

**STANDARDS ADOPTED BY THE BUCKS  
COUNTY FIRE CHIEFS'AND FIREFIGHTERS'  
ASSOCIATION**

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**RECOMMENDED STANDARD OPERATING PROCEDURES**

***Emergency Evacuation Signal for Firefighting Personnel***

**General:**

Emergency conditions such as imminent building collapse shall require rapid evacuation of fire/emergency personnel from a building or area. This procedure provides a standard method by which such orders can be communicated to all emergency personnel.

**Definitions:**

1. Committed personnel shall be those attached to apparatus which is close enough to have equipment in service in the building or area of imminent danger.
2. Non-committed personnel shall be those personnel attached to apparatus which is not located close enough to have equipment in service in the building.

**Specific:**

Fireground command (FGC) decides to evacuate. Orders are radioed to "Evacuate the fire building." The operators or all apparatus close enough to have equipment in service in the building **SHALL RESPOND BY ISSUING A 20 – 30 SECOND BLAST OF THE AIR OR STANDARDHORNS**. The horns shall be activated in one continuous blast so as not to be confused with the normal sounds of additional arriving companies. Upon termination of the air horns, the FCG should announce to the Bucks County Communications Center a location where all non-committed personnel should meet after evacuating. Committed personnel shall report back to the irrespective apparatus. The dispatcher will then repeat the order on all frequencies in use on the fire-ground as well as the Dispatch Band. All committed personnel shall be accounted for by apparatus to FGC or the officer designated this assignment. Non-committed personnel shall be accounted for at the evacuation meeting place by the senior officer of each department at that location. FGC will notify County Radio when all personnel are accounted for.

**Adopted by Bucks County Fire Chief's Assoc.: 3/18/85**

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**RECOMMENDED STANDARD OPERATING PROCEDURES**

***Guidelines for a Good Face to Face-piece Seal***

**General:**

Interior firefighting, ventilation work, transportation fires and hazardous materials incident require extra caution in ensuring a good seal between the face of the firefighter and his breathing apparatus face-piece.

**Specific:**

In accordance with Nationally Recognized Good Practice, firefighters having or wearing beards, sideburns, facial hair, or any other condition which may prevent or interfere with providing a good seal between the firefighter's face and the Face-piece of his breathing apparatus should not participate in any portion of an emergency incident or training exercise involving entry into a hazardous (or potentially hazardous) environment which requires the use of breathing apparatus.

**Adopted by Bucks County Fire Chief's Assoc.: 10/15/84**

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**RECOMMENDED STANDARD OPERATING PROCEDURE**

***Positive Pressure Breathing Apparatus***

**General:**

Some types of breathing apparatus will allow a pressure below atmospheric to occur in the mask during inhalation. An imperfect seal between the face of the wearer and the face-piece will allow substantial contamination to enter the facemask while this negative pressure differential exists.

**Definitions:**

1. Demand Breathing Apparatus shall be any unit designed to maintain atmospheric pressure inside the face-piece
2. Positive Pressure Breathing Apparatus shall be any unit designed to maintain a small positive pressure differential inside the face-piece. Air is supplied as soon as the reserve positive pressure starts to drop due to any leak or inhalation. In this way, a positive pressure is always maintained in the mask.

**Specific:**

In accordance with Nationally Recognized Good Practice, only positive pressure breathing apparatus shall be used for fire-fighting operations in any hazardous environment.

**Adopted by Bucks County Fire Chief's Assoc.: 7/15/85**

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**RECOMMENDED STANDARD OPERATING PROCEDURE**

***Helmet Markings for Non-interior Firefighting Personnel***

**General:**

Certain firefighters cannot be permitted for various reasons to enter into or onto structures involved in fire or other hazardous situations. Such members shall be designated by country-wide standard helmet markings to ease the identification of such non-interior type personnel.

**Definitions:**

1. Junior Firefighters shall be those personnel who are under the age of 18, as specified by the laws governing child welfare for the state of Pennsylvania.
2. Uniform Helmet Markings shall consist of 1" wide reflective red strips running front to back and from side to side, as necessary to be seen from all angles of view, as in the accompanying figures.

**Specific:**

Personnel not permitted in or immediately around burning buildings or other hazardous areas for any of the following reasons shall be so designated with uniform helmet markings as defined above.

- a. Junior firefighters as defined above.
- b. Any firefighter unqualified or untrained in the use of breathing apparatus and interior operations.
- c. Persons physically or otherwise un-capable of performing the tasks normally associated with this hazardous duty.

Furthermore, it shall be the obligation of any firefighter or fire officer who observes personnel so designated entering or operating in such a hazardous area, regardless of jurisdictional considerations, to remove those personnel from the hazardous area through whatever actions are required.

**Adopted by Bucks County Fire Chief's Assoc.: 11/16/80**

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**RECOMMENDED STANDARD OPERATING PROCEDURE**

***Junior Firefighters at Mutual Aid Incidents***

**General:**

There are several overriding factors governing the legal use of junior firefighters for actual firefighting operations, as are specified by Pennsylvania child labor laws. The Bucks County Fire Chiefs Association recommends that all junior firefighters be restricted to duty that is within the boundaries of their own fire department's first alarm area.

**Definitions:**

Junior firefighters shall be defined as those firefighters who are under the legal age of eighteen, as determined in the laws governing child welfare for the Commonwealth of Pennsylvania.

**Specific:**

It shall be the responsibility of each fire department officer and firefighter to make sure that junior firefighters, as defined above, under their jurisdiction, do not respond to or otherwise participate in firefighting or other emergency duties except in the primary coverage area for which that junior firefighter's company is responsible.

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**RECOMMENDED STANDARD OPERATING PROCEDURE**

***Personal Accountability***

Accountability is directly related to supervision. It is the responsibility of all Company Officers, Sector Officers and Command to maintain a level of supervision that accounts for the location and function of all personnel at every incident.

**EMERGENCY INCIDENT ACCOUNTABILITY**

All crews and crewmembers shall be supervised by a Company, Sector or Command Officer.

All crew leaders or sector officers or other personnel assigned to incident duties should have a radio for communication with Command.

All crews working within a hazardous area shall utilize at least a two-person buddy system.

All PASS devices must be turned to the "on" position when operating on the fire ground. Should a firefighter become lost or injured, he/she shall immediately turn the PASS device to the "distress" position to sound the alarm.

**ACCOUNTABILITY SYSTEM**

***Firefighter ID Tag***

All firefighters shall have at least two (2) removable Accountability ID tags and one (1) tag that stays on the gear.

Those firefighters that have been issued two (2) ID tags must include a name, station number and County on all tags.

***Unit Collection Ring***

Each piece of apparatus shall carry a Unit Collector Ring, which shall consist of a large metal ring with a vehicle ID tag attached to it (i.e. E-57).

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**Section#: 1.6**

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**RECOMMENDED STANDARD OPERATING PROCEDURE**

***Personal Accountability (continued)***

LEVEL 1 ACCOUNTABILITY

The purpose of Level 1 Accountability is to establish a primary method of accounting for all personnel on the fire ground.

A Level 1 Accountability System shall be implemented on every incident, regardless of its size or nature.

Level 1 Accountability consists of the following:

- Upon boarding the apparatus, all personnel shall remove his/her first laminated ID tag and place it on the apparatus in the position determined by his/her fire department.
- Level 1 Accountability remains in effect until the apparatus is released and returning to station or until the Incident Commander determines that Level 2 Accountability is necessary.

LEVEL 2 ACCOUNTABILITY

The purpose of level 2 accountability is to establish a comprehensive method of accounting for all personnel on the fire ground. Level 2 Accountability organizes personnel in “companies” and discourages “freelancing”.

