

Lake County Fire Service Standard Operating Guidelines

Incident Safety Officer	SOG: 004 Effective Date: April 1, 2011 Supersedes: Approved: <hr/> President, Lake County Association of Chiefs of Fire Page 1 of 5
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1.0 PURPOSE

- 1.1 To assure the safety of personnel at the scene of emergency incidents.

2.0 DIVISIONS AFFECTED

- 2.1 All Fire Department personnel.

3.0 RESPONSIBILITY

- 3.1 All Officers are responsible to comply with and ensure that personnel under their command are adequately trained, fully understand, and comply with this guideline.
- 3.2 All members have the responsibility to learn and follow this guideline.
- 3.3 The Safety Officer, a member of the Command Staff, is responsible for monitoring and assessing hazardous and unsafe conditions and developing measures for assuring personnel safety. Although the Safety Officer may exercise emergency authority to stop or prevent unsafe acts when immediate action is required, the Safety Officer will generally correct unsafe acts or conditions through the regular chain of command.

4.0 PROCEDURE

- 4.1 The Safety Officer is the individual who is expected to have a working knowledge of the fire department's standard operating procedures, and possesses the knowledge, skills, and ability to observe and correct hazardous conditions and unsafe acts at the scene of an incident while operating as an integral member of the incident management system.

The Safety Officer has the following duties and responsibilities:

- A. Participate in Planning meetings to assist in developing the Incident Action Plan.
- B. Identify Hazardous situations associated with the Incident.

- C. Review the Incident Action Plan for Safety implications.
- D. Exercise Emergency Authority to stop and prevent unsafe acts.
- E. Investigate accidents that have occurred within the Incident area.
- F. Assign Assistants as needed.

There is only one Safety Officer for each incident, but the Safety Officer may have assistants as necessary. These assistants may represent assisting agencies or jurisdictions. Examples include an Assistant Law Enforcement Safety Officer, Assistant Public Works Safety Officer, and Assistant Public Health Safety Officer.

- G. Review and approve the medical plan for emergency responders prepared by the Logistics Section Medical Unit.
 - H. Review and approve site safety and control plan and Hazardous Materials site safety and control plan as required.
 - I. Maintain unit/activity log.
- 4.2 The Safety Officer shall be a Fire Department Officer; and in the absence of a Fire Department Officer, an alternate shall be assigned.
 - 4.3 The Safety Officer should have appropriate/adequate training and experience to function as a Safety Officer. The training necessary will vary depending on the type of incident.
 - 4.4 The Safety Officer is responsible for directing/managing any Safety Assistants that may be appointed.
 - 4.5 The Incident Safety Officer (ISO) shall report directly to the Incident Commander.
 - 4.6 The Incident Commander shall assign a Safety Officer at all emergencies where imminent hazards to health and safety could exist. Until otherwise assigned, scene safety is the responsibility of the Incident Commander.
 - 4.7 The assignment of a Safety Officer is required when Automatic Aid or the Mutual Aid Box Alarm System (MABAS) is used.
 - 4.8 The Safety Officer and the Assistant Safety Officer(s) (ASO) shall wear the appropriate vest while functioning in that capacity.
 - 4.9 The Safety Officer shall have the responsibility to identify and initiate corrections to health and safety hazards either directly or through ASOs.

- 4.10 The Safety Officer shall have the authority to initiate immediate correction to situations that create an imminent hazard to personnel.
- 4.11 The Safety Officer should use ASOs as necessary. ASOs may be needed for specialty functions, such as an ASO-RT (Rescue Technician), ASO-HM, etc. Specialty safety officers should have a combination of appropriate training, knowledge, and experience so as to allow them to accurately evaluate the specialty function.
- 4.12 At an emergency incident, when activities are judged by the Safety Officer to be unsafe and to involve an imminent hazard, the Safety Officer shall have the authority to alter, suspend, or terminate those activities. The Safety Officer shall immediately inform the Incident Commander of any actions taken to correct such hazards at an emergency.

SAFETY

- _____ Obtain "Safety" vest and clipboard.
- _____ Obtain a briefing from the Incident Commander.
 - Safety reports to: Command.
 - Radio designation: "SAFETY".
- _____ Establish and maintain radio contact with:
 - _____ Command _____ frequency/channel
 - _____ Operations _____ frequency/channel
- _____ Conduct a primary assessment of the rescue and fire attack problem at the incident.
- _____ Identify existing and/or potential hazardous situations associated with the incident.
- _____ **Building Survey**
 - _____ How long burning _____
 - _____ Determine location of actual burning
 - _____ Integrity of roof/walls/floor connections
 - _____ Attention to truss/gusset exposure
 - _____ Minimize personnel exposure over/under large spans
 - _____ Utilities OFF
 - _____ Survey all overhead wires, HVAC, signs, etc.
- _____ **Operations**
 - _____ Adequate flow available/proper line deployment
 - _____ Secondary escapes for all personnel
 - _____ Attention to ladder work
 - _____ Look at smoke volume, color, force
 - _____ Evaluate fall hazards: ice, hose, wires, structural holes
 - _____ Anybody working alone
 - _____ Rehab Profile
 - _____ Additional hazards
 - _____ Traffic
 - _____ Heat/cold
 - _____ Passive smoke
 - _____ Other _____
- _____ Rapid Intervention Crew (RIC) / On Deck established
- _____ Overhaul safety
- _____ Adequate lighting
- _____ Keep operational personnel and Section Chiefs informed of existing and impending hazards.
- _____ Attend planning meetings and review the Incident Action Plan.

- _____ Exercise emergency authority to stop and prevent unsafe acts.
- _____ Investigate injuries and accidents that have occurred as a result of emergency operations.
- _____ Inspect and verify the safety of the Helispot (landing zone).
- _____ Ensure Personnel Accountability in use.
- _____ Coordinate with the Medical Branch or Group to confirm the safety of transportation operations.
- _____ Review and approve Medical Plan for incident responders prepared by the Logistics Section Medical Unit.
- _____ Coordinate with Branches/Divisions/Groups/Single Resources, and Rehab to ensure adequate personnel rehabilitation.
- _____ Maintain a record of activities.
- _____ Time of significant events:

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

- _____ When ordered, secure operations.