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| ***REPLACE WITH YOUR MASTHEAD*** |
| **VFIS logo black JPG** | **SOG Title:** |
| **SOG Number:** |
| **Original Date:** | **Revision Date:** |
| **ABC Fire Department General Operating Guideline** |

**Incident Management**

***This is a sample of a standard operating guideline (SOG) on this topic. You should review the content, modify as appropriate for your organization, have it reviewed by your leadership team and if appropriate your legal counsel. Once adopted, make sure the SOG is communicated to members, implemented and performance monitored for effective implementation.***

**Purpose:**

To satisfy the assignment of the \_\_\_\_\_\_\_\_\_\_\_ Fire Department in a most proficient method, a structure of incident management must be established. The Hazardous Material Standard Operating Guideline will be the foundation for all operations and additional alterations and/or corrections will be implemented as necessary.

**Procedure:**

**Responsibilities and Structure**

* Management of a hazardous materials incident is the responsibility incident commander.
* It is the incident commanders responsibility to comply with the procedures defined in this guideline.
* the incident commander structure will be followed as described in the incident command System S.O.G.
	+ Immediately and safely as possible, the incident commander shall attempt to identify all hazardous materials and conditions that exist using all methods available.
	+ The incident commander shall commence appropriate emergency operations to control the situation based on the conditions and materials present.
	+ If resources are inadequate or not present, the incident commander shall order the next level of response.
* The incident commander shall ensure the following:
	+ At minimum, full protective clothing, including positive pressure SCBA is worn at all times when exposure is present.
	+ That all PPE is appropriate for the hazards or conditions that exist.
	+ Order additional levels of protection or special PPE when required.
	+ That protection level is decreased only after adequate monitoring has determined the incident safe.
* At all Level II and III emergencies, the incident commander shall assure that when emergency personnel enter the hazardous (hot zone) area that:
	+ The number of personnel operating in the area is limited to the minimum required to accomplish the objective.
	+ The “buddy system” is utilized when performing operations.
* Under no circumstances shall a single individual enter a high hazard area.
	+ A rapid intervention team protected at the same level as entry personnel shall stand by to provide rescue or assistance.
	+ An ambulance should be on standby to provide emergency medical care as required for each entry team.
* At all Level II and III emergencies, a safety officer shall be designated. The safety officer will report directly to the incident commander and have the authority to suspend, alter or terminate operations that pose an immediate threat to the life and health of emergency personnel performing those operations. Whenever possible, the safety officer will notify the incident commander of any unsafe procedure or operation.
	+ The safety officer must be a certified safety officer and trained to the minimum of first responder operational level
* the incident commander shall work in conjunction with the safety officer to assure that

***This is a sample guideline furnished to you by VFIS. Your organization should review this guideline and make the necessary modifications to meet your organization’s needs. The intent of this guideline is to assist you in reducing exposure to the risk of injury, harm or damage to personnel, property and the general public. For additional information on this topic, contact your VFIS Risk Control representative.***

**References:**

West Redding (CT) VFD – GOG 8-OHM-802 Developed/Revised/Reviewed by VFIS ETC