

MASSACHUSETTS

FIRE POLICY + TRAINING



Table of Contents

Mission	1
Philosophy and Goals	2
Firefighter Code of Ethics	3
Chapter 1 - Fire Service Role and Authority	9
100 - Fire Service Authority	10
101 - Chief Executive Officer	12
102 - Oath of Office	13
103 - Policy Manual	14
Chapter 2 - Organization and Administration	18
200 - Organizational Structure	19
201 - Emergency Action Plan and Fire Prevention Plan	22
202 - Departmental Directives	24
203 - Training Policy	25
204 - Statements of Financial Interests	26
205 - Liability Claims	27
206 - Electronic Mail	28
207 - Administrative Communications	30
208 - Minimum Staffing Levels	32
209 - Post-Incident Analysis	34
210 - Annual Planning Master Calendar	38
211 - Solicitation of Funds	40
Chapter 3 - General Operations	43
300 - Incident Management	44
301 - Emergency Response	45
302 - Fireground Accountability	47
303 - Rapid Intervention/Two-In Two-Out	49
304 - Urban Search and Rescue (USAR)	52
305 - Tactical Withdrawal	54
306 - Response Time Standards	58
307 - Aircraft Operations	60
308 - Atmospheric Monitoring for Carbon Monoxide	62
309 - Staging	64
310 - High-Rise Incident Management	67
311 - Elevator Entrapments	68
312 - Elevator Restrictions During Emergencies	70
313 - Swiftwater Rescue and Flood Search and Rescue Responses	71
314 - Confined Space Rescue Response	73
315 - Wildland Firefighting	78
316 - Trench Rescues	80

Massachusetts Fire & Rescue

Lexipol Policy Manual

317 - Carbon Monoxide Detector Activations	82
318 - Safe Haven Act	84
319 - Hazardous Materials Response	87
320 - News Media and Community Relations	90
321 - Scene Preservation	94
322 - Child Abuse	97
323 - Disposition of Valuables	99
325 - Performance of Duties	100
326 - Adult Abuse	102
327 - Traffic Accidents	104
328 - Line-of-Duty Death and Serious Injury Investigations	107
329 - Massachusetts Fire Incident Reporting System (MFIRS)	110
330 - Community Volunteer Program	111
331 - Ride-Along Program	116
332 - Grocery Shopping On-Duty	119
333 - Chaplains	120
334 - Active Shooter and Other Violent Incidents	126
 Chapter 4 - Fire Prevention	 129
400 - Fire Inspections	130
401 - Permits	132
402 - Fire Investigations	134
403 - Code Enforcement	137
404 - Alternatives, Equivalencies and Modifications Requests	139
405 - Community Fire Station Visitation Program	142
406 - Fireworks Displays	145
407 - Hazardous Materials Disclosures	150
408 - Maximum Occupancy - Overcrowding	151
409 - Juvenile Firesetter Referrals	153
410 - Fire Watch Services	156
 Chapter 5 - Emergency Medical Services	 158
500 - Patient Care Reports	159
501 - Medical Supplies	162
502 - Patient Refusal of Pre-Hospital Care	164
503 - Advance Health Care Directives	168
504 - Latex Sensitivity	171
505 - Controlled Substance Accountability	173
 Chapter 6 - Training	 179
600 - Fire Apparatus Driver/Operator Training	180
601 - CPR and Automated External Defibrillator Training	181
602 - Communicable Disease Training Program	183
603 - Emergency Action Plan and Fire Prevention Plan Training	184
604 - Hazard Communication Program Training	186
605 - Hazardous Materials (HAZMAT) Training	188
606 - Hearing Conservation and Noise Control Training	192

