***Restricted Distribution – Fire Department Use Only***

**Purpose:** *Civil disturbances can occur without warning. Firefighters are subjected to even greater hazards during these events. The Okolona Fire Department can respond to civil disturbances either in Okolona, or elsewhere as a result of mutual aid agreements.*

**Scope: All Okolona Fire and EMS personnel**

**Notification:**

**Utilize the All Active Members Supplemental notification system, such as “Iamresponding” or “Active 911” etc., application to notify members of the threat of or actual occurrence of a Civil Disturbance. The Supplemental notification system will notify all members and The Civil Disturbance Procedures are implemented.**

**Upon determination of a threat of, or during an actual Civil Disturbance, and other events as declared by the Chief or his designee, all members shall carry their fire gear in their private vehicles when off-duty.**

**When the Civil Disturbance Procedures have been declared by the Chief or his designee, fire and EMS companies should fill up fuel tanks and return to quarters. Companies operating in an area where a disturbance or potential disturbance is occurring shall immediately evacuate the area, notify Metro Safe of the situation, and proceed to a safe area.**

**Companies are to remain in-quarters or, if on-the air, they should immediately return to quarters.**

**Off Duty Members:**

**Upon activation of the Civil Disturbance Procedures, called back members should return to their assigned station(s). Members should use caution when returning to their assigned stations in order to avoid an affected area. If a member’s assigned station is affected by a disturbance, they should proceed to the next closest station; the on-duty Battalion Chief should be notified of the situation, along with staffing at all stations. Members may be relocated based on these circumstances.**

**The Chief, Deputy Chief, Assistant Chiefs or Battalion Chiefs may implement;**

**1. Callback of off duty members using normal Callback procedures.**

**2. Holdover off-going platoons**

**Members shall ensure that all off-duty employment is subject to be impacted and made aware of the potential for them to not be available.**

**Should a civil disturbance warrant a modified work schedule, efforts should be made to restrict members to 48/24 shifts.**

**Civil Disturbance Operations:**

**Upon notification of an actual civil disturbance: Company Officers are responsible for the following:**

**1. Remove exposed, reachable equipment (axes, plaster hooks, etc.) from the exterior of the apparatus and secure these items in the compartments.**

**2. Remove and secure the house radio microphones and any spare transceivers left at the station.**

**3. Secure the station by locking all exterior doors and windows of the firehouse.**

**4. All pharmaceutical supply/storage areas shall remain secure at all times.**

**5. A CO2 or dry chemical extinguisher shall be secured in the jump seat area of each fire apparatus and box of each ambulance. Command vehicles, pickups.**

**6. All auxiliary apparatus’ should be equipped to the same standards as front line units, based upon equipment availability.**

**7. Units are to stand by in quarters, all multiple company trainings, public education, etc. should be cancelled.**

**To the extent possible all support vehicles should be housed inside the firehouses. If this is not possible transceivers, computers, tablets, cell phones, meters and all loose equipment that is practical should be brought into the firehouse.**

**If an incident occurs at the fire station which, in the company officer’s opinion, would pose an undue risk to the fire department personnel at that facility, the company officer should order personnel to board the apparatus and should remove the apparatus and all personnel to a safe location. The company officer should contact Metro Safe, to request a law enforcement response to the fire station by radio. The company officer should also contact the on-duty Battalion Chief and advise him/her of the situation. The on-duty Battalion Chief will notify the Chief.**

**Civil Disturbance Staffing:**

**If the disturbance warrants the use of modified staffing and response, the Chief or his designee should ensure that the extra equipment and personnel are added to the minimum staffing levels.**

**It should be understood that the scheduling of any further holiday/vacation time shall NOT be permitted. The usage of emergency leave and sick leave shall follow the “Sick, Emergency Leave, and Family Medical Leave” policy.**

**An EMT should be added to each ambulance. The extra EMT may assist with patient care, and transport; however, the primary job is to look out for the safety of the medical crew.**

1. **Initial Companies – Captain/(Company Officer), Sergeant/(Driver), 2 Firefighters (minimum)**
2. **Additional Companies - Captain/(Company Officer), Sergeant/(Driver), 1 Firefighter (minimum)**

**2. ALS Ambulance – Paramedic and 2 EMTs.**

**3. EMS Supervisor – Medical Officer or a designated Paramedic.**

**4. On-duty Battalion Chief – An additional Battalion Chief may be added at the discretion of the Fire Chief or his designee.**

If the civil disturbance warrants the use of a modified staffing model and/or response, the on-duty Battalion Chief should begin assigning returning or held over personnel. The District will begin combining units to run under a task force concept. This concept is designed to allow more members to respond as one unit to an incident at the same time providing additional equipment. All assigned apparatus should respond as a single unit using the specified radio call sign. The leader of the combined company should, in most cases, be the Company Officer for the normally assigned platoon. During fire-ground operations if communications to the incident commander are necessary from a member other than the leader of the company, the member may use the normal designation of the apparatus on which they responded:

Example: 8033 and 8023 respond as 8033. If the officer on 8033 is conducting roof operations, and a member of 8023 needs to make a transmission, the member from 8023 may use the 8023’s call sign.

