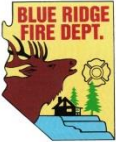


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|  | Blue Ridge Fire District Policy and Procedure | General Order Number B201 |
| Subject: Driving and Vehicle Operation | Effective Date: | Total Pages: 3 |
| | Board Approval Date: May 16, 2015 | Resends: |
| Application: All District Personnel | <i>Signed into effect as authorized by the Board of Directors</i> John Banning, Fire Chief | |

I. Purpose

One of the leading causes of firefighter fatalities is vehicle accidents while responding to/from incidents. The Blue Ridge Fire District is committed to the safety of all firefighters and wants to ensure that ALL personnel return home after the incident. Arizona Statutes may provide for certain privileges, while responding to an emergency, however, this does not relieve the operator from liability for failure to obey traffic laws. The operator is responsible not only for him/herself, but for all personnel aboard the vehicle. **Remember, Emergency lights and a siren do not automatically stop traffic!**

II. Definitions:

- Driver: Operator of the apparatus
- Operator: Driver of the apparatus
- Backing Guide: Individual directing the operator
- BRFD: Blue Ridge Fire District
- Apparatus: Any vehicle owned or being operated by BRFD.
- Vehicle: Apparatus
- District Personnel: BRFD employees, volunteers, board members, contract employees.
- Civilian: General public not associated with BRFD as an employee, volunteer or Auxiliary member.
- IC: Incident Commander
- Code 1: No emergency warning lights or siren. Obey traffic laws.
- Code 2: Use of emergency warning lights and siren as necessary.
- Code 3: Use of emergency warning lights and siren.

III. Policy

1. All apparatus owned or under the control of BRFD will be operated by District personnel qualified on that apparatus. *Exception:* maintenance personnel authorized by the District for the purpose of repair or routine servicing. In no case will an unlicensed individual or minor be allowed to drive any vehicle owned or operated by the Blue Ridge Fire District.
2. Drivers must possess a valid Arizona Driver's License for the type/class vehicle to be operated.
3. Drivers shall comply with all laws regarding the operation of emergency vehicles.
4. A Driver must be cleared in the operation of the vehicle and equipment (ie: transmission format/shift pattern, braking, handling, emergency warning devices, pumps, radio, etc.).

5. No person under the influence of alcohol, prescribed or un-prescribed medication that may impair senses or other mind altering substance shall operate or board a BRFD apparatus or respond to an incident in a personal vehicle.
6. A Code 2 or Code 3 response shall be utilized while responding to an emergency incident unless such response level would jeopardize the safety of emergency workers and/or public or as directed by the Incident Commander. Non-emergency incidents will utilize a Code 1 response.
7. Drivers shall come to a complete stop at all stop signals in their lane of traffic, regardless of response code, to ensure all traffic has yielded and it is safe to proceed.
8. Under no circumstances shall the driver of a BRFD vehicle pass a school bus that is displaying flashing red lights and/or loading/unloading children. Drivers shall come to a stop, turn off audible warning devices and wait until the bus driver has turned off the school bus warning lights and all children are safely clear of the apparatus travel path.
9. Drivers shall use extreme caution while traveling through a School Zone and obey **ALL** posted speed limits, crossing guard commands and shall yield to pedestrians crossing roadways inside or outside crosswalks.
10. Drivers shall maintain full control of the vehicle at all times and shall govern speed accordingly.
11. Drivers shall operate the apparatus with regard to public safety and vehicle characteristics.
12. Headlights shall be on while the apparatus is in motion unless such action would cause a safety hazard or as directed by highway signage or by traffic control personnel.
13. **All** occupants shall be seated and wear passenger restraint devices while the apparatus/vehicle is in motion. No person shall ride on the tailboard or bed of the apparatus during emergency responses. The driver is responsible to ensure compliance.
14. No civilian shall ride in or on any BRFD apparatus unless written permission has been granted by the Fire Chief or designee. This shall not apply to on-scene emergency operations or public assists in the course of official business. When transporting a civilian (not a patient) from an incident scene or public assist, the officer/operator shall advise dispatch of the situation, the intended destination and the beginning/ending mileage of the transport.
15. Due to safety and mobility concerns, the driver shall refrain from wearing the *structural PPE coat and/or helmet* while operating the vehicle. The driver shall don all appropriate protective equipment as soon as practical once on scene. *Exception: the driver may wear bunker pants and/or wildland attire as long as it would not interfere with vehicle operation.*
16. The driver shall refrain from using apparatus communications devices or cell phones/computing devices while the vehicle is in motion. This activity should be managed by another crew member, where possible. In the event the driver needs to operate these devices, extreme caution should be exercised up to and including parking the vehicle.
17. Communications headsets (where installed) should be used by all occupants.
18. While backing, a guide shall be in place to direct the driver. The backing guide shall be positioned to maintain visual contact with the driver and the area the vehicle is being located to. During emergency situations or when a backing guide is unavailable, the driver will secure the vehicle, de-board and conduct a walk around of the vehicle to ensure safe maneuvering and identify potential hazards. At all times the driver will use extreme caution while backing. If a backup alarm is not operational, the driver shall sound the horn to alert potential bystanders.
19. When parking the apparatus, the driver shall ensure the vehicle is placed in park and the parking/emergency brake is fully engaged prior to de-boarding the apparatus. Upon de-boarding, the driver shall deploy and set wheel chocks whenever the apparatus is not in the station.

20. While transporting a patient, the driver shall exercise good driving judgement and be mindful to ensure patient comfort and safety. Remember fellow personnel will normally be moving about in the patient compartment and sudden driving maneuvers could cause injury.
21. Should there be a need to stop the ambulance in order to provide patient care, the driver shall ensure the following:
The vehicle is located to a safe area to be parked. Once parked the driver shall ensure the vehicle transmission is placed in park and parking brake/emergency brake fully engaged. The driver shall notify dispatch of the location and general reason for stopping (patient care, assist medic, etc). Should the driver need to de-board the vehicle, the driver shall ensure the wheel chocks are deployed and properly set.
22. All apparatus equipped with an engine turbo charger shall be allowed to cool down at idle speed for a minimum of 5 minutes before shutting down the engine.
23. Failure to comply with this policy may result in disciplinary action.
24. During emergency operations, the ranking officer or Incident Commander may authorize deviation of this policy, as warranted.