Massachusetts Fire & Rescue

Lexipol Policy Manual

607 - Heat Illness Prevention Training	194
608 - Health Insurance Portability and Accountability Act (HIPAA) Training	196
609 - National Incident Management System (NIMS) Training	198
610 - Repetitive Motion Injuries and Ergonomics Training	200
611 - Respiratory Protection Training	202
612 - Wildland Fire Shelter Deployment Training	205
613 - Training Records	207
614 - Firefighter Health, Safety and Survival Training	211
 Chapter 7 - Equipment and Technology	 213
700 - Use of Department-Owned and Personal Property	214
701 - Personal Communication Devices	217
702 - Vehicle and Apparatus Inspections, Testing, Repair and Maintenance	221
703 - Use of Department Vehicles	224
704 - Information Technology Use	227
705 - Mobile Data Terminal Use	230
706 - Knox-Box® and Other Access Box Systems	232
707 - Communications Operations	236
708 - Public Alerts	238
709 - Photography and Electronic Imaging	240
710 - Non-Official Use of Department Property	244
 Chapter 8 - Records Management	 245
800 - Records Management	246
801 - Release of Records	248
802 - Subpoenas and Court Appearances	251
803 - Patient Medical Record Security and Privacy	255
 Chapter 9 - Safety	 262
900 - Illness and Injury Prevention Program	263
901 - Department of Labor Standards Inspections	266
902 - Department of Labor Standards Notification of Injury, Death or Hospitalization	268
903 - Communicable Diseases	269
904 - High-Visibility Safety Vests	273
905 - Soft Body Armor	275
906 - Apparatus/Vehicle Backing	277
907 - Heat Illness Prevention Program	280
908 - Respiratory Protection Program	283
909 - Personal Alarm Devices	291
910 - Health and Safety Officer (HSO)	292
911 - Vehicle Seat Belts	295
912 - Fire Station Safety	296
913 - Ground Ladder Testing	300
914 - Personal Protective Equipment	301
915 - Hazardous Energy Control	309
916 - Hazard Communication	312
917 - Personal Firearms	313

Massachusetts Fire & Rescue
Lexipol Policy Manual

Chapter 10 - Personnel	314
1000 - Recruitment and Selection	315
1001 - Performance Evaluations	320
1002 - Promotions and Transfers	324
1003 - Position Descriptions	326
1004 - Classification Specifications	327
1005 - Career Tracks	328
1006 - Fire Officer Development	329
1007 - Educational Incentives	330
1008 - Tuition Reimbursement	331
1009 - Reporting for Duty	333
1010 - Emergency Recall	335
1011 - Overtime	337
1012 - Discriminatory Harassment	339
1013 - Conduct and Behavior	344
1014 - Personnel Complaints	347
1015 - Outside Employment	354
1016 - Personal Projects On-Duty	357
1017 - On-Duty Voting in Statewide Elections	358
1018 - Personnel Records	359
1019 - Commendations and Meritorious Service	362
1020 - Grievance Procedure	365
1021 - Wellness and Fitness Program	369
1022 - Physical Fitness	371
1023 - Critical Incident Stress Debriefing	374
1024 - Workplace Violence	380
1025 - Lactation Breaks	383
1026 - Smoking and Tobacco Use	385
1027 - Drug- and Alcohol-Free Workplace	386
1028 - Personal Appearance Standards	389
1029 - Uniform Regulations	392
1030 - Badges	394
1031 - Identification Cards	396
1032 - Work-Related Illness and Injury Reporting	398
1033 - Temporary Modified-Duty Assignments	400
1034 - Release of HIPAA-Protected Information	403
1035 - Return to Work	404
1036 - Line-of-Duty Death	406
1037 - Line-of-Duty Death and Serious Injury Notification	410
1038 - Family Support Liaison	414
1039 - Funerals	416
1040 - Family and Medical Leave	419
1041 - Military Leave	427
1042 - Driver's License Requirements	432
1043 - Nepotism and Conflicting Relationships	434
1044 - Member Speech, Expression and Social Networking	437
1045 - Anti-Retaliation	441

Chapter 11 - Facility 444

1100 - Facility Security 445

1101 - Emergency Power 448

1102 - Wastewater Discharge 450

1103 - Department-Owned Fuel Storage Tanks 456

1104 - Flag Display 458

1105 - Department Use of Fire Detection and Suppression Systems 460

1106 - Fire Station Living 461

Attachments

Rapid Intervention/Two-In Two-Out

303.1 PURPOSE AND SCOPE

The purpose of this policy is to increase firefighter safety by implementing procedures for safeguarding and rescuing firefighters who are operating in environments that are immediately dangerous to life and health (IDLH).

This policy applies to all members assigned to an incident and is designed to ensure immediate assistance for members who become lost, trapped or injured by adhering to the two-in/two-out standard and designating rapid intervention teams (RITs) (29 CFR 1910.134(g)(4); G.L. c. 149, § 6 1/2).

303.1.1 DEFINITIONS

Definitions related to this policy include (29 CFR 1910.134(g)(4); G.L. c. 149, § 6 1/2):

Immediately dangerous to life and health (IDLH) - Any atmosphere that poses an immediate threat to life, would cause irreversible adverse health effects or would impair an individual's ability to escape from a dangerous atmosphere. Interior atmospheric conditions at structure fires beyond the incipient stage are considered IDLH, as are a variety of rescue types.

