

Operating Guidelines

Section: Personal Protection

Subject: Personnel Accountability System

Policy #: 206

Date Issued: February 1, 2016

Date Revised: October 3, 2017

Purpose

To develop an effective system for monitoring/tracking:

- Who - is on scene?
- Where - they are?
- What - are they doing?
- To identify when a Firefighter is delayed/missing from an assignment and to initiate a search, rescue and recovery effort
- An effort to protect personnel who may suffer the adverse effects of hazards such as structural collapse, explosion, flashover, etc.

Procedure

206.1

Accountability System

Protocols for Accountability:

- Accountability will be established for **all** fire fighting activities.
- Accountability is every firefighter's responsibility and can be established by any firefighter.
- All firefighters will be given identification tags which will have their name and number.
- Firefighters will be responsible for having their tags in locations accessible to them for all fire fighting activities.
- Firefighters are responsible for tagging themselves in and out.

206.2

Initiating Accountability:

- All firefighters will tag in on the fire apparatus that they are responding in before they depart the fire hall. Firefighters will put their tag on a ring located in the cab of each fire vehicle.
- The first arriving fire apparatus on the scene is where accountability will commence and will be so designated by the Incident Commander over the radio. (Pump 2 is Command Vehicle) All apparatus and personnel arriving on scene that will be required to work will report to command and tag into board located at that apparatus.
- The Officer of subsequent arriving fire apparatus will report to I/C with accountability rings.

206.3

Terminating Accountability:

- Any Firefighter leaving a scene prior to scene termination must tag out with IC.
- The driver of any fire vehicle will be responsible for accounting for all firefighters tagged in on that vehicle before it departs the scene. The driver is responsible for ensuring that the vehicles accountability ring returns to the station with the vehicle.
- All firefighters are responsible for tagging themselves out at the completion of any fire fighting activity.