

Egg Harbor Fire Department and First Responders Standard Operating Guideline

Subject: Risk Management Plan

SOG 006

Purpose: The Egg Harbor Fire Department has developed and implemented a risk management plan. The goals and objectives of the plan are as follows:

- 1) To limit the exposure of the fire department to situations and occurrences that could have harmful or undesirable consequences on the Fire Department and its members.
- 2) To provide the safest possible work environment for the members of the fire department, while recognizing the risk inherent to the Fire Department's mission.

Scope: This procedure applies to all members of the Egg Harbor Fire Department involved in any fire department activity and this plan is intended to comply with the requirements of SPS 330 and NFPA 1500, *Standard on Fire Department Occupational Safety and Health*.

Responsibilities:

- 1) The Fire Chief has the responsibility for the implementation and operation of the department's risk management plan.
- 2) The Department's Safety Officer has the responsibility to develop manage and annually revise the risk management plan. The health and safety officer also has the responsibility to modify the risk management plan when warranted by changing exposures, occurrences and activities.
- 3) **ALL** members of the Egg Harbor Fire Department have the responsibility for ensuring their own health and safety based upon the requirements of the risk management plan and the Department's Safety and Health Program.

Procedures:

Risk Management is defined as the process of planning, organizing, directing, and controlling the resources and activities of an organization in order to minimize detrimental effects on that organization.

Risk management principles shall be employed routinely by supervisory personnel (supervisors) at all levels of the incident management system to define the limits of acceptable and unacceptable positions and functions for all personnel at the incident scene.

The Incident Commander has the ultimate responsibility for the safety of all emergency services personnel operating at an incident and for any and all other persons whose safety is affected by emergency services organization operations. Risk management provides a basis for the following:

- 1) Standard evaluation of the situation
- 2) Strategic decision-making
- 3) Tactical planning
- 4) Plan evaluation and revision
- 5) Operational command and control

All on scene and routine service delivery should adhere to the incident priorities of life safety, incident stabilization and property conservation. Each action should be considered carefully considering the cost versus benefit of that action.

The Incident Commander and all members of the Fire Department shall utilize the following risk management principles:

- 1) Activities that present a significant risk to the safety of personnel shall be limited to situations where there is a potential to save endangered lives. **(We will risk our safety when lives can be saved – “risk a lot to save a lot” - life safety)**
- 2) Activities that are routinely employed to protect property shall be recognized as inherent risks to the safety of personnel, and actions shall be taken to reduce or avoid these risks. **(We will only risk our health and safety in a safe, highly calculated manner to save property – “risk a little to save a little” - property conservation)**
- 3) No risk to the safety of personnel shall be acceptable where there is no possibility to save lives or property. **(We will not risk our health and safety when there is nothing to gain – “risk nothing when nothing is to be gained”)**

- 4) Members will follow departmental SOG/SOP when performing duties.
- 5) In situations where the risk to fire department members is excessive, (as defined by items 1 – 3) activities shall be limited to defensive operations.
- 6) Operations shall be limited to those that can be safely performed by the personnel available at the scene.
- 7) When inexperienced members are working at an incident, direct supervision shall be provided by a more experienced officer or member.
- 8) Members operating in hazardous areas at emergency incidents shall operate in crews of two or more.
- 9) Crew members operating in hazardous areas shall be in communication with each other through visual, audible, physical means or safety guide rope in order to coordinate their activities.
- 10) When members are operating at an emergency incident and their assignment places them in potential conflict with motor vehicle traffic, they shall wear a garment with fluorescent and retro-reflective material. Apparatus shall be utilized as a shield from oncoming traffic wherever possible.
- 11) The incident commander shall ensure arson investigators or other members that enter an IDLH atmosphere or hazardous area use the appropriate personal protective equipment and/or SCBA.
- 12) Candidates and members who will engage in fire suppression shall meet the medical requirements specified in NFPA 1582, Standard on Medical Requirements for Fire Fighters and Information for Fire Department Physicians, prior to being medically certified for duty.
- 13) Risk management principles shall be routinely employed by supervisory personnel at all levels of the incident management system to define the limits of acceptable and unacceptable positions and functions for all members at the incident scene.

Plan Organization:

The risk management plan includes the following:

- 1) Identification of the risk members of the fire department could actually or potentially encounter both emergency and non-emergency.
 - a. Emergency risks include those presented at emergency incidents, both fire and non-fire (e.g. hazardous materials), Emergency Medical Services incidents and emergency response
 - b. Non-emergency risk include those encountered while performing functions such as physical fitness, non-emergency vehicle operation, and station activities (e.g., vehicle maintenance, station maintenance, daily functions)
- 2) Evaluation of the identified risks based upon the frequency and severity factors.
- 3) Development and implementation of an action plan for controlling each of the risk, in order of priority.
- 4) Provisions for monitoring the effectiveness of the controls implemented.
- 5) A periodic review of the plan with modifications made as needed.

Monitoring:

The Safety Officer and/or the Safety committee will monitor the plan.

- 1) The Egg Harbor Fire Department's risk management program will be monitored annually.
- 2) Recommendations and revisions will be made based on the following criteria:
 - a. Annual accident and injury data for the preceding year
 - b. Significant incidents that have occurred during the past year
 - c. Information and suggestions from the department staff and personnel
- 3) Every three years, the risk management program will be evaluated by an independent source. This source may be another Fire Department Safety Officer or Safety Committee, an insurance risk management representative, or someone of the like level of understanding of the risk management program. Recommendations will be sent to the Fire Chief, the Safety Officer, and to the Department's Safety Committee.