Initial rapid intervention team (IRIT) - A team of at least two members located outside the IDLH atmosphere to initially monitor and provide emergency rescue for responders until a larger, more formalized rapid intervention team (RIT) is created. One of the two members may be assigned to an additional role, as long as the individual is able to perform assistance or rescue activities without jeopardizing the safety or health of any firefighter at the incident. An IRIT is also known as two-in/two-out.

Mayday - The nationally adopted "call for help" term used to indicate that an emergency responder is in a situation of imminent peril where he/she is in need of immediate help.

Rapid intervention team (RIT) - A formalized designated team of individuals or companies whose sole function is to prepare, monitor and provide for effective emergency rescue of responders in IDLH atmospheres.

303.2 POLICY

It is the policy of the Massachusetts State Master Fire Department to ensure that adequate personnel are on-scene before interior operations begin in any IDLH environment. However, nothing in this policy is meant to preclude firefighters from performing emergency rescue activities before an entire team has assembled (29 CFR 1910.134(g)(4); G.L. c. 149, § 6 1/2).

303.3 PRE-DEPLOYMENT

Prior to initiating any fire attack in any IDLH environment with no confirmed rescue in progress, members should ensure that there are sufficient resources on-scene to establish two-in/two-out procedures (29 CFR 1910.134(g)(4); G.L. c. 149, § 6 1/2).

Massachusetts Fire & Rescue

Lexipol Policy Manual

Rapid Intervention/Two-In Two-Out

- (a) Members should ensure that at least two firefighters using self-contained breathing apparatus (SCBA) enter the IDLH environment and remain in voice or visual contact with one another at all times.
- (b) At least two additional firefighters should be located outside the IDLH environment.
 - 1. One of the two outside firefighters may be assigned to an additional role so long as the individual is able to perform assistance or rescue activities without jeopardizing the safety or health of any firefighter working at the incident.

303.4 INITIAL DEPLOYMENT

During the initial phase of an incident, confirmed rescues should take priority. When a confirmed rescue is identified during the initial phase of an incident, emergency rescue activities may be performed before a designated IRIT has assembled (29 CFR 1910.134(g)(4); G.L. c. 149, § 6 1/2).

All members operating in IDLH environments should be tracked and accounted for at all times, except when it would preclude firefighters from performing emergency rescue activities during the initial phase of the incident.

303.5 RIT DUTIES

The RIT should be assembled from resources at the scene, whose sole function is to prepare for, monitor and provide effective emergency rescue for responders.

- (a) To the extent possible, visual and voice communication should be maintained between those working in the IDLH environment and the RIT outside the IDLH environment.
- (b) RIT members should not be involved in any other duties that divert attention or resources away from their primary mission of responder rescue.
- (c) Additional companies may be assigned to the RIT as conditions warrant. For large incidents with multiple points of entry, multiple RITs should be considered.

303.6 EMERGENCY DEPLOYMENT OF A RIT

When a Mayday firefighter-down or firefighter-missing broadcast is transmitted, all non-emergency radio traffic should be cleared from the radio channels that the missing or trapped firefighter is using. Non-affected personnel should switch to other tactical frequencies. At least two individuals should be dedicated solely to monitoring the tactical channel. One person should be responsible for gathering information on the identity, location and condition of the trapped or missing firefighter, while the second person should communicate with the trapped or missing firefighter and offer support on the tactical channel.

For an emergency deployment of a RIT, a Rescue Group Supervisor position should be activated to coordinate the rescue as well as any fire activities in support of the rescue effort. Other divisions and groups may support the Rescue Group Supervisor's efforts by diverting fire spread through horizontal or vertical ventilation to draw fire away from the affected rescue areas and by placing hose streams to check fire spread and protect rescue efforts.

The RIT supervisor should notify the Rescue Group Supervisor before making entry for emergency rescue. The Rescue Group Supervisor should provide any assistance that is appropriate to the situation. Additional resources should be ordered as needed, including additional RITs, medical treatment and transportation groups or other organizational elements.

Personal Protective Equipment

914.1 PURPOSE AND SCOPE

The purpose of this policy is to reasonably protect Massachusetts State Master Fire Department members by providing and maintaining, at no cost to the member, personal protective equipment (PPE), safety devices and safeguards for workplace activities. PPE information related to patient care is found in the Communicable Diseases Policy.