Level 2 Accountability consists of the following:

- The incident commander initiates Level 2 Accountability when he/she determines that hazardous conditions exist at the incident scene or that hazardous conditions are imminent. We recommend that Level 2 Accountability be initiated under these hazardous conditions which shall be defined as, but not limited to: severe fire conditions, possible building collapse, hazardous materials. Confined space emergencies, trench rescue, water rescue, explosion, six pieces of apparatus, etc.
- Upon activation of Level 2 Accountability, the driver/operator of each apparatus will collect his/her crewmembers' ID tags and place them on the Unit Collector Ring. To insure standardization, the Unit Collector Ring shall then be placed on the apparatus turn signal handle for collection if needed.
- Upon arrival on scene of any apparatus supplying personnel to operate in the hazardous area of the incident, the officer will report with the collection ring to the designated accountability area (i.e. IC, Accountability Officer, Staging Officer, First Arriving Unit, etc.). If Level

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2 Accountability has not been initiated before an evacuation, it shall be initiated immediately after an evacuation.

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**RECOMMENDED STANDARD OPERATING PROCEDURE**

***Personal Accountability (continued)***

- Personnel reporting to the scene in private vehicles shall report to the Command Post for an assignment and shall be “checked in” to the accountability system. This process will discourage “freelancing”, improve safety, and aid in tracking and identification of all personnel operating at the scene and in staging.
- Firefighting accountability is an ongoing process. Sector Officers shall keep the Accountability Officer apprised of any and all personnel changes as well as changes in unit status or assignment. The Accountability Officer shall brief the Incident Commander periodically on personnel status. Upon leaving the hazardous conditions area, the Unit Officer will insure that the crewmembers tags are collected from the Accountability Officer and that the Unit is cleared from the Binder. The ID tags will be taken to the Rehabilitation Area for use by EMS.

Level 2 Two-Tag System

- Crewmembers tags are given to the Accountability Officer. The Accountability Binder may be used with a bucket or any device that will hold the tags. The Accountability Officer will then activate the Accountability Binder by logging the Unit ID Number, Unit Location and Unit Function. If more than one entry point, additional Accountability Officers may be needed to insure proper tracking of units.
- The second tag goes to the Accountability Officer before the firefighter enters the hazardous area. The Accountability Officer will become a gatekeeper – you can only enter once you have given your tag to the Accountability Officer.

**NOTE:**

It will be the responsibility of individual firefighters and other personnel at the incident site to keep their supervisors informed of their activities and whereabouts. Freelancing of activities will not be permitted and can lead to injury and death of the firefighter and others. Freelancing is defined as individual activities carried out independently of direct or indirect orders from the Incident Command or Sector Officers.

All Firefighters must report back to their apparatus during an evacuation.

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**RECOMMENDED STANDARD OPERATING PROCEDURE**

***Use of Personal Alert Safety Systems***

**General:**

Recognizing that firefighter safety is a top priority and that NFPA 1500 is the accepted standard for Firefighter Occupational Safety and Health Programs, Personal Alert Safety Systems shall be provided by the Fire Department for use by all members involved in the rescue, firefighting, or other hazardous duties as specified in NFPA 1500, Section 5-4.

**Definitions:**

PASS – A Personal Alert Safety System is a device designed to be worn by the firefighter which will detect and announce that the firefighter is in trouble. To meet the intent of this definition, the device must be fully compliant with NFPA 1982, “Standard on Personal Alert Safety Systems for Firefighters.”

SEARCH SECTOR OFFICER – Shall establish and maintain control over the firefighter rescue operation by (1) implementing a systematic search technique and (2) obtaining proper staffing for the size of the task.

**Specific:**

1. Recognizing that firefighters can become disabled many ways, it is recommended that PASS devices be worn and armed by all members anytime they are involved in fire suppression activities, whether or not SCBA is being worn.
2. In accordance with NFPA 1500, Section 5-4.1, the fire department must take steps to see that all PASS devices are tested at least weekly and before each use, using a method recommended by the Manufacturer.
3. The Incident Command System (ICS) shall be used by all personnel throughout the entire incident, as well as during firefighter rescue operations.
4. In the event of a Pass activation indicating a downed firefighter, any firefighter hearing the activation shall immediately notify their company or sector officer. The firefighter should then attempt to confirm that a firefighter is actually down, while maintaining all basic firefighting safety procedures.
5. The Company or Sector Officer shall report the PASS activation to the incident Commander (Command) as soon as possible, giving all pertinent information such as the area of the activation and the local conditions.

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**RECOMMENDED STANDARD OPERATING PROCEDURE**

*Use of Personal Alert Safety System (continued)*

6. Command shall then notify the Bucks County Communications Center of the PASS activation, giving a full situation report as appropriate. The Bucks County Communications Center shall respond by determining if a separate frequency is available which can be assigned to Search Sector operations. If at all possible, the initial frequency being used by the firefighters in the area of the activation should be cleared for priority traffic by the Bucks County Communications Center and monitored by both the communications center and the Search Sector Officer (or his designee) in the event that the personnel in trouble can still communicate.
7. Those companies assigned to attacking the fire should continue fire containment or extinguishment as appropriate for the best protection of all fire personnel.
8. If appropriate, Command shall establish a Search Sector to locate and remove the downed firefighter (s). While the search is in progress, Command should review fire-ground conditions and decide if additional resources are required for fire suppression, rescue operations, or Emergency Medical Services.
9. Upon locating a downed firefighter, the search team shall immediately turn off the activated pass device. Local conditions and the victim's injuries should be considered before the victim is removed.

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**RECOMMENDED STANDARD OPERATING PROCEDURE**

***Mayday and "PAR"***

**Mayday:** A nationally accepted term used when emergency services personnel are in trouble. This term will be used when a firefighter(s) find themselves in any of the following situations;

- Low on Air
- Lost in the Building
- Trapped
- Injured
- Overtaken by Fire Conditions

This term will be used instead of "priority" because to the IC, the "priority" term can be used in too many different conditions and to insure that a "downed" firefighter's message will take precedence. The term "mayday" has been nationally accepted by the fire service.

**PAR:** This term will be used if and when immediate fire ground accountability has to be undertaken. PAR means Personal Accountability Report and would be used to insure quick and thorough accountability. In addition, when firefighter accountability is instituted at the scene of an emergency, it is done the following way in all parts of the country.

**Level I Accountability**

When IC determines that accountability must be performed, firefighters will return to the apparatus they responded on. If their apparatus is inaccessible, then returning to the OIC will be acceptable. The following dialogue is an example of how accountability checks will be reported to the IC over the county radio system.

- Command to Engine 57
- Engine 57
- Engine 57 do you have PAR?
- Engine 57 has PAR

**Level II Accountability**

In situations where the IC has determined that firefighter accountability is in question or needs to be structured, they will establish "Level II" accountability. In "Level II" accountability, firefighter will report to that sector's accountability officer or established accountability sector and then the accountability officer or sector will report the findings to the IC as noted above.

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**RECOMMENDED STANDARD OPERATING PROCEDURE**

***“RIT” Assist and Search Teams***

*Introduction:*

This standard operating procedure defines the concepts and guidelines for the incorporation of a Rapid Intervention team (RIT) into the overall incident scene management plan.

This recommended standard operating procedure defines the KIT concept, outlines the requirements for a unit intending to fulfill the role of a PIT, and discusses procedures regarding the dispatch, staging, operation and management of a RIT.

*Scope*

This recommended standard operating procedure applies to all units that respond as a RIT to fire and/or rescue incidents within Bucks County. This recommended standard Operating Procedure also applies to all units fulfilling the RIT role while operating at fire and/or rescue incidents within Bucks County.

*Definitions:*

Rapid Intervention Team (KIT) shall consist of 4 to 6 highly skilled and experienced firefighters equipped and ready to assist firefighters in trouble at a working emergency.

