

MOSIER FIRE DISTRICT

POLICIES AND PROCEDURES

Section: OVERVIEW	Title: CRITICAL POLICY CONCEPTS	Policy Number: 1001
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This summary is the overall “Cliff’s Notes” to separate policy and procedure documents for each policy heading. If members don’t recall anything else about policy, they should learn these concepts.

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Administration

- **Mission and organization**
 - Having provided for member safety first, Mosier Fire District protects lives, property, and environment for our customers and neighbors, while fostering professionalism, pride and leadership among our members.
- **Use and maintenance of policies**
 - Members are responsible for knowing and following updated policies.
 - Policy development and maintenance benefit from participation by all members.
- **Planning**
 - All activities shall be planned, following a standard procedure.
- **Incident Command System (ICS)**
 - All activities shall be operated using ICS.
- **District property**
 - For use in administration, operations, training, and preparedness activities for District business only.
- **Health and safety**
 - Nothing is more important than responder health and safety.
- **Responder qualifications**
 - All responders shall meet minimum requirements for training and certification.
- **Conduct**
 - Be calm, be compassionate, be courteous, be professional.
 - Represent and support the District.
 - Do what’s right.

- **Corrective action**
 - All corrective action shall be progressive, though not necessarily beginning at the lowest level:
 - Verbal reprimand with instruction/coaching. Lieutenant, Capt, Chiefs
 - Written warning. Lieutenant, Capt, Chiefs
 - Loss of privileges. Capt, Chiefs
 - Suspension. Chiefs
 - Demotion. Chiefs
 - Dismissal. Chiefs
- **Privacy**
 - All payroll, training, and certification documentation is publicly available.
 - All other personal information is not publicly available without consent, including but not limited to patient and responder medical and DMV records, personnel matters, performance reviews, and identifying information such as Social Security number.
- **Record keeping**
 - If it didn't get documented, it didn't happen.

Fire and Emergency Services Operations

- **Rules of engagement**
 - Ensure responder safety – LCES, PPE, follow training and policy, no freelancing.
 - Emergency responders shall not be placed at risk to save lives or property which cannot be saved.
 - Engage only when indicated by policy, and engage according to policy.
 - Engage assertively, having ensured safety first.
- **Incident management**
 - All incidents operated with a designated person in charge: the incident commander.
 - Incident priorities, in order:
 - Responder safety and accountability.
 - Life safety of those we serve.
 - Incident stabilization.
 - Property conservation.
 - Natural resources conservation.
 - Preservation of evidence.
- **Passport Accountability System**
 - Used on all incidents, except EMS other than roadway and mass casualty.
- **Communications**
 - Use clear, concise language.
 - Acknowledge and restate instructions.
 - Inform command of significant developments.
- **Preparedness**
 - Ensure that you are ready to respond.
 - Take pride in a high level of preparedness throughout the organization.

- **Mayday and responder rescue**
 - Do not cease assignment during rescue.
- **Vehicle operations**
 - Obey all traffic control, and rules of the road
 - Exception: lights-and-sirens response in an emergency vehicle may exceed posted speed limits by up to ten miles per hour.
- **Staging**
 - All in-service units waiting for activation or assignment shall report to and remain seated in vehicles in designated staging location
 - Exception: units in rehab/resupply
- **Water supply**
 - Ensure prompt calculation of required fire flow.
 - Have a back-up plan.
- **Rescue incidents**
 - Unless declared otherwise, assume reach-and-treat only.
 - Notify Pine Grove/MCFR, Wasco County Sheriff's search and rescue (SAR), if indicated.
- **EMS incidents**
 - Follow local protocols.
- **Mass casualty incidents**
 - Follow local protocols.
- **Wildland/Interface incidents**
 - Structure protection is our primary job.
 - Aggressively attack incipient fires smaller than one acre.
- **Structure fires**
 - Unless declared otherwise, assume all incidents begin assertively in defensive mode.
- **Roadway incidents**
 - Scene safety is paramount – protect yourself, your patient, and the public, in that order.
- **Railroad incidents**
 - Ensure notification of UPRR, and request liaison via law enforcement if necessary.
 - Operations within fifty feet of tracks require authorization from incident commander.
- **Hazmat incidents**
 - Isolate and identify hazard.
 - Secure perimeter.
 - Deny access.
 - Ensure proper notifications.
- **Powerline incidents**
 - Secure perimeter.
 - Deny access.
 - Notify power company.
- **All other emergency incidents**
 - Incident commander shall promptly identify incident problems and characteristics.
- **Non-emergency incidents**
 - Incident commander shall be responsible for ensuring that use of District personnel and property is consistent with District mission and policies.

- **Mutual aid**
 - Consider training needs, jointly and individually, based on mutual aid scenarios.
 - Incoming mutual aid:
 - Don't hesitate to call for mutual aid, but be mindful of releasing them ASAP.
 - Establish communication promptly.
 - Outgoing mutual aid:
 - District protection needs come first.