914.2 POLICY

It is the policy of the Massachusetts State Master Fire Department to provide PPE and safeguards of the proper type, design, strength and quality needed to reasonably eliminate, preclude or mitigate a hazard.

The Massachusetts State Master Fire Department shall also establish a written maintenance, repair, servicing and inspection program for protective clothing and equipment to reduce the safety and health risks associated with improper selection, poor maintenance, inadequate care, excess wear and improper use of PPE.

914.3 PPE STANDARDS AND REQUIREMENTS

The Department will provide approved PPE that is appropriate for the hazard to members who are located in a workplace where there is a risk of injury. Members shall be expected to wear the PPE any time there is a risk of exposure to a hazard. PPE shall include all of the following guidelines, requirements and standards (29 CFR 1910.132; G.L. c. 149, § 6 1/2):

- (a) The PPE provided shall minimally meet the standards approved by the American National Standards Institute (ANSI) or other recognized authority.
- (b) When no authoritative standard exists for PPE or a safety device, the use of such equipment shall be subject to inspection and acceptance or rejection by the Division Chief in charge of the Division where the equipment will be used.
- (c) PPE shall be distinctly marked so as to facilitate easy identification of the manufacturer.
- (d) The Training Captain shall ensure that the member is properly instructed and uses PPE in accordance with the manufacturer's instructions.
- (e) The Department shall ensure that all PPE, whether provided by the Department or the member, complies with the applicable state standards.
- (f) Members are responsible for maintaining their assigned PPE in a safe and sanitary condition.
- (g) Supervisors are responsible for ensuring that all PPE is maintained in a safe and sanitary condition.
- (h) PPE shall be of such design, fit and durability as to provide adequate protection against the hazards for which they are designed.

Massachusetts Fire & Rescue

Lexipol Policy Manual

Personal Protective Equipment

- (i) PPE shall be reasonably comfortable and shall not unduly encumber member movements that are necessary to perform work.

914.3.1 HEAD PROTECTION

Members working in locations where there is a risk of head injuries from flying or falling objects and/or electric shock and burns shall wear an approved protective helmet. Each protective helmet shall bear the original marking required by the ANSI standard under which it was approved. At a minimum, the marking shall identify the manufacturer, the ANSI designated standard number and date, and the ANSI designated class of helmet. Where there is a risk of injury from hair entanglements in moving parts of machinery, combustibles or toxic contaminants, members shall confine their hair to eliminate the hazard (29 CFR 1910.135; G.L. c. 149, § 6 1/2).

914.3.2 FACE AND EYE PROTECTION

Members working in locations where there is a risk of eye injuries, such as punctures, abrasions, contusions or burns from contact with flying particles, hazardous substances, projectiles or injurious light rays that are inherent in the work or environment, shall be safeguarded by means of face or eye protection. Suitable screens or shields isolating the hazardous exposure may be considered adequate safeguarding for nearby members. The Department shall provide and require that members wear approved face and eye protection suitable for the hazard and in accordance with previously cited national standards (29 CFR 1910.133; G.L. c. 149, § 6 1/2).

914.3.3 BODY PROTECTION

Body protection may be required for members whose work exposes parts of their bodies that are not otherwise protected from hazardous or flying substances or objects. Clothing appropriate for the work being done shall be worn. Loose sleeves, tails, ties, lapels, cuffs or other loose clothing that can be entangled in moving machinery shall not be worn. Clothing saturated with flammable liquids, corrosive substances, irritants or oxidizing agents shall either be removed and not worn until properly cleaned, or shall be destroyed (29 CFR 1910.132; G.L. c. 149, § 6 1/2).

914.3.4 HAND PROTECTION

Hand protection shall be required for members whose work involves unusual and excessive exposure of hands to cuts, burns, harmful physical or chemical agents or radioactive materials that are encountered and capable of causing injury or impairment.

Hand protection (e.g., gloves) shall not be worn where there is a danger of the hand protection becoming entangled in moving machinery or materials. Use of hand protection around smooth-surfaced rotating equipment does not constitute an entanglement hazard if it is unlikely that the hand protection will be drawn into the danger zone.

Wristwatches, rings or other jewelry should not be worn while working with or around machinery with moving parts in which such objects may be caught or around electrical equipment (29 CFR 1910.138; G.L. c. 149, § 6 1/2).