*RIT Requirements*

1. Team Members Each KIT Team shall have 4 to 6 highly skilled and experienced firefighters (certified Firefighter I who has completed I 6hours KIT training) who have demonstrated their knowledge and skills in fire suppression and rescue (in general and in the following fields in particular:
  - a) SCBA Proficiency
  - b) Ability to use and operate hand and power tools associated with Fire and Rescue Operations
2. Officer Each JUT Team shall have a minimum of one (I) tactical officer ranked equivalent to Lieutenant or higher. This officer shall be the ‘ of the KIT. The normal chain of command shall be as follows; IC— Operations Chief—> RIT Sector— BIT Leader. If either “Operations Chief” or RIT Sector are not appointed, each one’s duties fall to the next highest level as specified if available.

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**RECOMMENDED STANDARD OPERATING PROCEDURE**

***“RIT” Assist and Search Teams (continued)***

3. Chain of Command: The normal chain of command shall be as follows: IC—Operations Chief— R Sector— RIT Leader. If either “Operations Chief” or RIT Sector is not appointed, each one’s duties fall to the next highest level as specified.
4. There shall be no junior firefighters in a KIT.
5. SCBA Each RIT team member shall have a full complement of Personal Protective Equipment (PPE) with Self Contained Breathing Apparatus (SBCA) and a Personal Alert Safety System (PASS).
6. Portable Radio Minimum 2 - Recommended: 1 per team member

Dispatch:

1. Within approximately 5 minutes of confirmation of a working structural fire, the Bucks County Fire/ Rescue Communications Center (Comm Center) shall contact the Incident Commander ( to determine if a RIT should be dispatched
2. RIT shall automatically be dispatched by the Comm Center upon confirmation of any of the following conditions:
  - My time the IC has requested one
  - Incidents involving firefighters in confined spaces
  - Incidents with extraordinary or unusual risks to personnel, at the discretion of the Comm Center dispatchers
  - When a JUT team goes in service, one will be called to replace it
3. When dispatching the unit to respond, the Comm Center shall announce that the dispatched unit is to operate as a RIT unit

Response & Staging:

1. The RIT unit shall respond using its normal radio identifier. When acknowledging this response, the Comm Center shall advise the responding unit that it is the RIT unit for the assignment.
2. The RIT shall stage in the area of the command post, unless otherwise specified by the IC.
3. The Team Leader for the RIT shall report to the IC immediately upon arrival at the incident. The Team Leader for the RIT should remain in direct verbal contact with the IC until released or needed for service.

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**RECOMMENDED STANDARD OPERATING PROCEDURE**

***“RIT” Assist and Search Teams (continued)***

Operations:

1. The RIT officer will report to the IC and the crew will stage near the Command Post (CP) and the IC will also be given a Personnel Accountability Report of the RIT. At this point, the officer of the team will be designated as the RIT group. In cases where there is more than one team, the RIT will be assigned numbers, i.e., RIT Group 2, etc.
2. The RIT team members should remain together at the position specified by the RIT leader throughout the emergency
3. The mission of the RIT is to 1) be in constant verbal or visual contact with the IC throughout the emergency portion of the incident and 2) maintain peak readiness throughout, so as to be able to act immediately and decisively in locating and removing lost, disabled or entrapped firefighting personnel if required.
4. If the RIT is activated, they will use the additional fire ground channel or other designated frequency available to communicate. This frequency shall be used by the team only, unless they have radio contact with a do firefighter(s). In this case, the IC will move all fire ground communications to the other channel so as not to impede the communications between the RIT and the downed firefighter(s).
5. The RIT shall be assigned and operate as a unit at all times, or multiple units, i.e. two (2) crews of 3 or three (3) crews of 2
6. The RIT shall not be used for routine emergency operations unless it is replaced with another RIT, or the incident has been declared under control by the IC (and risks to firefighters minimized)
7. The RIT Team Leader shall be ready and wilting to abort or back out if the mission becomes unachievable or too unsafe.
8. The RIT officer will notify the IC of the team's location and from where they will be removing the downed firefighter to so the IC can notify the on-scene EMS unit.
9. The RIT officer shall give the IC continual progress reports during the rescue phase.
10. The RIT will verify that portable ladders have been raised to the building to insure multiple egress and entry paths for rescue. If additional equipment or devices are needed, the RIT officer will contact the IC.
11. After a rescue, exhaustion of two 30-minute bottles or equivalent the firefighter(s) will be required to proceed to Rehab.

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**RECOMMENDED STANDARD OPERATING PROCEDURE**

***“RIT” Assist and Search Teams (continued)***

12. The RIT will remove or disable security hardware from doors and windows so as not to hamper firefighter self-extrication or delay access or egress of the RIT.
13. If the incident escalates to multiple alarms, the fire building is very large, or in cases of limited access, the B officer will advise the IC to dispatch a second RIT.
14. If the RIT is activated, the IC will advise the county dispatcher to establish a 15-minute benchmarks and request incident progress reports at those intervals.
15. In cases where RIT needs additional equipment, it will be confiscated off of other apparatus on the incident scene for the duration of the incident.
16. Tools/equipment at the staging area for the rIT shall only be used by those members of the RIT unless otherwise directed.

*Management and Communications:*

1. The RIT shall observe all reasonable and customary safety precautions as necessary to insure the safety of the team members. No team member shall act recklessly or freelance. The RIT team, as a whole, shall not freelance. It is part of the overall operations and should always coordinate its operations with operations and IC.
2. The RIT shall operate on a separate radio frequency from operations (preferred Fire-ground 2) if the team has more than I radio. The RIT Team Leader shall also maintain radio contact with the IC.
3. When the RIT is ordered to deploy (i.e., go into action), emergency radio procedures shall limit radio traffic to “emergency traffic only”.
4. Once the RIT is operating, (from a strategic point of view) the targeted rescue shall be the primary objective until completed or terminated for safety or other reasons.
5. While the RIT is in service, the Safety Officer shall be responsible for monitoring the length of time the RIT is in the building.
6. The RIT tam Leader shall coordinate team relief through the IC as necessary. Both mental and physical readiness must be considered when scheduling RIT relief

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**RECOMMENDED STANDARD OPERATING PROCEDURE  
"RIT" Assist and Search Teams (continued)**

RIT Checklist

Minimum Requirements

- Report to IC
- Turn in Personal Accounting Tags to IC
- Tools and Equipment
  - Thermal Imager
  - Full PPE, SCBA and PASS
  - 2 Portable Radios
  - Spare SCBA (all sizes in use on scene) – minimum 2 each
  - Forcible entry tools (striking and prying), set of irons
  - Circular and chain saws with appropriate blades
  - Two (2) 50' ropes
  - 8 lb. sledgehammer
  - Pressurized Water Extinguisher
  - Hand-light – 1 per firefighter
- Scene Size-up (360 of building)
  - Points of entry & egress
  - Fire/hot zone locations
  - Firefighting/rescue operations in progress or pending
  - Hazards in and around the area
  - Additional resources likely to be needed
- Monitor Communications and Observe Operations to determine;
  - Location of available ground and aerial ladders (all sides)
  - Location of available hose lines
  - Location of available EMS personnel and resources
  - Initial size-up information, including environment, nature of the incident, occupancy and resources
  - General job assignments for each team member in case called upon to make a rescue
  - Proper placement of the RIT apparatus (or other apparatus) that the team is likely to need during an emergency deployment
- Determine secondary route or means of egress
- Determine readiness and location of available serial apparatus likely to be needed
- Assist IC if possible (communications, hazard assessment, etc)
- Stay together and be ready at all times

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- Release or deployed only by orders from IC

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**RECOMMENDED STANDARD OPERATING PROCEDURE**

***“RIT” Assist and Search Teams (continued)***

*Recommended Tool Requirements*

- Search Rope, minimum 150 feet
- Ladder, belts, rescue lifelines as necessary
- Stokes or equivalent
- Rabbit tool or equivalent
- Hydraulic Tools
- Rope Ladders
- Rope and rigging equipment
- Concrete saws
- Sawzalls
- High-rise pack if necessary
- Thermal Imager
- High-rise bag
- Roof Saw (gas powered)

**Adopted by Bucks County Fire Chief's Assoc.: 1/20/03**

**Section#: 1.9**

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**Rev. Date: - -**

**STANDARDS ADOPTED BY THE BUCKS  
COUNTY FIRE CHIEFS' AND FIREFIGHTERS'  
ASSOCIATION**

**RECOMMENDED STANDARD OPERATING PROCEDURE**

***Standard Hose Coupling Specifications***

**General:**

Making hose connections can be a key operation that is critical to delivering water on a fire. In order for a second or third alarm company to be able to tie into a local hose line with the same efficiency as would a local company, standard hose coupling types and sizes should be specified, purchased and used all over the county, not just within local jurisdictions.

