, at a corner if possible. Ladder companies should initiate, thru Command, laddering the building.
- F. **1<sup>st</sup> Due Ambulance Company:** If no victims are presented on arrival, the crew will work with the fire suppression crews as assigned.
- G. **2<sup>nd</sup> Due Ambulance Company:** If no victims are presented on arrival, the crew shall initially assist the second due engine establish water supply, then will establish the Medical Branch providing medical treatment for injured or distressed firefighters on the fireground.
- H. **Out of Town Ambulance (3<sup>rd</sup> due):** Establish Rehab Sector.

## **ANTICIPATED PRE-ARRIVAL FIRE ATTACK ASSIGNMENTS FOR MANPOWER AT WORKING FIRES**

- A. 1<sup>st</sup> arriving firefighter/officer, establish Command and perform the responsibilities, functions and command staff assignments as listed above as necessary.
- B. Basic on scene flow of personnel:
  - a. Report to Resource (Manpower) Chief (Who will Tag-up personnel on the large resources board)
  - b. Be assigned as the On Deck Crew and report to the Entry Control Chief: Receive/perform tactical assignments from the Entry Control Chief (Who will Tag-Up personnel on the small Entry Control Board)
  - c. Upon completion of tactical assignment(s), personnel will return to the Entry Control Chief to retrieve tags.
  - d. Personnel with their tags exiting the IDLH should report to the Rehab Sector. After use of the 1<sup>st</sup> bottle, personnel should change bottle and return to Resource. After use of 2<sup>nd</sup> bottle personnel should go through the rehab process.
  - e. Personnel cleared by Rehab or after 1<sup>st</sup> bottle change should report back to Resource.

## **RESPONSIBILITY**

It is the responsibility of all Scarborough Fire Department members to adhere to this policy.

## **REFERENCES**

- A. Underwriters Laboratory
- B. Biddeford/Saco Fire Departments SOPs
- C. Metro Chiefs SOP's

### Anticipated Pre-Arrival Assignments

#### 1<sup>st</sup> Due Engine – Fire Suppression

- Lay in to working fires
- 1<sup>st</sup> line to FDC if sprinkled
- Leave room for the ladder

#### 2<sup>nd</sup> Due Engine – Water Supply

- Extend lay or secondary source
- If not needed report to Resource

#### 3<sup>rd</sup> Due Engine – Water Supply

- Secondary supply or rural water ops
- If not needed report to Resource

#### 1<sup>st</sup> Due Ladder

- Nothing showing – front of building
- Fire showing – report to side of fire
- If possible set to corner to cover 2 sides

#### 2<sup>nd</sup> Due Ladder

- Report to opposite side of building
- If possible set to corner to cover 2 sides

#### 1<sup>st</sup> Ambulance

- Fire Suppression

#### 2<sup>nd</sup> Ambulance

- Medical Branch

#### 3<sup>rd</sup> Due ambulance

- Rehab

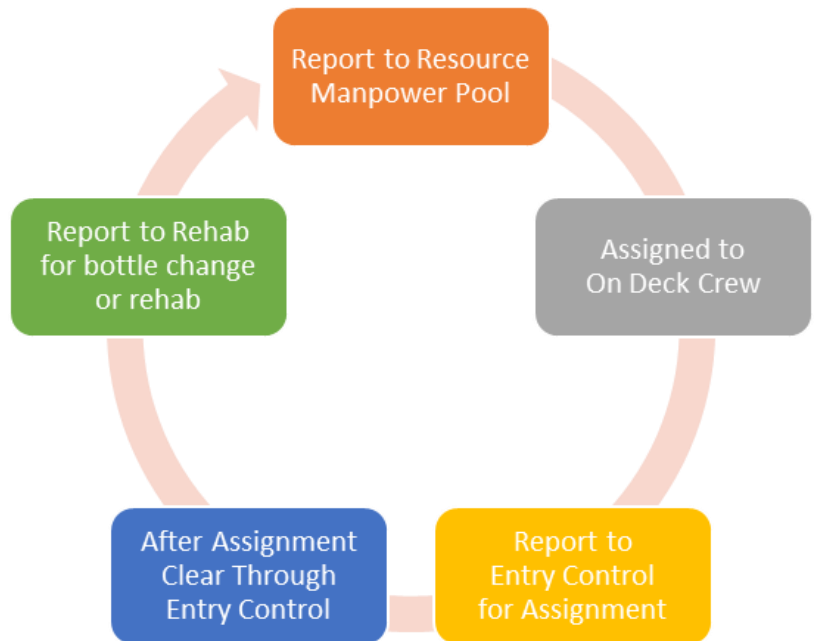
#### Mutual Aid Engine

- Establish Rapid Intervention Team

### Chief Officer Assignments



### Manpower Flow



Take accountability tag with you to each step