Massachusetts Fire & Rescue

Lexipol Policy Manual

Personal Protective Equipment

914.3.5 FOOT PROTECTION

Appropriate foot protection shall be required for members who are exposed to foot injuries from electrical hazards; hot, corrosive or poisonous substances; falling objects; or crushing or penetrating actions, or who are required to work in abnormally wet locations. Footwear that is defective or inappropriate to the extent that its ordinary use creates the possibility of foot injuries shall not be worn. Footwear shall be appropriate for the hazard and shall comply with recognized national standards (29 CFR 1910.136; G.L. c. 149, § 6 1/2).

914.4 SELECTION, CARE AND MAINTENANCE OF PPE

PPE exists to provide the member with an envelope of protection from multiple hazards and repeated exposures. For structural firefighting, PPE is a system of components designed to work as an ensemble. Typical firefighting PPE consists of a hood, helmet, jacket, trousers, gloves, wristlets and footwear. A program for selection, care and maintenance of PPE consists of the following.

914.4.1 SELECTION

The PPE selection process should be conducted through a labor-management committee utilizing members from labor and representatives from management.

Prior to procurement, a risk assessment may be performed to include expected hazards, frequency of use, past experiences, geographic location and climatic conditions. The selection process should evaluate comparative information on all ensemble elements to ensure they will interface and perform based on the risk assessment. The process should consider the following:

- (a) PPE performance expectations, to include thermal and physiological effects
- (b) Style and design for user comfort and wear performance
- (c) Construction for quality, durability and garment life
- (d) Manufacturer ability to meet performance demand requirements, technical information, service, warranty and customer support needs

914.4.2 INSPECTION

There are two primary types of PPE inspection:

Routine inspection - Each firefighter shall conduct a routine inspection of his/her issued PPE each time the elements are exposed or are suspected of having been exposed to damage or contamination.

- (a) Coat, trouser, gloves and hood should be checked for the following:
 - 1. Soiling
 - 2. Contamination from hazardous materials or biological agents
 - 3. Physical damage, such as:
 - (a) Rips, tears and cuts

Massachusetts Fire & Rescue

Lexipol Policy Manual

Personal Protective Equipment

- (b) Damaged/missing hardware and closure systems
 - (c) Thermal damage, such as charring, burn holes and melting
 - (d) Damaged or missing reflective trim
 - (e) Shrinkage
 - (f) Loss of elasticity or flexibility at openings
- (b) Helmets should be checked for the following:
 - 1. Soiling
 - 2. Contamination from hazardous materials or biological agents
 - 3. Physical damage to the shell, such as:
 - (a) Cracks, crazing (small cracks), dents and abrasions
 - (b) Thermal damage to the shell, such as bubbling, soft spots, warping or discoloration
 - 4. Physical damage to ear flaps, such as:
 - (a) Rips, tears and cuts
 - (b) Thermal damage, such as charring, burn holes and melting
 - 5. Damaged or missing components of suspension and retention systems
 - 6. Damaged or missing components of the goggle system including:
 - (a) Discoloration
 - (b) Crazing (small cracks)
 - (c) Scratches to goggle lens, limiting visibility
 - 7. Damaged or missing reflective trim
- (c) Footwear should be checked for the following:
 - 1. Soiling
 - 2. Contamination from hazardous materials or biological agents
 - 3. Physical damage, such as:
 - (a) Cuts, tears and punctures
 - (b) Thermal damage, such as charring, burn holes and melting
 - (c) Exposed or deformed steel toe, steel midsole and shank
 - (d) Loss of water resistance

Massachusetts Fire & Rescue

Lexipol Policy Manual

Personal Protective Equipment

Advanced inspection - Advanced inspection of PPE ensembles and elements shall be conducted a minimum of every 12 months or whenever routine inspections indicate a problem may exist.

Advanced inspections shall only be conducted by trained and certified employees or a manufacturer-approved vendor certified to conduct advanced inspections. All findings from advanced inspections shall be documented on an inspection form. Universal precautions shall be observed, as appropriate, when handling elements. Advanced inspections shall include, at a minimum, the inspection criteria outlined in the applicable NFPA standard.