**Specific:**

The following guidelines shall be followed whenever possible in the selection of hose couplings for use in the Bucks County area.

1. If for any reason the coupling sizes/styles listed in table 2.1.1 below cannot be carried because of special circumstances, a reasonable attempt should be made to obtain and carry the necessary adapters so that the non-standard couplings can present a hose interface that meets the applicable standard hose coupling as specified in table 2.1.1.
2. When adapters must be carried as an alternative to this standard, good and sufficient quantity should be purchased and carried on each piece of apparatus so that each one can operate independently with task forces of apparatus from other fire departments.

*TABLE 2.1.1 Standard Coupling Sizes for Common Hoses*

<u>Hose Dia. (inches)</u>	<u>Coup. Dia.</u>	<u>Style</u>
1 ½	1 ½	NST
1 ¾	1 ½	NST
2	1 ½	NST
2 ½	2 ½	NST
3	3	NST
3 ½	3	NST
4	4	STORTZ ¼ TURN
5	5	STORTZ ¼ TURN

**Adopted by Bucks County Fire Chief's Assoc.: 4/83**

**Section#: 2.1**

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**STANDARDS ADOPTED BY THE BUCKS  
COUNTY FIRE CHIEFS' AND FIREFIGHTERS'  
ASSOCIATION**

**RECOMMENDED STANDARD OPERATING PROCEDURE**

***Tanker Task Force***

**General:**

Many areas of Bucks County are not served by fire hydrants. Frequently the water supply plans for Fire Departments covering these areas utilize the TANKER TASK FORCE (TTF) concept. The incident command system readily groups apparatus, manpower and equipment together under a single officer and treats that collection as a single resource for purposes of emergency scene management. The TTF is one use for this management concept. This SOP defines the TTF and related terminology and provides basic guidelines for the dispatch of a TTF.

**Definitions:**

**Large Diameter Hose (LDH)** shall be any portable hose with an inside diameter of four inches or larger which is designed and constructed to be compliant with the National Fire Protection Association "Standard on Fire Hose", NFPA 1961. Couplings shall be in accordance with Bucks County Fire Chiefs Association Recommended Standard Operating Procedure "Standard Hose Coupling Specifications", BCFCA 2.1.

**LDH Engine** shall be a class A pumper capable of pumping a minimum of 1000 GPM which is Equipped with at least 1000 feet of LDH.

**Tanker** shall be defined as a fire department motorized apparatus which is primarily designed and operated to carry water from a remote fill site to an emergency scene via public and private roadways. Minimum capacity shall be 1500 gallons. Additionally, it is recommended that tankers be designed and constructed so as to permit:

- a). The tanker to discharge (dump) water at a rate not less than one Thousand gallons per minute (1000 GPM).
- b). The tanker to accept (fill) water at an average rate not less than one thousand gallons per minute (1000 GPM).

**Tanker Task Force (TTF)** shall be referred to as a collection of apparatus, manpower and equipment which is requested, dispatched and operated as a coordinated sub-system of the incident management structure. The TTF is designed to be a component of the incident commander's water supply plan.

**Specific:**

1. A TTF shall consist of five tankers and two LDH Engine companies.
2. The apparatus, manpower and equipment in a TTF shall be dispatched in addition to any other equipment due on the assignment. Single resources already due on the assignment may be used to supplement

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the water supply operation but shall not be considered as part of the compliment of companies to be dispatched in order to make up the TTF.

**RECOMMENDED STANDARD OPERATING PROCEDURE**

***Tanker Task Force (continued)***

3. In accordance with nationally recognized good practice for Incident Command, a TTF will observe UNITY OF COMMAND, with all companies in the TTF reporting to a single leader. Unless other-wise specified by the Incident Commander, the officer of the first responding engine company comprising the TTF shall maintain command of the TTF until a replacement is appointed by the Water Supply Officer, Operations Section Chief or Incident Commander.

**Adopted by Bucks County Fire Chief's Assoc.: 11/18/91**

**Section#: 2.2                      Rev. #:    - -                      Rev. Date: - -**

**STANDARDS ADOPTED BY THE BUCKS  
COUNTY FIRE CHIEFS' AND FIREFIGHTERS'  
ASSOCIATION**

**RECOMMENDED STANDARD OPERATING PROCEDURE**

***Standard Electrical Connections***

**General:**

Saws, smoke ejectors, lamps and other important equipment on the fire-ground depend entirely on their electrical connections for operating power. Safety and convenience dictate that some rational standard fixtures be chosen to eliminate the need for carrying extensive supplies of adapters with every appliance so that plug compatibility with other fire departments exists.

**Definitions:**

**NEC.** For purposes of this standard shall refer to the 1984 National Electrical Code (The National Fire Protection Association's NFPA 70-1984).

**Premises wiring system.** See definition in NEC Article 100 (definitions).

**Specific:**

1. For normal fire-ground applications, the standard cord shall be SO grad, 3 conductor, (#12 gauge) with a jacket colored for high visibility, such as yellow.
2. Standard connections for existing equipment shall be minimum 15 Amp capacity at 120 VAC. The connector styles are L5-15 (R or P suffix for receptacle or plug), which are a 3-prong twist configuration.
3. All new equipment to be purchased shall be compatible with the 3-prong twist 20 Amp (120 VAC) style L5-20 (R or P suffix). Every fire department should be able to provide adapters to L5-20 if nonstandard equipment is carried.
4. a. In accordance with NEC Article 250-6 (1) and (b), portable and vehicle-mounted generators do not normally have to be earth grounded. However, the Code does require the frame of the generator to be bonded to the vehicle frame in mobile installations. Furthermore, when connecting vehicle-mounted or portable generators to "premises wiring systems", the NEC provisions of 250-5 (d) for "separately derived systems" might apply. If so, a grounding electrode must be provided in accordance with NEC 250-26, (and those sections subsequently referenced).
- b. Above and beyond NEC 250-6, the standard of this Association recommends the earth grounding of the frames of all portable generators and the vehicle/generator frame of all vehicle-mounted generators with a capacity of 7,5000 Watts or greater before operations commence.

**Adopted by Bucks County Fire Chief's Assoc.: 5/19/86**

**Section#: 3.1**

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**STANDARDS ADOPTED BY THE BUCKS  
COUNTY FIRE CHIEFS' AND FIREFIGHTERS'  
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**RECOMMENDED STANDARD OPERATING PROCEDURE**

***Standard Electrical Connections (continued)***

**Specific (continued):**

- (1) The grounding electrode shall be fashioned of a suitable material and shall be at least 5/8" in diameter (reference NEC 250-83 (C) (2) and 36" long.
- (2) Portions of the rod which must be driven into the earth shall not be painted, enameled, or otherwise finished so as to impede the grounding process. Portions of the grounding conductor and rod which protrude above ground shall be plainly and visibly marked with a water resistant, rugged, reflective material so as to provide visibility under all lighting conditions.
- (3) The grounding electrode shall be driven sufficiently deep so as to achieve 24" of earth-contact and a total maximum frame-to-earth resist of 25 Ohms (reference NEC 250-84).
- (4) Extreme caution shall be exercised to not breach or contact buried electrical, telephone, gas, cable, television, etc. services.

