WARE FIRE DEPARTMENT
Standard Operating Guideline

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Purpose: The purpose of this guideline is develop a common set of meanings of terms used by the Ware Fire Department to avoid confusion and aid in communication.

Scope: This guideline shall apply to all members of the Ware Fire Department while operating at emergency scenes.

Terminology

All Call: Notification of all members of the Ware Fire Department to respond to an incident.

All Clear: A standard term that indicates a structure has been search twice and is clear of occupants.

Automatic Alarm: An alarm that is received through either the radio controlled municipal system or a private central control station.

Awareness Level Hazmat First Responder: Those members who in the course of their duties, may be first on the scene of an emergency involving hazardous materials and are expected to recognize the presence of hazardous materials, protect themselves, call for trained personnel, and secure the area.

Auxiliary Firefighter: Auxiliary Firefighters will have support function duties only. They will not have the same duties as certified On-Call Firefighters of this department.

Box alarm: An incident where response of the whole department is required to mitigate. (i.e. Structure fire, Mass Casualty Incident ect.)

Breeched Container: A hazardous material container that is opened and has released its contents. The container is stressed beyond its limits of recovery.

Brief Initial Report: A report of the first arriving Officer or Shift Commander to include assumption of command, confirmation of address, type of incident, description of structure, current conditions, and initial plan.

Cold Zone: An area of relative safety outside the warm zone, where personnel may suit-up or remove protective equipment when entering or leaving the warm zone.

Collapse Zone: Area around a building estimated to be at least one and one half the height of the building.

Combative Command: An option available to the first arriving officer who is initially in command of the emergency. When this operational mode is selected, the officer will take an offense of a role and carry out tactical operations with his/her crew. The officer assuming combative command must direct other companies and provide a synopsis or actions and conditions on a periodic basis and upon the transfer to formal command.

Command: Designation for the Incident Commander. (IE: Main Street Command)

Decontamination: The process of making personnel, equipment, and supplies safe by eliminating harmful substances.

Defensive Operations: An exterior attack designed to stop the forward progress of the fire then provide fire control and is based on the determination that the risk to personnel exceeds the potential benefits of offensive operations.

Deviation: A non-approved departure from the SOG's that require's documentation and justification after the conclusion of the event.

Division: Geographical designation assigning responsibility for all operations with in a defined area (Division 1 = Floor 1).

Duty Group: Notification of one half of the department on call for the week (either A Group or B Group) to respond as directed.

Emergency: A situation where a defined threat to life or property exists, and the actions of the department can directly mitigate the level of threat.

Emergency Traffic: A priority message to be broadcast throughout the incident scene. All other radio traffic shall cease.

Evacuation: A prolonged precautionary stay away from an area affected by a hazardous material or event.

Evacuation Signal: Short blasts of apparatus air horns for 30 seconds designed to inform all personnel operating in the interior of a building to immediately exit the structure and report personnel accountability to command.

Fire Apparatus: A fire department emergency vehicle used for rescue, fire suppression, or other specialized function.

Fire Control: A tactical priority to stop forward progress of the fire.

Fire Ground Tactical Priorities: The ordered sequence of rescue, life safety, fire control, and property conservation.

Fire Showing: Visible flames extending from one or more openings in a building.

Fire Suppression: The activities involved in controlling and extinguishing fires. Fire suppression shall include all activities performed at the scene of a fire or training exercise that expose the firefighters to heat, flame, smoke and other products of combustion, explosion or structural collapse.

Group Call: One half of the Ware Fire Department is notified to respond to an incident. (IE: Group A or Group B).

Isolation: The process of limiting the number of civilians in public personnel exposed to a hazardous material or event.

Forward Lay: Laying hose form the water source to the fire.

Fully Involved: Immediate entry and search activities are impossible and victim survival is improbable due to intense fire conditions. A primary search will not ensue.

Hand Lines: Hand held hose lines that are used for fire suppression and exposure protection.

Hazardous Materials: Any element, compound or combination thereof which is flammable, corrosive, detonable, toxic, radioactive, and oxidizer, an etiological agent, weapon of mass destruction, or highly reactive material, which may have detrimental effects upon operating and emergency personnel, the public, or environment due to handling, storage, processing or packaging.

Hot Zone: An area of maximum danger in and around the incident. Full protective and safety equipment must be used. This area includes the collapse zone. Only authorized emergency personnel may be in the hot zone.