914.4.3 CLEANING AND DECONTAMINATION

The following rules and restrictions shall apply to the cleaning and decontamination of PPE:

- (a) Soiled and contaminated PPE elements shall not be taken home, washed in the home or washed in public laundries unless the business is dedicated to handling firefighting protective clothing.
- (b) Commercial dry cleaning shall not be used.
- (c) The Department will examine the manufacturer's label and user information for specific cleaning instructions.
- (d) Chlorine bleach or chlorinated solvents shall not be used to clean or decontaminate PPE elements.
- (e) Scrubbing or spraying with high-velocity water jets, such as a power washer, shall not be used.
- (f) All contract cleaning or decontamination businesses shall demonstrate procedures for cleaning and decontamination that do not compromise the performance of PPE ensembles and elements. Department standards identify and define three primary types of cleaning: routine, advanced and specialized.
 - 1. **Routine cleaning** - After each use, any elements that are soiled shall receive routine cleaning. It is the firefighter's responsibility to routinely clean his/her PPE ensemble or elements using the following process:
 - (a) When possible, initiate cleaning at the incident scene.
 - (b) Brush off any dry debris.
 - (c) Gently rinse off debris with a water hose.
 - (d) If necessary, scrub gently with a soft bristle brush and rinse off again if necessary. Spot clean utilizing a utility sink.
 - (e) Inspect for soiling and contamination and repeat the process if necessary.
 - (f) All elements shall be air-dried in an area with good ventilation. Do not dry in direct sunlight or use a machine dryer.

Massachusetts Fire & Rescue

Lexipol Policy Manual

Personal Protective Equipment

2. **Advanced cleaning** - Should routine cleaning fail to render the elements clean enough to be returned to service, advanced cleaning is required. In addition, elements that have been issued, used and soiled shall undergo advanced cleaning every six months, at a minimum.
 - (a) The department's Health and Safety Officer (HSO) shall manage all advanced cleaning utilizing a qualified contract cleaner.
 - (b) Advanced cleaning will be coordinated with the HSO by either the crew or by the individual. Loaner PPE will be provided for any member scheduled to work.
 - (c) Station laundering machines shall not be used to clean PPE elements.
3. **Specialized cleaning** - PPE elements that are contaminated with hazardous materials or biological agents shall undergo specialized cleaning as necessary to remove the specific contaminants.
 - (a) The PPE elements that are contaminated or suspected to be contaminated shall be isolated, tagged, bagged and removed from service until they undergo specialized cleaning to remove the specific contaminant. All bagged PPE shall include the member's name, company and shift. Universal precautions shall be observed when handling known or suspected contaminated PPE elements. For more information on decontamination of PPE after exposure, refer to the Communicable Diseases Policy.
 - (b) The department's HSO shall manage all specialized cleaning and will utilize a qualified contract cleaner. The Department, if possible, shall identify the suspected contaminant and consult the manufacturer for an appropriate decontamination agent and process.

914.4.4 REPAIR OF PPE

The department's HSO shall manage all PPE repairs utilizing a manufacturer-recognized repair facility. All elements shall be subject to an advanced or specialized cleaning before any repair work is done. Loaner PPE is available to members while repairs are being made.

914.4.5 ISSUING PPE

All PPE ensembles or elements shall be issued through the department's HSO. All fittings shall be completed by the HSO and/or by a manufacturer's representative.

- Members shall only use department-issued PPE.
- Members shall minimize the public's exposure to soiled or contaminated PPE and avoid wearing PPE to non-fire related emergencies.

Massachusetts Fire & Rescue

Lexipol Policy Manual

Personal Protective Equipment

- Members shall not wear PPE inside station living quarters or other department facilities.

914.4.6 STORAGE OF PPE

The parameters for the storage of all PPE ensembles or elements include the following:

- (a) PPE shall not be stored in direct sunlight or exposed to direct sunlight when it is not being worn.
- (b) PPE shall be clean, dry and well ventilated before storage.
- (c) PPE shall not be stored in airtight containers unless the container is new and unused.
- (d) PPE shall not be stored at temperatures below 40 degrees F or above 180 degrees F.
- (e) PPE shall be stored in a protective case or bag to prevent damage if stored in compartments or trunks.
- (f) PPE shall not be subjected to sharp objects, tools or other equipment that could damage the ensemble or elements.
- (g) PPE shall not be stored inside living quarters or with personal belongings, or taken or transported within the passenger compartment of personal vehicles unless it is stored in a protective case or bag.
- (h) PPE shall not be stored in contact with hydraulic fluids, solvents, hydrocarbons, hydrocarbon vapors or other contaminants.

914.4.7 PPE TRAINING

The Training Captain shall be responsible for the following:

- (a) Upon issue, all members shall be provided training on this policy along with the manufacturer's written instructions on the care, use and maintenance of their PPE, including any warnings issued by the manufacturer.
- (b) New firefighters shall receive training in the care, use and maintenance of their PPE before participating in live fire training or operations. All other firefighters shall receive training as needed when PPE ensembles or elements are upgraded or changed.