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**Section#: 3.1**

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**STANDARDS ADOPTED BY THE BUCKS  
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**RECOMMENDED STANDARD OPERATING PROCEDURE**

***Standardized Rubber Door Markers***

**General:**

A standard method of indicating primary and secondary searches complete and search in progress makes multiple company search and rescue assignments work smoother. This procedure shall define the use of rubber door markers for this purpose.

**Definitions:**

Primary Search shall be a quick search of an area or room. Secondary Search shall be a second or redundant and more thorough search of an area or room.

**Specific:**

Rubber door markers shall be made from rubber inner tube or purchased from a fire equipment Distributor. See Figure 4.1.1. Search in progress shall be indicated by the marker stretched over the keeper and hooked over the door knob on each side. Primary search complete shall be indicated by the marker left hanging by one end over the door knob on the outside of the searched area. Secondary search complete shall be indicated by the marker left hanging by both ends over the door knob on the outside of the searched area.

Hole diameter 1 ½" (approx.) (2 places)

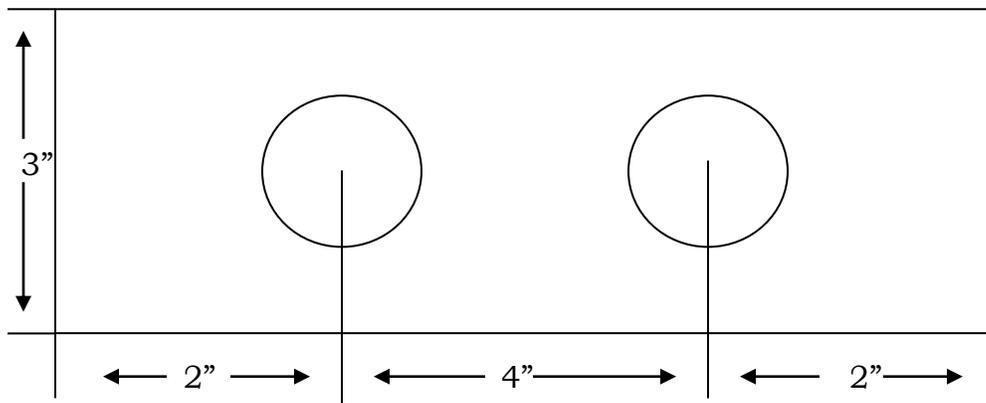


Figure 4.1.1

**Adopted by Bucks County Fire Chief's Assoc.: 4/15/78**

**Section#: 4.1**

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**STANDARDS ADOPTED BY THE BUCKS  
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ASSOCIATION**

**RECOMMENDED STANDARD OPERATING PROCEDURE**

***Automobile Rescue***

**General:**

Each branch of the emergency services has specific tasks which it must fulfill successfully before the rescue assignment can be completed safely and properly. The first priority is and must remain the preservation of life. Thorough, rigorous training and complete voluntary cooperation of all emergency services must be the standard in order to properly serve the public. Further injuries to victims must be avoided at all cost through safe approach, stabilization, victim care, removal and transport.

**Specific:**

*Dispatch:* The Bucks County Fire/EMS Center shall automatically dispatch the appropriate rescue assignment as determined by the authority having jurisdiction, under the following conditions.

1. An incident is reported involving multiple vehicles, with at least one vehicle reported in an unstable position (overturned, on its side, off the road, into a building, etc.).
2. The occupants or victims are reported to be trapped and unable to leave the vehicle.
3. Rescue or extrication is requested by police, EMS, or fire personnel at or responding to the accident scene.
4. Other circumstances deemed appropriate by the dispatcher based on information received from the complainant or other credible sources.

*Manning and Support:* The rescue assignment shall be fully manned (as deemed appropriate by the authority having jurisdiction) with qualified rescue-trained personnel who have at least demonstrated their knowledge of location and safe handling of all onboard equipment.

1. At the discretion of the officer in charge, officers responding directly to the scene can be included when determining if the rescue company is fully manned.
2. Qualified personnel shall be those personnel who have met the training requirement established by the authority having jurisdiction and in accordance with **NATIONALLY RECOGNIZED GOOD PRACTICES, PROCEDURES AND STANDARDS.**

**Adopted by Bucks County Fire Chief's Assoc.: 9/16/85**

**Section#: 4.2**

**Rev. #: - -**

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**RECOMMENDED STANDARD OPERATING PROCEDURE**

***Automobile Rescue (continued)***

*Support apparatus* shall respond in accordance with departmental guidelines.

*Recall of the Rescue Vehicle:* Recalls and reduced speed for the rescue vehicle will be subject to the following guidelines.

1. The officer in charge of the alarm, once on the scene, can recall the rescue company if, after his size-up, he has determine that no extrication is required.
2. Recalls received from agencies other than that of the officer in charge shall be acknowledged and reported to the rescue company. The officer in charge or the rescue company officer shall decide to have the rescue company either proceed in, reduce their speed, or recall.
3. Rescue personnel shall comply with EMS/police requests for a reduced speed response by adhering to the guidelines set forth by this Association in the communications center handbook, page 30.

**Adopted by Bucks County Fire Chief's Assoc.: 9/16/85**

**Section#: 4.2**

**Rev. #: - -**

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**RECOMMENDED STANDARD OPERATING PROCEDURE**

***Adoption of Competency-Based Training for Bucks County Fire School***

**General:**

Competency-based training is recognized as the best and most effective firefighter training. The following is hereby resolved.

**Specific:**

Whereas the Bucks County Fire School has provided the motivational leadership for training firefighters and fire officers from Bucks County's 65 fire companies and, whereas the Bucks County Fire School has in the past proven itself a leader in fire and rescue training, not only in Bucks County, but throughout the state of Pennsylvania and, whereas today's fire service training needs require that the leadership role continue and that a student firefighter demonstrate that he/she can perform a given firefighting skill and know why he/she is performing the task, now therefore, be it resolved that the Bucks County Fire Chief's Assoc. hereby endorses the concept of competency-based fire and rescue training courses as the recognized organizational standard for all fire and rescue related training courses offered through or conducted by the Bucks County Fire School and Bucks County Community College.

**Adopted by Bucks County Fire Chief's Assoc.: 4/19/82**

**Section#: 5.1                      Rev. #:    - -                      Rev. Date: - -**

**STANDARDS ADOPTED BY THE BUCKS  
COUNTY FIRE CHIEFS' AND FIREFIGHTERS'  
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**RECOMMENDED STANDARD OPERATING PROCEDURE**

***Certification of Professional Qualifications for the Bucks County  
Emergency Services***

**General:**

Competency-Based training is the best and most effective type of training. The following is hereby resolved.

**Specific:**

Recognizing that the Bucks County Emergency Services Training Center has provided excellence in motivational leadership for training firefighters and fire officers, and recognizing that the Bucks County Emergency Services Training Center has in the past proven itself as a leader in fire and rescue training, not only in Bucks County but throughout the Commonwealth of Pennsylvania, and recognizing that national certification of firefighters and fire officers will form the basis of fire and rescue training for the foreseeable future, and recognizing the necessity for firefighters and fire officers to demonstrate (for the safety of all Bucks County Firefighters) minimum competency in the field of emergency first aid, now therefore:

Be it resolved that the Bucks County Fire Chiefs Association hereby endorses all emergency services professional qualification certifications provided by the Pennsylvania Professional Qualifications Board as the recognized competency based tests for compliance with applicable National Fire Protection Association professional qualification standards.

**Adopted by Bucks County Fire Chief's Assoc.: 3/18/91**

**Section#: 5.2**

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**STANDARDS ADOPTED BY THE BUCKS  
COUNTY FIRE CHIEFS' AND FIREFIGHTERS'  
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**RECOMMENDED STANDARD OPERATING PROCEDURE**

***Quadrant System***

**General:**

The quadrant system is a method of referencing the sides and floor areas of a structure for purposes of sectoring and to provide a standard locational frame of reference to facilitate effective communications. It should be used keeping in mind that this standard's purpose is to simplify coordination of efforts on the fire-ground, which is one sound basis for a successful emergency scene operation.

