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|  | <b>Terryville Fire Department<br/>Best Practices</b> |                                      |
|   | <u>Subject</u><br><b>Risk Management Plan</b>        | <b>BP# 1-09</b>                      |
|   | <u>Authority</u><br><b>Chief of Department</b>       | Initiated<br>1/1/2016<br><br>Revised |

**A. PURPOSE**

1. To limit the exposure of the fire department to situations and occurrences that could have harmful or undesirable consequences on the department or its members.
2. To provide the safest possible work environment for the members of the fire department, while recognizing the risks inherent to the fire department’s mission.

**B. SCOPE**

1. The risk management plan is intended to comply with the requirements of NFPA 1500, Standard of Fire Department Occupational Safety and Health Program.

**C. METHODOLOGY**

1. The risk management plan uses a variety of strategies and approaches to address different objectives. The specific objectives are identified from the following sources of information:
  - Records and reports on the frequency and severity of accidents and injuries in the Terryville Fire Department
  - Reports received from the Terryville Fire District insurance carriers.
  - Specific occurrences that identify the need for risk management.
  - Knowledge of the inherent risks that are encountered by fire departments and specific situations identified by the Terryville Fire Department.
  - Any additional areas identified by the Terryville Fire Department.

**D. RESPONSIBILITIES**

1. The chief’s office has responsibility for the implementation and operations of the risk management plan. The Department Safety Officer has the responsibility to develop, manage, and annually revise the risk management plan. The Department Safety Officer also has the

responsibility to modify the risk management plan when it is warranted by changing exposures, occurrences, and activities.

2. All members of the Terryville Fire Department have the responsibility of ensuring their own health and safety based upon the requirements of the risk management plan and department's safety and health program.

## **E. PLAN ORGANIZATION**

1. Identification of the risks that members of the fire department could actually or potentially encounter during emergency and non-emergency functions.
  - Emergency risks include those presented at emergency incidents, fire and non-fire (HazMat, etc.), EMS incidents, and emergency response.
  - Non-emergency risks include those encountered while performing the following functions: training, non-emergency vehicle operation, station activities (truck maintenance, work details, etc.)
2. Evaluation of the identified risks based upon the frequency and severity of factors.
3. Development and implementation of an action plan for controlling each of the risks, in order of priority.
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5. Provisions for monitoring the effectiveness of the controls implemented.
6. A periodic review of the plan with modifications made as needed.

## **F. PLAN MONITORING**

1. The Terryville Fire Department risk management program will be monitored annually, during the 1<sup>st</sup> quarter of the year, by the Department Safety Officer.
2. Recommendations and revisions will be made on the following criteria:
  - Annual accident and injury data for the preceding year.
  - Significant incidents that have occurred during the past year.
  - Information and suggestions from department officers and senior members.
3. Every three (3) years, the risk management plan will be evaluated. Recommendations will be sent to the chief's office, the Department Safety Officer and the department safety committee.