914.4.8 PPE RECORD KEEPING

The Department shall maintain or require contracted vendors to maintain records on all structural firefighting ensembles or elements to include:

- (a) The name of the member to whom the element is issued.
- (b) The date and condition of the element when issued.
- (c) The manufacturer, model name or design.
- (d) The manufacturer's identification number, lot number or serial number.

Massachusetts Fire & Rescue

Lexipol Policy Manual

Personal Protective Equipment

- (e) The month and year of manufacture.
- (f) The dates and findings of all advanced inspections.
- (g) The dates of advanced cleaning, specialized cleaning or decontamination, and by whom it was performed.
- (h) The date of any repairs, the person who repaired the PPE and a brief description of the repair.
- (i) The date the element was removed from service (retirement).
- (j) The date and method the element was disposed.

914.4.9 PPE RETIREMENT

All PPE ensembles and elements that are worn or damaged to the extent that the Department deems that it is not possible or cost effective to repair shall be retired. All PPE ensembles and elements that are no longer useful for emergency operations but are not contaminated, defective or damaged shall be retired.

Retired PPE ensembles and elements shall be destroyed or disposed of by the Department in a manner ensuring that they will not be used in any firefighting or emergency activities, including training. Retired PPE may only be used for training when that training does not include live fire. Any PPE used for training shall be clearly marked: "Training only. No live fire."

914.4.10 SPECIAL INCIDENT PROCEDURE

If any member of the Massachusetts State Master Fire Department suffers a serious injury or death while wearing PPE, the following procedure should be followed:

- (a) The PPE will immediately be removed from service.
- (b) Custody of the PPE will be maintained by the Fire Chief or the authorized designee, and the PPE shall be kept in a secure location with controlled, documented access.
- (c) All PPE shall be non-destructively tagged and stored only in paper or cardboard containers to prevent further degradation or damage. Plastic airtight containers shall not be used.
- (d) The PPE shall be made available to the department's investigation team (see the Line-of-Duty Death and Serious Injury Investigations Policy) or outside experts as approved by the Fire Chief or the authorized designee, to determine the condition of the PPE.
- (e) The Fire Chief or the authorized designee shall determine the retention period for storage of the PPE.

Daily Training Bulletins

Better Policy Understanding in Just Minutes a Day

Even the best policy manual isn't effective if it's not backed by ongoing training. Yet too often, public safety agencies merely ask personnel to acknowledge policies; they don't train on them. This creates risk for personnel and vulnerability for the agency.

Lexipol's Daily Training Bulletins use a proven system of solid, realistic, ongoing and verifiable training to help personnel learn to apply policies and improve their ability to make well-reasoned decisions. These brief, scenario-based lessons provide a convenient way to enhance your members' policy understanding. Each Daily Training Bulletin takes just a few minutes to complete and includes a test question to measure comprehension.