**Specific:**

Normal structures will be assigned four sides and quadrants as in Figure 6.1.1 below. The street address side of the building is designated as Side 1. Many times this will also be the front of the structure. Quadrant A shall normally be located behind the left-hand portion of Side 1 as the building is viewed from the exterior. Sides 2 through 4 and Quadrants B through D will be assigned sequentially from Side 1 and Quadrant A, moving in a clockwise direction as viewed from the top of the structure. Exposures shall be numbered according to the designation of the side of the fire building which threatens them. When presented with odd-shaped buildings such as those with multiple wings separated by rated firewalls and doors, uninvolved wings shall be treated like any other exposure and designated appropriately. Whenever possible, buildings such as those which have ambiguity about which side should logically be called Side 1 (or those with nonstandard shapes) should have Side 1 specifically designated on the preplan and/or run maps to avoid any possible confusion.

**Adopted by Bucks County Fire Chief's Assoc.: 5/19/86**

**Section#: 6.1**

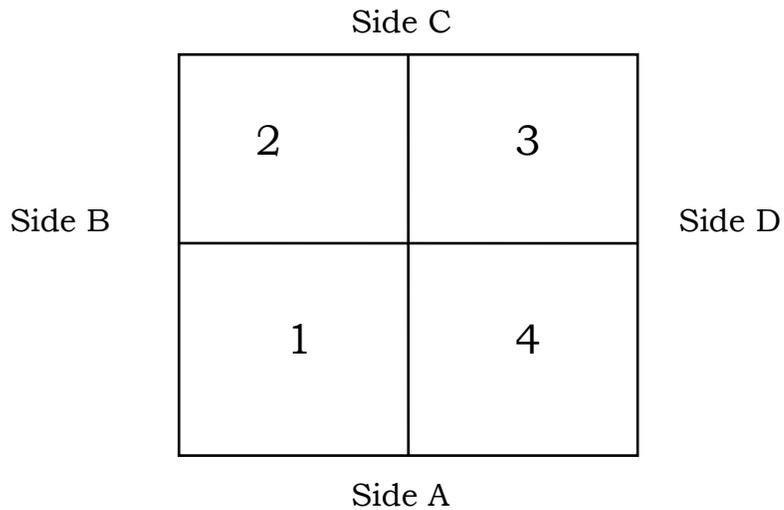
**Rev. #1**

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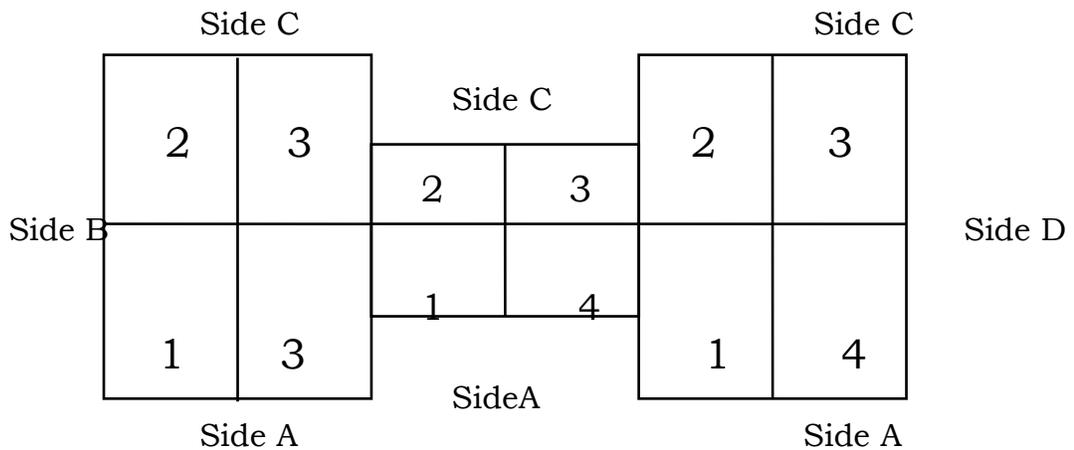
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**RECOMMENDED STANDARD OPERATING PROCEDURE  
*Quadrant System (continued)***

Figures 6.1.2 and 6.1.3 below show common variations from a rectangular design.



**FIGURE 6.1.1**



**FIGURE 6.1.2**

**STANDARDS ADOPTED BY THE BUCKS  
COUNTY FIRE CHIEFS' AND FIREFIGHTERS'  
ASSOCIATION**

**RECOMMENDED STANDARD OPERATING PROCEDURE**

***Use of the Emergency Band for Multiple Alarm Fires***

**General:**

For the FGC to remain in control of a rapidly developing situation, such as a multiple alarm fire, careful guidelines are needed in the best way to switch fire-ground operations over to the Emergency Band. Proper control of the switch-over will afford the communications center the ability to best assign frequencies to meet the county-wide emergency needs and will assure FGC the smoothest possible transition to the Emergency Band so that contact can be maintained with the maximum number of responding units during critical minutes in the incident.

**Definitions:**

FGC shall be defined as fire ground commander.

**Specific:**

Under normal circumstances, that must be determined by the communications center, the Emergency Band should be assigned to FGC upon request of a second alarm assignment. The following guidelines shall form the framework for the transition from the zone frequency to the Emergency Band.

1. Companies due on the first alarm shall respond and remain on the appropriate zone frequency until directed to switch by FGC.
2. FGC shall be prepared to designate a staging area when requesting the second alarm assignment.
3. Second alarm companies will switch their radios to the Emergency Band before responding and shall remain on that frequency, reporting to the staging area. The officer aboard the first arriving apparatus shall assume temporary command of the staging area until relieved by an officer designated by FGC.
4. The staging officer shall assume the title "Staging Officer" and will remain on the Emergency Band to communicate with FGC. It is suggested that FGC use a portable radio switched to the Emergency Band to remain in contact with the Staging Officer.
5. Once ALL companies due on the first alarm are on location and in service to FGC's satisfaction, he shall place a request to the communications center on the zone frequency, requesting that these companies be switched over. The communications center will normally comply with an announcement, indicating that the

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frequency switch is to be made by orders of FGC. Units shall acknowledge the switch once the Emergency Band.

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**RECOMMENDED STANDARD OPERATING PROCEDURE**

***Incident Command System***

**Introduction:**

The Incident Command System Operational Procedure was first developed in 1988 by the Bucks County Local Emergency Planning Committee. The draft version of the document was submitted to the BCFA (Bucks County Fire Chiefs Association) MAS (Mutual Aid and Standards) committee for review. Subsequent to some minor changes requested by the MAS committee, they sought public review and comment on the proposed standard. Following the public review period, the BCFA adopted the proposed standard by majority vote as RECOMMENDED STANDARD OPERATING PROCEDURE 6.3 on March 21, 1989. The following is that document in its entirety.

**Purpose:**

To establish a Model Command System which is documented and will provide for the uniform management of available resources during Emergency Incidents. The I.C.S. System consists of procedures for controlling personnel, facilities, equipment and communications.

**Scope:**

The Incident Command System (I.C.S.) allows for initial implementation of an Integrated Emergency Operations Management System during all Emergency Incidents. The system is designed to begin developing from the time the incident occurs until the requirement for scene management and operations no longer exists. The structure of the I.C.S. can be established and expanded upon, depending on the changing conditions of the incident. The I.C.S. allows for the orderly transition of command and command functions. The I.C.S. is intended to be staffed and operated by qualified personnel from any Emergency Service Agency and may involve personnel from a variety of Agencies or Organizations.

