Title: Incident Safety Officer Standard

WCVFRA Approval Date: 12/13/2012
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Standard Number: 600-05 Supersedes Date: 07/21/2011

1.0 Purpose:

The Incident Safety Officer Program is developed to establish and maintain a safe and healthy environment during incident operations. This program will define the minimum requirements, duties and responsibilities to function as an Incident Safety Officer within Washington County, Maryland and its surrounding jurisdictions. It shall be noted the decision to provide "qualified" county wide ISO-II's is solely a departmental decision.

2.0 Applicability:

This program will apply to all incidents within Washington County and any mutual aid responses meeting defined criteria.

3.0 Definitions:

DES Division of Emergency Services
ECC Emergency Communications Center
IDLH Immediately Dangerous to Life and Health
ISO-I Incident Safety Officer- I is an individual appointed by the Incident Commander to act as the initial Incident Safety Officer.
ISO-II Incident Safety Officer- II is an approved countywide Incident Safety Officer Team Member that has completed all requirements to be assigned to this position and is qualified to perform the duties and functions related to the safe performance of our operations personnel on an incident scene and to assist with any Safety documentation.

ISO Team WCVFRA Incident Safety Officer Team comprised of Certified ISO-II's
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ISO Team Leader Safety Committee Vice Chairperson tasked with Operational Safety
HSO Health and Safety Officer
Member Any volunteer or career member of any company of the WCVFRA or DES.
NIMS National Incident Management System
NFPA 472 Standard for competence of responders to Hazardous Materials/Weapons of Mass Destruction Incidents
NFPA 1006 Standard for Technical Rescuer Professional Qualifications
NFPA 1500 Standard for Fire Department Occupational Safety and Health Program
NFPA 1521 Standard on Fire Department Safety Officer
NFPA 1581 Standard on Fire Department Infection Control Program
NFPA 1584 Standard on the Rehabilitation Process for Members during Emergency Operations and Training Exercises
WCVFRA Washington County Volunteer Fire Rescue Association

4.0 Qualifications:

4.1 The minimum qualifications for an ISO-I will include:

4.1.1 Fire II as defined by the Operational Positions Classifications Standard;
4.1.2 Incident Safety Officer;
4.1.3 Rescue Technician- Vehicle & Machinery Extrication or Rescue Technician Equivalent;
4.1.4 Minimum twenty five (25) years of age;
4.1.5 Minimum five (5) years Fire/Rescue/EMS experience.

4.2 The minimum qualifications for an ISO-II will include the following programs, standards or National Pro-Board equivalents:

4.2.1 Meet the qualifications for an ISO-I;
4.2.2 Emergency Medical Technician- Basic (EMT-B);
4.2.3 Fire Department Safety Officer;
4.2.4 Fire Officer I;
4.2.5 NIMS 300 & NIMS 400.

4.3 Additional training that is recommended but not required:

4.3.1 Firefighter Safety and Survival or "Save Your Own" Program;
4.3.2 Hazardous Materials Technician;
4.3.3 Rescue Technician- Confined Space Rescue;
4.3.4 Swift Water Rescue Technician;
4.3.5 Structural Collapse Technician;
4.3.6 Certifications in the following:
   - Incident Safety Officer
   - Health & Safety Officer
   - Incident Safety Officer- Fire Suppression
   - Incident Safety Officer- Technical Rescue
   - Incident Safety Officer- Hazardous Materials Operations
   - Incident Safety Officer- Emergency Medical Services Operations

5.0 Responsibilities of the ISO:

5.1 Fire Suppression Operations

5.1.1 Serve as a member of the Command and General Staff at any incident.
5.1.2 Report to command upon arrival to the incident scene and receive a situational report, and briefing on the incident action plan.
5.1.3 Ensure the WCVFRA Personal Accountability System is being utilized according to PAS Standard 600-01.
5.1.4 Complete an incident survey to include a 360 degree circle check, advice command of any hazards, potential collapses, and/or fire extension.

5.1.5 Ensure that a Rapid Intervention Team (RIT) is available and ready for deployment with the appropriate cache of equipment per WCVFRA SOG 2000-02 (9.0 RIT Equipment).