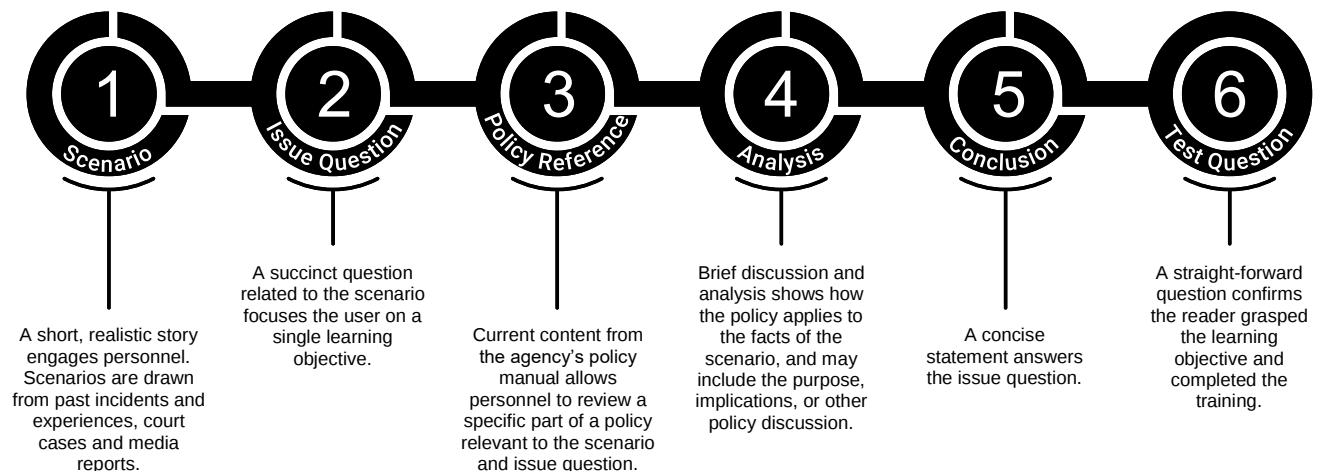
Training Designed to Protect

Lexipol's Daily Training Bulletins cover many aspects of your policy manual, with a focus on high-risk, low-frequency events – the incidents that pose the most risk to your personnel. Daily Training Bulletins are written by public safety experts and use news stories, industry reports, and court cases as inspiration to create realistic, relatable scenarios.

Each month, you'll receive a package of Daily Training Bulletins to review and issue to your members. Using Lexipol's online platform, you can:

- Customize and edit the training bulletins to reflect agency-specific practices
- Determine when you want your personnel to complete training and how many training bulletins you want to issue
- Tailor training so specific groups are assigned to complete only the bulletins applicable to them
- Generate reports that track completion of training
- Create custom training bulletins, or group bulletins into special-focus training packages

Anatomy of a Daily Training Bulletin



Rapid Intervention - Two-In Two-Out

Topic: General Operations

DTB Date:

SCENARIO:

You and your crew are the only firefighters on-scene at a three-story apartment complex fire. The fire is in two units on the first floor. You are preparing to advance a hoseline to the location of the fire when you hear someone yelling above you. You look up. A woman is leaning her head out of a window and pleading for you to rescue her. The fire has almost reached her apartment.

Captain Frank Johnson says to you, "You and Firefighter Maru Lopez grab a ladder and rescue her, and I'll try to knock down the fire."

ISSUE: Can you perform this rescue before an initial rapid intervention team (IRIT) has assembled?

REFER:

303.1.1 DEFINITIONS

Definitions related to this policy include (29 CFR 1910.134(g)(4); G.L. c. 149, § 6):

Immediately dangerous to life and health (IDLH) - Any atmosphere that poses an immediate threat to life, would cause irreversible adverse health effects or would impair an individual's ability to escape from a dangerous atmosphere. Interior atmospheric conditions at structure fires beyond the incipient stage are considered IDLH, as are a variety of rescue types.

Initial rapid intervention team (IRIT) - A team of at least two members located outside the IDLH atmosphere to initially monitor and provide emergency rescue for responders until a larger, more formalized rapid intervention team (RIT) is created. One of the two members may be assigned to an additional role, as long as the individual is able to perform assistance or rescue activities without jeopardizing the safety or health of any firefighter at the incident. An IRIT is also known as two-in/two-out.

Mayday - The nationally adopted "call for help" term used to indicate that an emergency responder is in a situation of imminent peril where he/she is in need of immediate help.

Rapid intervention team (RIT) - A formalized designated team of individuals or companies whose sole function is to prepare, monitor and provide for effective emergency rescue of responders in IDLH atmospheres.

303.4 INITIAL DEPLOYMENT

During the initial phase of an incident, confirmed rescues should take priority. When a confirmed rescue is identified during the initial phase of an incident, emergency rescue activities may be performed before a designated IRIT has assembled (29 CFR 1910.134(g)(4); G.L. c. 149, § 6).

All members operating in IDLH environments should be tracked and accounted for at all times, except when it would preclude firefighters from performing emergency rescue activities during the initial phase of the incident.

ANALYSIS:

Adequate staffing is critical to ensure that sufficient resources are available to perform emergency operations safely. An IRIT of two members can provide rescue for responders if needed during initial operations. A confirmed rescue may require immediate action before an IRIT has been assembled. A confirmed rescue is a priority and should be performed as soon as possible. If a rescue operation is performed before an IRIT can be assembled, an IRIT should be assembled as soon as possible. The IRIT should support the rescue operation and be prepared to rescue those performing the rescue operation if needed.

CONCLUSION:

The confirmed rescue is a priority and should be performed as soon as possible even if it occurs before an IRIT can be assembled. If this occurs, establishing an IRIT as soon as possible will ensure a rescue team is available for responders if needed.

QUESTION:

During the initial phase of an incident, an IRIT must be assembled before a confirmed rescue can be performed.

ANSWERS:

- (a) True
- (b) False

CORRECT ANSWER:

False