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**RECOMMENDED STANDARD OPERATING PROCEDURE**

***Incident Command System (continued)***

**I. IMPLEMENTING THE INCIDENT COMMAND SYSTEM**

- A. The I.C.S. should be utilized during any Emergency Incident.
- B. When an incident is encountered, the Incident Commander (I.C.) should designate and staff a Command Post for the incident. In addition, the I.C. should designate a staging area and designate a Staging Sector Officer. The County Emergency Services Communications Center will be advised of the specific location of the Command Post and staging area by the Incident Commander (I.C.) as soon as practical after their designation. The command Post shall be conspicuously marked and easily identifiable by use of a green light which is easily visible.
- C. The Incident Commander should select a strategic location for the Command Post that has an adequate means of communications, is in reasonable proximity to the incident, is identified and assessable and affords the maximum possible safety to those individuals who must coordinate and manage the incident.
- D. The location of the Command Post shall be announced by the County Emergency Communications Center and the Incident Commander identified as \_\_\_\_\_ Command. The Designation of \_\_\_\_\_ Command shall not change for the duration of the incident. An identifier to denote \_\_\_\_\_ Command shall be utilized to avoid confusion. When multiple incidents are in progress; the County Emergency Communications Dispatcher will designate the Command identifier to avoid confusion.

**Example:** An incident: Deputy 2 on location with a large three story dwelling, heavy fire on the second floor, Deputy 2 establishing West Street Command, Side 1.

Communications: Attention all companies responding on tactical Box/Box \_\_\_\_\_, Deputy 2 is on location with a large three story dwelling, heavy fire on the second floor establishing West Street Command, Side 1.

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**RECOMMENDED STANDARD OPERATING PROCEDURE**

***Incident Command System (continued)***

- E. The Incident Commander will be responsible for the overall management of the incident including the development and implementation of strategic decisions. The Incident Commander shall organize an Expandable Management Team which is capable of handling the incident, including identifying Sector Officers, preparing a Command Control Chart and authorizing the addition or release of Units/Agencies at the scene.
- F. The Incident Commander shall identify areas or functions which need specific attention and organize those areas or functions as Sectors. A Sector Officer shall be designated and remain in-command of the Sector until relieved by the Incident Commander. Personnel and Units assigned to a Sector shall report directly to the Sector Office. The Sector Officer shall be responsible for providing the Incident Commander with periodic progress reports that contain the current information about the needs and accomplishments of the Sector. Completion of assigned tasks, other pertinent information or changes in conditions shall be promptly reported to the Incident Commander/Command Post.
1. Sector Officers shall be designated for communications purposes by the function or area of operation for which they are responsible. The Incident Commander will assign the Sector Identifier when establishing the Sector and the Sector Officer shall then answer by the Sector Name; not his/her normal unit identifier. All Sector Officers should operate on Fire Ground Frequency 46:30. All Units will be required to communicate through their Command Post Officer.

Examples: Sector 2  
Interior Sector  
Roof Sector  
Evacuation Sector  
Haz-Mat Sector  
Staging Sector  
Water Supply Sector

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**RECOMMENDED STANDARD OPERATING PROCEDURE**

***Incident Command System (continued)***

2. Designated Sector Officers and other appropriate Command Personnel will be identified on second or greater alarms, serious Hazardous Materials Incidents, or other major incidents as deemed appropriate by the Incident Commander. Appropriate identification will be issued to all personnel on the emergency scene as designated by the Incident Commander.
- G. The Command Post should be manned by the Senior Ranking Officer/Individual from those Agencies who are functioning at the incident scene. (As a minimum, Officers/Individuals Representing the Local Emergency Management Organization, Local Government Officials, Law Enforcement, Fire Department Emergency Medical Services and additional supportive Organizations like the County H.I.R.T. Team, Health Department, E.P.A., D.E.R., U.S.C.G., American Red Cross and Facility Coordinator should all be represented in the Command Post).
- H. When appropriate, a Command Control Chart shall be prepared by the Incident Commander as a tracking tool to provide the current status of the incident, the resources committed and in staging. The Command Control Chart shall be kept updated and used to review the incident, identifying potential needs and provide other Incident Management information. The Command Control Chart shall be used by the Command Officer on all incidents of 2nd alarm or greater, serious Hazardous Materials Incidents, or other major incidents as deemed appropriate by their Incident Commander.

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**RECOMMENDED STANDARD OPERATING PROCEDURE**

***Incident Command System (continued)***

**II. INCIDENT COMMAND SYSTEM OPERATIONS**

- A. As the magnitude or needs of an incident expand, the Incident Commander shall establish additional Sectors to handle the various problems being encountered. On larger scale incidents, the Incident Commander may need to create additional layers of Management to maintain a manageable span of control. (The optimum span of control for one individual involved in Emergency Operations is five (5) Subordinate Personnel, with an acceptable range of from four (4) to seven (7). This middle layer of Incident Management Personnel may include an operations Officer, Planning Officer, Logistics Officer and Financial Officer. Other divisions of the incident shall be established as required. (Examples of various Divisions and Titles are noted in Appendix 1).
- B. Unless otherwise directed, all responding manpower, equipment and apparatus from Assisting Companies or Supporting Agencies, will upon arrival at the emergency scene report to and remain in the designated staging area until being assigned by the Command Post. (This method of operation and assignment will minimize the potential for free-lancing by Emergency Service Organizations/Agencies
- C. Once Command has been established, all vital radio communications at the emergency scene and any requests for additional Assistance or Supportive services will be directed and controlled through the Command Post. Normal radio identifiers will not be used by Sector Commanders after the establishment and assignment of an Incident Sector Identifier. The Incident Commander shall be the only individual to authorize requests for additional resources.
- D. Throughout the second and greater alarms, Units are called to the scene from the staging area through the Command Post. Only the Incident Commander can order more Units to the staging area via the County Communications Center.

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**RECOMMENDED STANDARD OPERATING PROCEDURE**

***Incident Command System (continued)***

- E. Transfer of Command – Local Departmental Chain of Command and unity of Command Concepts are to be adhered to at all times.
1. Transfer of Command shall be accomplished in accordance with the Standard Operating Procedures and established Chain of Command of the Emergency Service Agency of Governmental Entity who is in-charge of the incident. The Transfer of Command, shall in general, be by a face-to-face meeting of the two (2) Commanders to review the status of the incident.
  2. The Incident Status Review should include:
    - a) General Incident Status
    - b) Location, Extent, Conditions of Emergency
    - c) Effectiveness of Incident Control Efforts
  3. The County Emergency Communications Dispatcher will be advised when the Transfer of Command has taken place. The new Incident Commander will assume the Title of “\_\_\_\_\_ Command” and the relieved Officer will be re-assigned and utilized to the best advantage of the new Incident Commander.

**III. TERMINATION OF COMMAND**

Incident Command Activities shall remain in effect until all apparatus and manpower are released from the scene.

**IV. A REVIEW** of all incidents of consequence will be conducted within two-to-three (2-3) weeks of the incident. The review should involve representatives of all Units and Supporting Agencies who assisted at the incident scene.

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**STANDARDS ADOPTED BY THE BUCKS  
COUNTY FIRE CHIEFS' AND FIREFIGHTERS'  
ASSOCIATION**

**RECOMMENDED STANDARD OPERATING PROCEDURE**

***Incident Command System (continued)***

**APPENDIX 6.3.1 TERMS AND DEFINITIONS**

***Incident Commander (Command)*** – The individual who has overall legal or delegated responsibility for the Coordination and management of Emergency Service activities within the jurisdiction of his/her designee. Establishes strategic goals, orders and releases resources. Radio designator is “\_\_\_\_\_ Command.”

***Communication Officer*** – Responsible for the handling of radio and telephone communications for the Incident Commander within the Command Post.

***EMS Officer*** – Responsible for Emergency Medical Service Operations at the incident scene, appointing EMS functionaries as needed and for forwarding recommendations to the incident commander as to EMS needs.

***Law Enforcement Officer*** – Responsible for Law Enforcement Agency Operations at the incident scene, appointing EMS functionaries as needed and for forwarding recommendations to the incident commander as to EMS needs.

***Liaison Officer*** – Responsible for coordinating and inter-acting with other supporting agencies as required or requested by the Incident Commander including local, state, federal and private sector agencies.

