



Department of Emergency Response
And Communications
Cortland County 911
Public Safety Building; Suite 201
54 Greenbush Street
Cortland, New York 13045

300-001	Title- FIREFIGHTER ACCOUNTA	
Effective Date February 23 rd , 2000	References – September 21 st , 2011 – modified due to new color scheme and tag system October 23 rd , 2013 – revised to recognize helmet sticker addition	
Next Scheduled Review		
Modified Date October 23 rd , 2013	CLASSIFICATION – STANDARD OPERATING GUIDELINE	Approved By -

PREFACE: The Cortland County Fire Chiefs Association adopted this policy on February 23rd, 2000. This policy was amended and adopted on September 21st, 2011, January 22nd, 2013 and October 23rd, 2013. This policy is to be adhered to by all Cortland County Fire Departments.

PURPOSE: In order to improve fire ground safety for all members of the Cortland County Fire Service, it is necessary to be able to account for all personnel assigned to or working at the scene of a fire or rescue emergency. Additionally, 29 CFR 1910.134(b)(8)(OSHA) requires that appropriate surveillance of employee work area conditions and degree of employee exposures or stress to be maintained when SCBA is in use.

In order to simply and readily identify the certification level of firefighters on fire and emergency incidents, all members of the Cortland County Fire Service shall display a colored reflective sticker indicating their certification on his / her helmet.

REFERENCES: 29 CFR 1910.134(b)(8)
12NYCRR Section 800.7 - Emergency Escape and Self Rescue Ropes and System Components for Firefighters

SPECIAL NOTES:

The Cortland County Department of Emergency Response and Communications will issue tags in accordance with Policy Number 100 – 003 “Firefighter Certification System”. These are the only tags that are permitted for use by all 12 Cortland County Fire Departments.

It also needs to be noted and explicitly identified that the following departments have Emergency Escape Systems that contain descending type devices to control their descent from elevations greater than ground level:

Cortland, Cortlandville, Homer, Marathon, McGraw, Preble, Truxton, and Virgil

POLICY:

1. TAG COLOR CODES

- a. White - Support
- b. Orange - Recruit
- c. Red - Exterior
- d. Green - Interior
- e. Blue - FAST

2. In addition to accountability tags, firefighters shall display two (2) reflective stickers, clearly visible on both left and right sides of his/her helmet to signify their certification level. The color of the reflective sticker shall coincide with the accountability tag color coding system.

Note – on traditional ribbed helmets, the sticker shall be in the space forward of the center rib area on each side of the helmet.

Note – the reflective sticker will be purchased by the Cortland County Fire Chiefs Association and shall be the only stickers that meet this policy.

- a. No Sticker - Support
- b. Orange - Recruit
- c. Red - Exterior
- d. Green - Interior
- e. Blue - FAST

3. DEFINITIONS

- a. Firefighter Assistance Search Team (FAST) – a team of interior firefighters who are designated for the single purpose of conducting search and rescue of downed, trapped or lost firefighters. Assigned by the Incident Commander, these firefighters must be fully equipped and prepared to react immediately upon orders from the IC. Once designated, they

may not be assigned any other task, unless the IC first arranges for substitutes.

- b. Hazardous Environment – a hazardous environment is any environment that poses, or has the potential of posing an unreasonable risk to human health and life. Examples of said hazardous situations, but not limited to are:

Contaminated Atmospheres or Oxygen Deficient Atmospheres

Vicinity of Potential Explosions

Vicinity of Haz Mat Leak or Spill

Anywhere a person could fall from elevations greater than 20 feet

Areas around a body of water where a person could fall and drown

- c. Entry Officer – the entry officer will control the entry point by collecting the Task Accountability Tag from Firefighters prior to entering the structure. The Entry Officer must retrieve the tags left at the door.

The Entry Officer will remind each firefighter to arm their pass alarm device.

- d. Entry Board – is a special board for maintaining firefighter accountability for firefighters entering a hazardous environment. The board is arranged with rings. Tags should be attached to the board by team and assignment with the team leader's tag clipped to the leader's tag.

- e. Accountability Tags – ID tags used to account for firefighters presence on Emergency Incidents. Two tags are issued to each member with one being a scene tag and the second being a task tag.

- f. Manpower Sector Officer – individual responsible for sending a runner to collect all of the accountability tags. The Manpower Sector Officer will also rotate personnel through the sector so that there is always relief crews prepared to be assigned.

