

	Terryville Fire Department Best Practices	
	<u>Subject</u> Safety & Health Program	BP# 1-01
	<u>Authority</u> Chief of Department	Initiated 8/1/13 Revised

A. PURPOSE

1. It is the intent of the Terryville Fire Department, and the goal of our safety program, to place the safety of our officers and members as a priority and provide for the safety of our personnel. This will be accomplished by implementing, monitoring and evaluating a health and safety program.
2. It is the responsibility of each member to cooperate, participate, and comply with the provisions of this safety and health program, and to perform their assigned duties in a safe manner that does not present a hazard to themselves or others.
3. It is the commitment of this department to provide safe operations; prevent accidents, illnesses and fatalities; comply with all applicable laws and regulations; establish safe work habits; and establish guidelines to help meet these objectives.
4. Best Practices and Standard Operating Guidelines for dealing with specific hazardous situations, will be developed, implemented and used by the members of this department.
5. Safety Officers shall be appointed by the Chief of the Department and shall continue in that position until relieved of those responsibilities. Each safety officer shall be certified as an Incident Safety Officer (ISO). If a safety officer is not available at emergencies when the Incident Commander (IC) deems that this staff position shall be activated, an appropriate officer or firefighter shall be assigned to this position until relieved by one of the department ISOs.
6. The Chief of Department or his designee shall establish a record collection system for such records as injuries, illnesses, deaths, exposure to toxic products and infectious diseases, membership training, maintenance/inspection of equipment, apparatus facilities, and other areas as deemed appropriate.

B. TRAINING & EDUCATION

1. The following training guidelines are the minimum requirements to maintain active membership in the department and the additional training courses may be developed and/or implemented by the Chief of Department or his designee.

2. Additional training provided to members shall be developed and delivered with consideration for the members' safety as a priority, and where appropriate, specific safety information shall be incorporated into the curriculum.
3. Additional membership training shall include, but not limited to, such items as the fire department Incident Command System (ICS), SOGs, evacuation from hazardous areas, right to know information, and special hazards of the community (HAZ-COM).
4. Probationary members shall be trained for all anticipated assignments prior to being assigned to perform them. Probationary members shall complete the Terryville Fire Department Probationary Training Program and obtain a NYS Firefighter I Certification. The member shall work under the supervision of an experienced firefighter until he/she has completed their probationary period.
5. Officers shall be encouraged to complete additional courses in subject areas as determined by the Chief of Department to be appropriate for their level of responsibility. As an example, such courses could be in strategy, tactics, building construction, preparing for command, command management, firefighter safety, hazardous materials, incident command, Intro to Fire Officer, and NYS Fire Officer 1 & 2.
6. Existing members shall receive annually as a minimum the following training as required by OSHA:
 - General Hazard Recognition (30 minutes)
 - Fire Station Safety (30 minutes)
 - Response Safety (45 minutes)
 - Fire Scene Safety (75 minutes)
 - Protective Clothing (60 minutes)
 - SCBA (120 minutes)
 - Tool & Equipment Safety (60 minutes)
 - Recent Developments in Fire Safety (60 minutes)

C. VEHICLES & EQUIPMENT

1. Drivers and operators shall be physically able to operate the apparatus to which they are assigned.
2. Vehicle shall always be operated in a safe and prudent manner and in accordance with all department guidelines and in compliance with the NYS Vehicle and Traffic Law and any other applicable ordinances or regulations
3. All occupants shall be seated and passenger restraint devices shall be used. The exception to this practice is for EMS personnel on the ambulance that MUST perform patient care deemed critical for the patient.
4. All apparatus shall be equipped with back-up alarm devices and in addition, at least one person shall be position at the rear and side of the apparatus to assist in backing it up.

5. All apparatus and equipment shall be examined on a weekly basis for routine maintenance items. Unsafe equipment shall be removed from service until it is repaired and/or tested.
6. The Terryville Fire District shall arrange for the testing of equipment such as pumps, hose, SCBA, extinguishers, ladders, etc. according to NFPA specifications, after repair or if it appears damaged.

D. PROTECTIVE CLOTHING & EQUIPMENT

1. Protective clothing for all firefighters shall be provided commensurate with their responsibilities, following the highest standards. The personal protective clothing shall be OSHA and/or NFPA approved and include a coat, helmet, eye protection, gloves, hood, SCBA mask, bunker pants, and appropriate boots.
2. Each member shall be trained in the maintenance and use of their personal protective clothing and shall have the responsibility to see that it is maintained.
3. SCBA shall be of the positive pressure type. SCBA shall be used in accordance with TFD Best Practice 1-07, Self Contained Breathing Apparatus. All SCBA shall be maintained and tested according to the manufacturers recommendations. Each member expected to use SCBA shall complete training in its use, prior to using the equipment at an emergency incident. Repairs will only be done by persons trained to do so.
4. Life safety rope, harness, and hardware for bailout or rescue operations shall be purchased and maintained for that purpose, with an examination of the same for deterioration on a regular basis. It shall be the policy that if the rescue rope is used, it shall be examined and if necessary, downgraded or destroyed.
5. Members who operate power driven tools and equipment, shall wear eye and face protection appropriate for the tool or equipment they are using, in accordance with the Terryville Fire Department Training Manual (to be written).
6. Safety standards applicable to the operation of tools and equipment will be adhered to at all times.

E. EMERGENCY OPERATIONS

1. All training evolutions and emergency operations shall be conducted in as safe manner as is practical and in a manner to recognize and prevent accidents and injuries.
2. A safety officer position shall be activated when the Incident Commander (IC) deems it appropriate. In the absence of a safety officer, the IC shall assign a trained officer or firefighter to fulfill this responsibility.
3. A personnel accountability system shall be developed and utilized at all incidents, such as structure fires, hazardous materials incidents, multi-vehicle accidents, brush fires, where personnel may have to be quickly accounted for.

4. Special hazards may require special safety precautions. The special hazards shall be described along with the special precautions to be taking in Best Practices. In addition, the Best Practices shall be distributed to each member for inclusion in their training book. The development of these Best Practices shall be an on-going process and reviewed annually for additions and changes.
5. EMS personnel and/or an ambulance will be dispatched automatically to all emergencies where their services may be needed.
6. The fire department shall provide an adequate number of personnel to safely conduct emergency scene operations.
7. The department's Incident Command System shall be established and used at all alarms to which the department responds. All members shall be trained in the use of the system, in accordance with Best Practice 1-XX (to be written).
8. The IC shall be responsible for the overall safety of the firefighters and each officer shall monitor the personnel under their command.

F. FACILITY SAFETY

1. Members shall use due caution and regard while in the fire station and be alert for moving apparatus, fluids, or water that could pose a hazard. Hazards shall be reported immediately up the chain of command.

G. MEDICAL

1. All new members shall have a medical examination by a licensed physician, as determined by the Terryville Fire District, prior to membership. The components of the examination shall include any area identified by the physician that may restrict the candidate's ability to perform the functions of a member of the department.

H. FITNESS FOR DUTY

1. While it is the member's responsibility to stay physically fit to perform the duties of a firefighter, the department will strongly encourage each member to stay physically fit, through a variety of methods, including scheduling activities which will promote the fitness of all members.
2. Under no circumstances shall a member act in an official capacity of Terryville Fire Department member when the consumption of alcohol or other substances may affect their ability to perform in a safe manner.