Incident Command System: An organized system of roles, responsibilities and standard operating guidelines used to consistently manage emergency operations, command and control. Such systems are referred to Incident Command Systems (ICS).

IDLH: Immediately Dangerous for Life or health is an atmospheric concentration of any toxic, corrosive or asphyxiant substance.

Life Safety: The first tactical priority. Includes the safety and survival of both civilians and fire service personnel.

Level 1 Staging: Units are staged in a specific location under the command of the incident commander.

Loss Stopped: Fire is under control; property conservation is the tactical strategy in use.

MayDay: Emergency call made by radio to identify a member is lost, trapped, missing, disoriented, or injured and in need of assistance.

Nothing Showing: No signs of any emergency are apparent. The first due Engine company will investigate.

Offensive Operations: Actions that involve a direct attack on a fire to directly control and extinguish the fire, generally performed on the interior of involved structures.

Operational Level Hazmat First Responder: Those members who respond to releases or potential releases of hazardous materials as part of the initial response to the incident for the purpose of protecting nearby persons, the environment or property from the effects of the release. They shall be trained to respond in a DEFENSIVE fashion to control the release from a safe distance and keep it from spreading.

PAR: Personnel Accountability Report should be transmitted to Command by the officer/task leader approximately every 20 minutes and immediately after an evacuation.

PPE: Full turnout gear to include helmet with a shield, hood, gloves, boots, bunker coats and pants, all of which meet NFPA 1500 standards.

Primary Search: A rapid search of all involved and exposed areas within the incident scene, which can be safely entered to verify the removal and/or safety of all occupants.

Primary Traffic: Important information that must be immediately shared with command but does not impact the safety of personnel.

Probationary Firefighters: Firefighters who have not completed all necessary training signified by a yellow helmet.

Property Conservation: A tactical priority designed to reduce secondary damage and to allow for scene preservation.

Reverse Lay: Laying hose from the fire to the water source.

RIT: Rapid Intervention Team is a unit of at least 2 non-probationary or Auxillary firefighters in full personal protective equipment (including SCBA) with a radio ready to affect a rescue of trapped or endangered firefighters as needed.

Running Card: Response order of Ware Fire Apparatus and Mutual Aid response for incidents.

SCBA: The abbreviated term used for Self Contained Breathing Apparatus which is used for respiratory protection.

Secondary Search: A complete thorough search of the entire incident scene after the fire is under control and the hazards are somewhat abated.

Shall/Will: Requires adherence without exception. Indicates a mandatory requirement.

Shift Commander: Senior Firefighter on duty when no officer is on duty.

Should: A preferred course of action, which may be amended due to extenuating circumstances. Indicates a recommendation or that which is advised but not required.

Sides A,B,C, and D: The sides of a structure, starting at the front (side A) and continuing clockwise around a building. These are also referred to as sides Alpha, Bravo, Charlie, and Delta.

Situation Report: A short radio transmission to describe conditions. Situation reports should be given to the incident commander on a periodic basis and when conditions change during the firefight.

Smoke Showing: Smoke is visible from the exterior of the structure and conditions exist where it is possible to extend rescue and fire control simultaneously to gain entry and control interior access.

Staging: The management of committed and uncommitted apparatus to provide orderly deployment.

Standard Operating Guidelines (SOG'S): Provide a standard set of guidelines that are the core of every firefighting and response plan.

Stressed: An applied force or system of forces that tend to either strained or deform a container (external action) or trigger a change in the condition of the contents (internal action).

Structural Personal Protective Clothing: Full protective clothing shall be worn at all structural fire scenes unless altered by the Incident Commander to consist of helmet with face shield, flashover hood, turnout coat, turnout pants, boots and gloves.

Special Operations: Those emergency operations to which the fire department responds that require a specific and advanced training, tools and equipment. Special operations include water rescue, hazardous materials, confined space entry, high angle rescue, public education and other operations requiring specialized training.

Structural Firefighting: The activities of rescue, fire suppression and property conservation involving buildings, enclosed structures, vehicles, vessels, or other like properties that are in a fire emergency situation.

Training: The process of achieving proficiency through instruction and hands-on practice in the operation of equipment and systems that are expected to be used in the performance of assigned duties.

Under Control: Forward progress of the fire has been stopped.

Working Fire: Fire involving room and contents or structural elements.

Warm Zone: A danger area outside of the hot zone. Protective gear must be worn in this area and only authorized personnel are allowed access.