METHOD:

1. Every firefighter and officer will be issued two accountability tags which are to be attached to the outside of their turnout coat. The accountability tags will have the following information listed on them:
 - a. Front of Tag – Department Name, Name, ID#, Picture, Certification Level
 - b. Back of Tag – Qualifications (Driver, Fire Police, EMS), agency and member ID
2. All brand new firefighters that are probationary, untrained and / or are enrolled in the New York State Division of Homeland Security – Emergency Services Scene Support Course or the Cortland County Firefighter Boot Camp shall be issued tags that say Recruit with an Orange Stripe on them. One of the two tags will be used as the scene accountability tag. The other tag will be used as an on scene identification tag to indicate firefighters not qualified for interior structural firefighting.
3. Firefighters who have received Scene Support or higher but may no longer operate on the fireground may receive plain white SUPPORT tags. These members would be those who only drive, operate as fire police and or ems personnel. Firefighters who throw ladders, operate hose lines, operate extrication equipment should be trained to and receive the Exterior Level.
4. Firefighters not qualified for interior structural firefighting but possess at a minimum the New York State Division of Homeland Security – Emergency Services Scene Support Course may be issued ID tags that say Exterior with a Red Stripe on them. One of the two tags will be used as the scene accountability tag. The other tag will be used as an on scene identification tag to indicate firefighters not qualified for interior structural firefighting.
5. Firefighters qualified for interior structural firefighting and SCBA use may be issued ID Tags that say Interior with a Green Stripe on them. One of the two ID tags will be used as the interior accountability tag.
6. Firefighters qualified for FAST Operations may be issued tags that say FAST with a Blue Stripe on them. One of the two ID tags will be used as the interior accountability tag.
7. Firefighters whose training requirements vary and don't necessarily fit into any of the listed certifications will be issued tags that say Support and will be all white. The designation will be defined by the Authority Having Jurisdiction. Support Members shall be limited to Fire Police, Drivers and EMS personnel. Firefighters who operate on the fireground throwing ladders, stretching hose, operating extrication equipment, etc... shall be classified as Exterior as a minimum.

8. When arriving on a fire truck, one of the firefighter's accountability tags will be placed on the ring on the driver's side mirror.
9. Firefighters arriving at the scene of an incident during the "set up" stage will tag in on the nearest fire truck and assist anywhere they are needed (hooking hydrants, ventilation, rescue, initial attack, etc...).
10. Firefighters arriving on the scene after the operations have begun will report immediately to the manpower staging area assigned to that incident and tag in.
11. Firefighters will immediately don full protective equipment and those who are Interior or FAST will also don an airpack.
12. Just prior to entering a Hazardous Environment or beginning interior structural firefighting, the firefighter's task tag will be given to the Incident Commander or Entry Officer if one has been assigned.
13. If the Incident Commander is not available or an Entry Officer has not been assigned, the firefighters will hook their tags to the team leaders tag and attach it to the entry board if available. If no entry board is available, the firefighters will hook their tags together. The entry board or firefighter accountability tags will be left at the hinged side of the door before entering the structure.
14. Once an Entry Officer is assigned, the tags will be collected.
15. Roof Sector Personnel must tag in –
 - a. With the Entry Officer if one has been assigned
 - b. On the ring located at the pump panel of the aerial
 - c. With the Incident Commander when climbing ground ladders
16. When you are given an assignment you will proceed to do the task in which you were given. After completing that assignment or upon exiting the structure or other Hazardous Environment, you will retrieve your Accountability Task Tag and return to the manpower staging area and await further assignments. At the end of each assignment you will always return to the manpower sector.

RESPONSIBILITIES

1. Incident Commander
 - a. It is the responsibility of the Incident Commander to account for all personnel involved in mitigating a fire, hazardous materials or rescue emergency.

- b. A FAST Team must be designated as soon as possible on all working structure fires and other confined space or hazardous environment incidents. The Incident Commander should keep the FAST Team with the Command Post at all times.

2. Firefighters

- a. Upon exiting the structure or other hazardous environments, firefighters must retrieve their Accountability Task Tags.
- b. In the interest of firefighter safety, the Accountability System is intended to be the means for accounting of firefighters. It is the responsibility of all firefighters to participate in the program fully.

ISSUED BY COUNTY CHIEFS PRESIDENT

ISSUED BY FIRE COORDINATOR

Michael Biviano

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