5.1.6 Evaluate smoke/fire and advise command of any potential life threatening conditions.

5.1.7 Monitor the accessibility of entry and egress of any structure, or confined space for the effect it has on safety for the personnel working.

5.1.8 Ensure rehabilitation (REHAB) has been established in an appropriate location and in accordance with the WCVFRA Rehab standard 600-02.

5.1.9 The ISO shall be easily and readily identified while operating at an incident scene in accordance with the WCVFRA Incident Command Vest Colors standard 400-02.

5.1.10 Offer judgment to the incident commander on establishing control zones, no entry zones, and ensure these established zones have been communicated to all members present on the scene.

5.1.11 Monitor traffic hazards, apparatus placement, and take appropriate actions to mitigate hazards that may be present.

5.1.12 Monitor all radio channels and transmissions and stay alert to transmission barriers that may result in missed, unclear or incomplete radio transmissions.

5.1.13 Communicate to the incident commander the need for any assistant safety officers, resources, or subject matter expert (SME) / technical specialist due to the incident size, complexity or nature of the incident.

5.1.14 Monitor all hazards associated with a helicopter landing zone, and interface with the LZ Group or helicopter as required.

5.1.15 Should an ISO have to enter an IDLH atmosphere, an Assistant ISO shall be appointed before entry is granted. The ISO will be paired up with a partner, and report to the entry officer, or division supervisor. Due to the complexity of the incident, an Assistant ISO shall be appointed before entry of an ISO into an IDLH atmosphere.
5.1.16 Recognize the potential need for Critical Incident Stress Management (CISM), and notify the incident commander when appropriate.

5.2 Emergency Medical Service Operations

5.2.1 The ISO shall ensure compliance with any established county infectious control policy and NFPA 1581.

5.2.2 Ensure that rehabilitation in accordance with NFPA 1584 and critical incident stress management is established as needed especially when dealing with mass casualty incidents.

5.3 Technical Rescue Operations

5.3.1 In the cases where the ISO does not meet the technician level requirements of NFPA 1006, the incident commander shall appoint an Assistant ISO or technical specialist who meets the requirements of NFPA 1006, to assist with the function of operational safety officer.

5.3.2 Shall attend strategic and tactical planning sessions and provide input on risk assessment and member safety.

5.3.3 Shall ensure a safety briefing is conducted, and that an incident action plan, and incident safety plan is made available to all members operating on the scene.

5.4 Hazardous Materials Operations

5.4.1 In the cases where the ISO does not meet the technician level requirements of NFPA 472, the incident commander shall appoint an Assistant ISO or technical specialist who meets the requirements of NFPA 472, to assist with the function of operational safety officer.

5.4.2 Shall attend strategic and tactical planning sessions and provide input on risk assessment and member safety.

5.4.3 Shall ensure a safety briefing is conducted, and that an incident action plan, and incident safety plan is made available to all members operating on the scene.
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5.4.4 Ensure that control zones (i.e. Hot/Warm/Cold) are clearly marked and communicated to all on scene personnel.

5.5 Data Collection and Review

5.5.1 Upon notification of a member illness, injury, or exposure, the ISO shall immediately report this information to the incident commander to ensure that emergency medical care is provided.

5.5.2 The ISO shall insure a PCR (Patient Care Report) is completed on all personnel who have reported an illness, injury, or exposure for incident documentation.

5.5.3 The ISO shall initiate the data collection of any on scene accident, and shall serve on any review committee or board at the request of the incident commander, DES or Washington County Risk Management Division in conjunction with the Company's Health and Safety Officer.

5.6 Post Incident Analysis

5.6.1 In the event of an incident critique, the ISO shall prepare a written analysis that includes pertinent information as it relates to health and safety.

5.6.2 The ISO shall participate in the post incident analysis or critique.

5.6.3 If no critique is planned, the ISO shall provide a written analysis to the Incident Commander.

6.0 General Knowledge:

6.1 Have and maintain a working knowledge of NFPA 1500 and other laws, codes, and standards as they apply to occupational safety and health within the fire and emergency services.

