

MOUNTAIN BROOK FIRE DEPARTMENT

POLICY NO. 105.06

VOLUME: I

SUBJECT: Accountability at the Emergency Scene

SIGNED: _____
ROBERT W. EZEKIEL, FIRE CHIEF

2/9/2010
Revised

Purpose

This procedure identifies a system of incident site fire fighter accountability. The purpose is to account for all fire fighters, at any given time, at the emergency scene. Use of this system will provide enhanced personal safety for the individual fire fighter, and will provide the Incident Commander an improved means to track and account for all personnel.

The accountability system shall be activated at any scene that requires an SCBA, charged hoseline and special protective equipment or in which a fire fighter is at risk of becoming lost, trapped, or injured by the environment or structure. This would include entering a structure reported to be on fire and operating in close proximity to the structure during exterior operations.

Accountability

Accountability involves a personal commitment to work within the safety system at an incident.

- ▶ The Incident Commander will maintain an accurate tracking and awareness of where resources are committed at an incident through the use of the Accountability Tactical WorkBoard .
- ▶ The Incident Commander will be responsible for including accountability as a major element at the fire scene, and must consider and react to any barriers to effective accountability.
- ▶ Crews arriving on the scene should remain intact for all intents and purposes. A minimum crew size will be considered two or more members and a radio will be required.
- ▶ All crews entering an IDLH (Immediately Dangerous to Life or Health) must be supervised by a ranking individual or designated team leader.
- ▶ At least one member of a crew will have a radio.
- ▶ All crews will go in together, stay together, and come out together. Reduced visibility and increased risk will require a heightened awareness of this requirement.

Personnel Accountability Report (PAR)

A personnel accountability report (PAR) will be required for the following situations:

- ▶ Any report of a missing or trapped fire fighter (Incident Commander initiates a PAR of all crews on the scene).

MOUNTAIN BROOK FIRE DEPARTMENT

POLICY NO. 105.06 VOLUME: I PAGE: 2

- ▶ Any change from offensive to defensive mode (Incident Commander initiates a PAR of all crews at scene).
- ▶ Any sudden hazardous event at the scene (flash over, backdraft, collapse, etc) - Incident Commander initiates a PAR of all crews at the scene.
- ▶ At every 30 minutes of elapsed time.
- ▶ At a report of fire under control.

The Accountability Tactical WorkBoard will function as follows:

- ▶ The Incident Commander will setup at the most advantageous position at the scene and he or the designated accountability officer will establish the accountability process. The Accountability Tactical WorkBoard will be utilized.
- ▶ Using the Accountability Tactical WorkBoard, the Incident Commander shall monitor the status of all personnel at the scene. This will include personnel in the hot zone, in rehab or in staging.
- ▶ At major incidents or protracted incidents where the working fire protocol has been activated, the department EMS Officer may assume the responsibility of tracking crew members with the Accountability Tactical Workboard to allow the shift commander to better utilize available resources.
- ▶ All members operating at the scene will be added to the Accountability Tactical WorkBoard.

Lost/Missing Firefighter

An absent member of any crew will automatically be assumed lost or trapped until otherwise determined safe. Company officers must immediately report any absent members to the Incident Commander. The Incident Commander will call for an immediate PAR of all companies at the emergency scene. Simultaneously with these actions, the Incident Commander must adjust on-scene strategies to a priority search and rescue effort.

PARs Procedure - The Incident Commander will announce "All units stand-by for PARs". A request will then be requested from the Incident Commander for each individual group to report status of PARs. Only when requested will that group report. When reporting, the group leader (senior person in group) will state location and accountability status.

Example:

Incident Command: "Command to all units standby for PARs. 11 (one-one) report status."

Engine 1's LT: "11 (one-one) to Command, third floor, all accounted for".

Incident Command: Command received. Command to 32 (three-two) report status".

Engine 3's AO: "32 (three-two) to Command, first floor, missing FF Smith (name of missing FF)". This allows all individuals on the scene to be aware of who is missing and last know location.

MOUNTAIN BROOK FIRE DEPARTMENT

POLICY NO. 105.06 VOLUME: I PAGE: 3

Terminating the Accountability System

The Accountability System will be maintained until the Incident Commander determines that the IDLH has been eliminated, making it unnecessary for the Accountability Tactical WorkBoard system.