

# Monroe Fire Department

## Standard Operating Guidelines Incident Safety Officer Duties



**Purpose:** Incident safety is a paramount concern to the department and to the city. At incident scenes it is especially important to continually monitor and correct un-safe practices, and those which can lead to injury or death. This position was created to assist the incident commander and officers of the department to monitor safety issues during response to fires, accidents, rescues, and other incidents which we are called upon to mitigate. This SOG will also be implemented at all training evolutions.

**Level of Performance:** The ISO should be a trained Incident Safety Officer. This includes training through The National Fire Academy or other training considered acceptable.

When a member of the safety committee cannot be assigned, the member chosen should have received the same training as provided to safety committee members. If no trained members are available the incident commander should be notified so that an officer or senior firefighter can be assigned.

The assigned riding position for the Incident Safety Officer is the left hand jump seat on S-6. Upon arrival at the scene, the ISO shall don the Incident Safety Officer's vest, take the safety officers radio and clipboard, and report to the command post for a briefing of what steps have been taken and what concerns the IC has identified.

The ISO shall monitor activities and personnel to ensure that all safe practices are being observed, and that assigned safety equipment is being implemented.

If the Incident Safety Officer observes unsafe actions, he should attempt to modify the activity or gain compliance through education of the individuals involved. Failing compliance he should contact the sector officer or IC to report the issue and seek clarification and correction.

In the rare instance that the unsafe action must immediately be halted the Incident Safety Officer does have the authority to do so, and he should then report to the IC that he has stopped that portion of the activity, and relay his concerns. Once the unsafe practices have been modified or accepted, and the IC states so the operation may re-commence.

The role of the Incident Safety Officer should be one of education rather than that of an enforcer or "Safety Cop"

The Incident Safety Officer shall complete the appropriate Incident Safety Officer's Run sheet (*copies current as of 12/2014 attached*) and forward to The Fire Chief's office for inclusion as part of the incident report.

**Implementation:** This policy has been approved by the Officers of the Monroe Fire Department and the Monroe Common Council. This policy, and all adopted procedures, provide a guideline for operations within the Monroe Fire Department. Adoption of these guidelines in no way restricts the incident commander, department administration or the Monroe Common Council from modifying operations or implementing exceptions to policy in the interest of safety, efficiency and harmony within the organization. It shall remain in effect until withdrawn or modified by the department.

**Effective Date;** December 2, 2014

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