6.2 Have and maintain the knowledge, skills, and ability to manage scene safety as described in NFPA 1521, Chapter 6 (2009 edition).

6.4 Have and maintain knowledge of building construction.
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6.5 Have and maintain knowledge of fire science and behavior relative to predicting hostile fire events.
6.6 Have and maintain knowledge of the WCVFRA personal accountability systems

7.0 Authority:

7.1 It is understood that while operating at the incident scene, the incident commander has responsibility over scene management and safety of all personnel. The ISO operating as an immediate designee of the incident commander shall have the authority to stop, alter, or suspend any unsafe activity. The ISO will then notify the appropriate division or group leader, and the incident commander of any action taken to mitigate or cease any imminent safety hazard.

8.0 Dispatch Assignments:

8.1 An ISO-II can be dispatched at the request of the incident commander for any responses not identified in section 8.3.

8.2 An ISO-II will be dispatched on all box alarm and high risk boxes.

8.3 An ISO-II will be dispatched to respond on the following types of incidents in accordance with the WCVFRA Standardized Dispatch Assignment.

8.3.1 Rescue Task Force Assignment
8.3.2 Hazardous Materials Incident
8.3.3 Mass Casualty Incident
8.3.4 Any out of county incident that three (3) or more Washington County Units have been requested.
8.3.5 Any other incident that an ISO has not been dispatched on, and a group assignment listed below is requested to respond:

- Brush Fire Assignment
- Mountain Fire Assignment
- Multi-Casualty Incident
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- Water Rescue Assignment
- Rescue Assignment

9.0 Radio Designations:

9.1 The radio designation for each on duty ISO will be as follows:
- Safety 100
- Safety 200

10.0 Vehicle and Equipment:

10.1 The intent of this program is to provide two emergency equipped vehicles to function as the assigned Safety 100 and Safety 200 units.

10.2 In the event one of these units is placed OOS, a joint effort by the WCVFRA, DES, and approved ISO responders shall be made to obtain a cleaner vehicle(s) that can function as an ISO response unit.

10.3 Each approved ISO responder shall utilize his/her issued PPE from their primary volunteer company. Any damages or loss of equipment specific to ISO response will be handled through the primary company for the response area of the specific incident. Each ISO response vehicle will be equipped with a slime green helmet that will be utilized by the on duty ISO for identification purposes.

10.4 ECC will need to know the designator of the portable being used so they are aware of who Safety 100/200 is.

11.0 Operational Safety Officer Approval Process:

11.1 All approved ISO-II’s shall function as a branch of the WCVFRA Safety Committee as outlined in the WCVFRA Bylaws, Article XI, Section 11. The Safety Committee Vice Chairperson tasked with operational safety shall serve as the ISO Team leader. The remainder of the team shall be utilized to fill out a command structure as deemed necessary. A representative from DES shall be permitted to attend ISO team meeting to provide input on safety concerns that affect DES, but will not be able to
function as an ISO-I or ISO-II until such time he/she has completed the approval process.

11.2 Any member that meets the qualifications for the ISO-I shall submit a letter of interest along with supporting documentation to the Chief of their primary affiliated company. The Chief will be responsible to verify the minimum training requirement, years of service and age. Each company will supply the ISO Team Leader with a list of eligible ISO-I personnel.

11.3 Any member that meets the qualifications for an ISO-II shall submit a letter of interest along with supporting documentation to verify the minimum training requirements, years of service and age to the ISO Team.

11.4 The ISO Team shall review all request to function as an ISO, verify all supporting documentation, conduct pre-approval interviews and report back to the Chiefs Committee, and requesting member with either an approval or denial verdict to function as an ISO. All verdicts shall be submitted in writing, and filed at the WCVFRA office. Any denied verdict shall be accompanied with a reason(s) of why the request was denied and supplied to the member to allow them the opportunity to work towards achieving approval in the future.

11.5 The ISO Team may take years of experience and service into consideration when the minimum training qualifications are not met. Within twelve (12) months from the time of approval, all minimum training qualifications will be required to be met to remain eligible for position.

11.6 The ISO Team will reevaluate all approved personnel on an annual basis.