***Operations Officer*** – Directs all incident tactical resources to accomplish the goals and objectives developed by the Incident Commander.

***Public Information Officer*** – Responsible for the dissemination of factual and timely reports to the news media.

***Resources Officer (Logistics)*** – Responsible for acquiring personnel, supplies and equipment as needed to support incident tactical operations.

***Safety Officer*** – Responsible to assess hazardous and unsafe conditions at the incident scene and establish positive measures to assure the safety of personnel operating at the incident.

***Sector Officers*** – Responsible for a specific geographical area of the incident scene or a specific function, assigned by and reports to the Incident Commander or other designated officer.

***Staging Officer*** – Responsible for the assembly of apparatus, personnel and equipment at the staging area (resources pool) for the incident.

***Functional Areas*** – Geographical areas of the incident scene requiring identification.

***Command Post*** – The physical location from which the Incident Command and Control functions are disseminated.

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***Public Information Area*** – The location where all public information reports are disseminated to the News Media.

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**STANDARDS ADOPTED BY THE BUCKS  
COUNTY FIRE CHIEFS' AND FIREFIGHTERS'  
ASSOCIATION**

**RECOMMENDED STANDARD OPERATING PROCEDURE**

***Incident Command System (continued)***

***Staging Area*** – The location where responding apparatus, personnel and equipment assemble in preparation for assignment by the Incident Commander. Radio designator shall be “\_\_\_\_\_ Staging Area,” referring to the location of the staging area.

***Triage Area*** – The location where injured persons are evacuated and held for medical evaluation, survey and emergency treatment prior to transport.

***Evacuation Area*** – An area of safe refuge where individuals who are displaced by the incident can be sheltered until the incident is stabilized and it is safe for them to return to their normal habitat. Radio designator shall be “\_\_\_\_\_ Evacuation Area,” referring to the geographical location of the evacuation area.

***Evacuation Sector Officer*** – Responsible for coordinating the evacuation and relocation of civilians threatened by the emergency to an evacuation area or area of safe refuge.

***Rehabilitation Sector*** – The Rehabilitation Sector is a location where on scene personnel can rest and recuperate. Food, drink, shelter from the elements, medical evaluation and other basic needs should be provided as deemed appropriate by the Rehabilitation Officer.

***Rehabilitation Sector Officer*** – The Rehabilitation Sector Officer is assigned by the Incident Commander to establish and maintain a Rehabilitation Sector. No personnel shall leave the Rehab Sector to return to on-scene duty except with knowledge and approval from the Rehabilitation Sector Officer or his designee.

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**STANDARDS ADOPTED BY THE BUCKS  
COUNTY FIRE CHIEFS' AND FIREFIGHTERS'  
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**SECTION 7**

**HAZARDOUS MATERIALS**

(section reserved)

**STANDARDS ADOPTED BY THE BUCKS  
COUNTY FIRE CHIEFS' AND FIREFIGHTERS'  
ASSOCIATION**

**STANDARDS ADOPTED BY THE BUCKS  
COUNTY FIRE CHIEFS' AND FIREFIGHTERS'  
ASSOCIATION**

**RECOMMENDED STANDARD OPERATING PROCEDURE**

***Fire Department Response for Assist to Police Calls***

**General:**

Occasionally a fire department may be dispatched specifically to provide assistance to a police department. This procedure is intended as a guideline for fire department first responders, to insure that the safety of fire department personnel is given primary consideration in rendering the requested support.

**Definitions:**

1. ***Fire Department OIC:*** Senior officer or ranking individual from the assisting fire department.
2. ***Incident Commander:*** Police Chief, his designee, or other individual designated by applicable Pennsylvania State law, local ordinance, or local emergency management plan.
3. ***Assist to Police:*** Shall include but not be limited to the following:
  - \* Bomb threats
  - \* Missing persons searches (stable and unstable individuals)
  - \* Burglary investigations
  - \* Barricaded subjects
  - \* Evidence searches
  - \* Hostage incidents

The fire department should treat these as non-emergency responses until otherwise determined.

**Specific:**

1. The command post shall be manned by the senior ranking officer/individual from those agencies who are functioning at the scene.
2. The senior officer or ranking individual from each assisting fire department shall, upon arrival at the scene, report to the command post for briefing and assignment prior to committing manpower, equipment and/or apparatus to tasks at the emergency scene. All responding manpower, equipment and apparatus from the assisting fire department shall, upon arrival at the emergency scene, report to and remain in the designated staging area until being assigned by the command post through their senior ranking officer, ranking individual, or the Staging Officer.

**Adopted by Bucks County Fire Chiefs' Assoc.: 3/21/88**

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**STANDARDS ADOPTED BY THE BUCKS  
COUNTY FIRE CHIEFS' AND FIREFIGHTERS'  
ASSOCIATION**

**RECOMMENDED STANDARD OPERATING PROCEDURE**

***Fire Department Response for Assist to Police Calls (continued)***

3. The fire department OIC should designate a staging area at a safe and reasonable distance from the incident scene as early in the incident as possible. A subordinate officer should be designated to assume command of the staging area and that officer shall assume the title Staging Officer.
4. All volunteer personnel shall be briefed and given the opportunity to be excused from participation. All personnel at the incident shall be consenting adults 18 years of age or older.
5. The incident commander shall not assign volunteer personnel to perform in life threatening situations related to the police action (i.e., bomb detonation or gunfire).

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**STANDARDS ADOPTED BY THE BUCKS  
COUNTY FIRE CHIEFS' AND FIREFIGHTERS'  
ASSOCIATION**

**DELETED STANDARD OPERATING PROCEDURES**

***Use of Coated Gloves***

**General:**

Plastic or other materials are used in the manufacture of some firefighters' gloves, which prevent moisture from absorbing through the gloves. Although such gloves (called "coated gloves") are adequate for exterior non-emergency work such as taking up wet hose, they trap perspiration inside and can cause severe steam burns to wrists and hands if worn for live fire fighting operations.

**Specific:**

In accordance with Nationally Recognized Good Practice, fire fighting personnel should not wear any coated gloves during operations which involve fighting live fire or entering into areas where temperatures above ambient are common, during either training exercises or real emergency incidents.

**Adopted by Bucks County Fire Chief's Assoc.: 10/15/84**

***Deleted: January, 2005***

**Adopted by Bucks County Fire Chief's Assoc.: 10/15/84**

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**STANDARDS ADOPTED BY THE BUCKS  
COUNTY FIRE CHIEFS' AND FIREFIGHTERS'  
ASSOCIATION**

**RECOMMENDED STANDARD OPERATING PROCEDURE**

***Personal Tagging System***

**General:**

The phantom box system adopted by the Bucks County, Pennsylvania, fire service commonly places multiple fire departments at an incident at the same time. This increases the possibility of one or more personnel getting trapped or disappearing without anyone realizing it. This procedure is an attempt at early detection that personnel are missing and is also intended to supply information that may help in locating the missing personnel.

**Definition:**

Personal tagging system shall consist of some type of indicator, such as a velcro or magnetic device or a device with a mechanical hook, which can be attached to each personnel's gear in such a way as to not compromise the protective envelope (reference NFPA 1971).

**Specific:**

1. Name tag should mount on the upper chest of the bunker coat or helmet, whether on a D-hook or other mechanism. The location should be prominent and standard within each department.
2. Name tags must contain as a bare minimum, the last name of the firefighter, his/her first initial, and the station number.
3. Tags will be removed and left with the apparatus before the firefighter disembarks. This will leave a record of what position in which he was riding and may indicate where he should be on the fire-ground.
4. All information specified in Number 2 above shall also be firmly affixed to the bunker coat in a protected location such as inside a pocket flap or inside the liner.
5. All identification items shall only be attached to protective clothing in such a way as to not compromise the integrity of the coat's vapor barrier as defined by NFPA. For details on bunker coat construction, see NFPA 1971. For details on helmet construction, see NFPA 1972.

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