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| **Fire and Emergency Medical Staffing**  |
| **Station** | **Assigned Apparatus** | **Radio Call Sign** | **Personnel Count** | **Ambulance**  | **Personnel Count** | **Total** |
| Station 1 | 8051, 8053 | 8051 | 7 (Minimum) | 8081 | 3 | 10 |
| Station 2 | 8032, 8022 | 8032 | 7 (Minimum) | N/A |  | 7 |
| Station 3 | 8033, 8023 | 8033 | 7 (Minimum) | 8083 | 3 | 10 |
| **Fire Command**  |
| **Station** | **Fire Command** | **Personnel Count** | **Medical Control** | **Personnel Count** | **Total** |
| Station 1 | 8009 | 1 | N/A | 1 | 1 |

**Response and Operations:**

**Companies will continue to be dispatched as normal. Depending on the nature of the call the Company Officer or on-duty Battalion Chief will hold companies until they can verify if extra resources are needed. Company Officers shall utilize the minimum amount of resources necessary, keeping available units for additional response.**

**All personnel, while responding to incidents, should wear protective clothing/PPE; including helmets and eye protection. All personnel responding to medical call should wear protective clothing/PPE; including helmets and eye protection.**

**The incident commander should decide if an area is safe for operations and what tactics will be used. The medical units should decide if an area needs to be secured prior entering.**

**Members shall ignore name calling and verbal harassment and every effort shall be made to avoid a confrontation with civilians. If the situation warrants, all units will be withdrawn immediately to a safe location. However, if personnel are trapped and physically attacked, they may take appropriate DEFENSIVE action to protect themselves until evacuation from the area is possible.**

**Fire-ground Operations:**

Members shall maintain situational awareness at all times. While approaching any incident

scene, medical or fire, members shall be prepared to avoid the scene, pass the scene or retreat.

**1. The perimeter shall be secured by law enforcement personnel, prior to initiating firefighting operations.**

**2. Master Streams and exterior hand-lines shall be used to control the fire in a defensive mode.**

**3. Control and containment are the primary objectives.**

**4. Apparatus should be positioned in a manner to allow for a rapid evacuation of the area. If ordered to evacuate, try to get nozzles and equipment back on the apparatus. Shut down the hydrant, if possible, but it may be necessary to leave hose and/or equipment at the scene.**

**5. As previously stated, it is imperative that the companies stay intact. Therefore, only hydrants in the immediate area shall be connected to.**

Car fires, trash fires or other non-structure fires should be considered low priority and if isolated

away from structures should be allowed to burn if in an area of civil unrest.

**At the Hydrant:**

**1. Prior to arrival at the incident scene, all apparatus shall stop at the nearest hydrant.**

**2. Members assigned to the first arriving Engine Company shall attach their 5” supply line to the hydrant. All members shall then return to their apparatus and proceed to the fire scene laying a supply line.**

**3. The second arriving Engine Company shall remain at the hydrant awaiting orders to open same. The crew should not be divided.**

**4. After opening the hydrant, the second engine company shall proceed to the fire scene and report the Incident Commander. (Do not leave the hydrant wrench at the hydrant)**

**Non-Suppression Personnel:**

**Auxiliary personnel shall not be requested to respond to the scene, nor to the station.**

**Battalion Chiefs, along with the Medical Officer shall compile and implement a plan for alternative staffing, operations and work schedules.**

 **Fuel tanks shall be maintained above ¾ tank and replenished as needed.**

 **All facilities, vehicles, and fuel tanks should be kept secured.**

**Procedure:**

1. The Incident Commander shall have full authority to disengage from fire suppression or other efforts if he/she believes the safety of firefighters is unreasonably compromised during civil disturbances.

2. The Incident Commander shall have the full authority to wait for adequate protection from law enforcement agencies before responding to the area of any civil disturbances. The Incident Commander should understand that law enforcement agencies may be tied up and therefore, will NOT be able to respond.

3. Prior to responding to the area where a civil disturbance has occurred, or is likely to occur, the minimum staffing of first-in companies shall be four (4) persons.

4. Prior to responding to the area where a civil disturbance has occurred, or is likely to occur, all hand tools, such as pike poles, axes and fire extinguishers that are mounted outside of enclosed areas or compartments, and can be easily used as weapons against firefighters, shall be relocated on the apparatus.

5. In the event a civil disturbance occurs within the Okolona area, and a law enforcement command post has been established, a liaison officer shall be assigned from the fire department to the law enforcement command post. This is to ensure that areas are reasonably secure before fire department response.

6. All responses to areas where a civil disturbance has occurred, or is likely to occur, shall be on a Code 1 (non-emergency) basis unless otherwise determined by the Incident Commander or fire department duty officer.

7. No information shall be given to the media without prior consultation with law enforcement public information officers, and approved by the Incident Commander.

8. Every effort shall be made to ensure that fire apparatus’ have at least two escape routes upon arrival at the scene of civil disturbances.

9. The laying of supply lines should be restricted to only when absolutely needed, for life safety purposes.

10. Only defensive mode of operations may be employed in times of civil disturbances, and that complete overhaul of fires may not occur depending upon the need for other response.

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1. All personnel shall operate in pairs, and all groups of personnel must ensure they remain in radio contact. This applies to everyone including Chief Officers, though the second person doesn't need to be a chief officer. This also includes the fire apparatus operator.
2. Fire helmets should be worn at all times by all personnel while at the scene where a civil disturbance has occurred or is likely to occur.
3. All members responding to civil disturbances shall wear clothing that readily identifies themselves as fire department personnel.

The end goal is always to maintain the necessary level of confidence that the public has in each first responder to faithfully and safety perform his or her responsibilities.