



Northeast Fire Department Association

Operations

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Tactical Guidelines; Personnel Accountability

Approved by:

NEFDA President

I. Purpose

The purpose is to account for all firefighters involved in any incident. The use of this system will enhance personnel safety and provide the incident command staff with the capability to track and account for all personnel on an incident.

II. Policy

Accountability of ALL personnel assigned to an incident must be maintained.

III. Procedure

Accountability: Accountability involves a personal commitment to work within the system; assuring that an accurate accounting of every individual at the scene of an incident is maintained.

- A. Command will maintain an accurate tracking and awareness of where resources are committed at an incident.
- B. Command will be responsible for including accountability as a major element in strategy and attack planning. Command must overcome any barriers to accountability.
- C. Division/Group Commanders will maintain an accurate tracking and awareness of crews assigned to them. This will require the Division/Group Commanders to be in their assigned area maintaining close supervision of assigned crews.
- D. All crews will work for Command or Division/Group Commanders - NO FREE LANCING
- E. A minimum crew size will be considered two (2) members.
- F. A crew will exit the hazard zone if they do not have a working radio.
- G. All assigned crew members are to remain together at all times.
- H. The Accountability system shall be utilized for drills and exercises where accountability is pertinent to maintaining firefighter safety.

**VI.
Lost/Missing Firefighter**

An absent member of any crew will automatically be assumed to be lost or trapped until it is verified they are safe.

- A. Company Officers or team leaders must immediately report any absent members to the appropriate Commander.
- B. For any reports of missing firefighters;
 - 1. Command must request the next greater alarm.
 - 2. Command must immediately initiate a roll call (PAR) of all crews assigned to the hazard zone, followed by a PAR of all personnel.
 - 3. **Simultaneously**, Command must adjust on-scene strategies to support a search and rescue effort.