



ACCOUNTABILITY GUIDELINE

PURPOSE

This procedure identifies how firefighter accountability systems for individual SNCA members will integrate into firefighter accountability systems for a mutual aid incident. The purpose is to account for all firefighters, at any given time, within a small geographic area, within the "hazard zone" of an incident. Use of the system will provide enhanced personnel safety for the individual firefighter, and will provide the incident command organization staff an improved means to track and account for all personnel working in the hazard zone.

DEFINITIONS

Hazard Zone Any area that requires SCBA or in which a firefighter is at risk of becoming lost, trapped, or injured by the environment or structure. This would include entering a building or vessel, process unit, or tank farm reported to be on fire, operating in close proximity to these structures during exterior operations, confined space or trench rescue, etc.

PAR Personnel Accountability Report. An established request for an accountability report from all members, either individuals, organizations, or sectors, depending on the size of the incident.

PAT Personnel Accountability Tag. Some form of physical identification from an individual entering into the incident.

PROCEDURE

Accountability involves a personal commitment to work within the safety system at an incident.

Command staff will maintain an accurate tracking awareness of where resources are committed at an incident.

Command will be responsible for including accountability as a major element in strategy and attack planning, and must consider and react to any barriers to effective accountability.



Mutual aid organizations will maintain an accurate tracking and awareness of their personnel. This will require the mutual aid organizations assigned to an area to maintain close supervision of their crews.

All crews will follow the incident host's incident command system. There will be NO free-lancing.

Mutual aid organizations arriving on the scene should remain intact for all intents and purposes.

Mutual aid organizations will go into together, stay together, and come out together. Reduced visibility and increased risk will require very tight togetherness.

ACCOUNTABILITY SYSTEMS

To enhance accountability and to improve tracking of firefighters in the hazard zone, each mutual aid organization should have their own accountability system in place. This will ensure that no matter what facility or member would be requesting assistance, an accountability system can be established and utilized.

The physical form of the accountability system can include a sheet of paper with the following information: organization responding, unit identification, individual names of responding members; a PAT system with the same information can also be used. The type of system is up to the responding mutual aid member as long as the system contains the above information and can be handed off to the host facility upon entering the incident.

Each SNCA member should have some type of Status Board or means of accommodating and organizing the PATs or rosters.

PERSONNEL ACCOUNTABILITY REPORT

A Personnel Accountability Report "PAR" will be required for the following situations:

Any report of missing or trapped firefighter. (Command initiates a PAR of all crews on the scene)

Any change from offensive to defensive operations. (Command initiates a PAR of all crews on the scene)

Any sudden hazardous event at the incident - flashover, back draft, collapse, etc. (Command initiates a PAR of all crews on the scene)



At 30 minute intervals throughout the incident.

At a report of fire/situation under control.

In the event an "Evacuation Notification" is given. This notification will be as follows:

AIR HORN EVACUATION SIGNAL

3 - Short Blast (1 second)

1 - Pause (2-3 seconds)

4 cycles

ACCOUNTABILITY OFFICERS

All personnel entering the incident will deliver their accountability system to the accountability location closest to their "point of entry" prior to entering the hazard zone. As Sectors are implemented, the Sector Officer will manage the accountability system or will appoint an Accountability Officer.

The Accountability Officer shall not enter the danger zone.

GENERAL ACCOUNTABILITY OPERATIONS

PATs, sheets, etc., never enter the hazard zone.

PATs, sheets, etc., must be maintained at the point of entry into the hazard zone.

PATs, sheets, etc., must only contain the names of personnel who actually enter the hazard zone.

Mutual Aid Organizations must remain intact and not allow free lancing.

Mutual Aid Organizations must turn in their PATs, sheets, etc. upon entering and must retrieve their PATs, sheets, etc. upon exit from the hazard zone.

TERMINATING THE ACCOUNTABILITY SYSTEM

Accountability will be maintained through a report of "fire/situation under control," at which time a PAR for all crews must be obtained. Command will determine at that time, based on the situation and risk, as to whether to continue with the accountability system. If visibility is still impaired or a significant hazardous condition still exists, Command may choose to extend the accountability system further.

Upon termination and release from the incident, Mutual Aid Organizations will ensure that their accountability system is retrieved from Command.