



PURPOSE: Establish accountability and communication that fall outside of normal emergency scene operations.

RESPONSIBLE: Incident Commander

GUIDELINES:

I. Level 1 Accountability

The personnel accountability system shall be in place at the start of every shift and is the responsibility of the Company Officer. Company passports shall accurately reflect the members of the crew at all times. The green passport shall be kept with the Company Officer while operating on an emergency scene, unless relinquished to another supervisor as the complexity of the incident dictates (i.e. Division or group). The yellow passport shall also accurately reflect the appropriate crew members, and will be kept on the front passenger side of the assigned apparatus. The yellow passport shall be kept in a location that is easily identifiable. Company identifiers (Rockers) on PPE shall accurately identify the current assignment of the individual. A copy of the daily roster (i.e. Telestaff) shall be kept in every apparatus to assist with accountability. Any company member operating away from his/her crew, and outside the IDLH (i.e. Engineer at pump penal) shall have his/her name tag placed upside down on the passport. Telestaff and/or agency rosters will be printed/accessed by each Company Officer and placed in assigned unit at the beginning of each 24 hr. shift.

II. Level 2 Accountability

Level 2 Accountability (FATS) shall be activated at all 2nd alarm or greater incidents, or at the discretion of the Incident Commander (IC) (this incorporates the use of the yellow passports to augment and support the Level 1 accountability).

III. Priority Traffic

A. Criteria for reporting "Priority Traffic"

1. Extraordinary hazard
2. Additional situations, which not addressed, may create an potential danger to firefighters



- B. Company responsibilities
 - 1. Transmit, "Resource identifier with Priority Traffic"
 - 2. If not acknowledged after a couple of seconds, make a second transmission
 - 3. After acknowledgment has been received, transmit required information
- C. Incident Command responsibilities
 - 1. Acknowledge the Priority Traffic
 - 2. Repeat message
 - 3. Announce any operational changes
- D. Sample radio traffic
 - 1. Unit – "IC, unit identifier, with Priority Traffic"
 - 2. IC – "All companies hold your radio traffic, unit with emergency traffic go ahead with your traffic"
 - 3. Unit – "Structural integrity is compromised probable building collapse on the Charlie / Delta corner. I recommend we evacuate the building and move to a defensive mode."
 - 4. Command – "Command copies a partial building collapse on the Charlie / Delta corner."
- E. Considerations
 - 1. All personnel operating on the emergency scene should hold all non-essential radio traffic.
 - 2. At the conclusion of the Priority Traffic, the IC should transmit an "All clear, resume normal radio traffic."

IV. Emergency Radio Traffic

- A. Criteria for reporting an "Emergency Traffic"
 - 1. Missing firefighters after multiple attempts to contact
 - 2. Change in strategy or operational mode
 - 3. Locating a civilian
 - 4. Building collapse
 - 5. Locating an area of fire that is unknown to other companies
 - 6. Extraordinary hazard
 - 7. Additional situations which create an immediate danger to firefighters
- B. Company responsibilities
 - 1. Transmit, "Resource identifier with emergency traffic."
 - 2. If not acknowledged after a couple of seconds, make a second transmission
 - 3. After acknowledgment has been received, transmit your information



- C. Incident Command responsibilities
 - 1. Acknowledge the priority traffic
 - 2. Repeat message
 - 3. Announce any operational changes

- D. Sample radio traffic
 - 1. Unit – “IC, unit identifier, with emergency traffic.”
 - 2. IC – “All companies hold your radio traffic, unit with emergency traffic go ahead with your traffic.”
 - 3. Unit – “There has been a building collapse on the Charlie / Delta corner. I recommend we evacuate the building and move to a defensive mode.”
 - 4. IC – “IC copies a building collapse on the Charlie / Delta corner.”

- E. Considerations
 - 1. All personnel operating on the emergency scene should hold all non-essential radio traffic.
 - 2. At the conclusion of the emergency traffic, the IC should transmit an “All clear, resume normal radio traffic.”

V. Evacuation Procedures

Radio transmission should be announced by transmitting an “Emergency traffic” and state “All companies evacuate the building.”

- A. Company responsibilities
 - 1. All personnel operating on the emergency scene should initiate evacuation procedures if an immediate danger to the safety of personnel exists.
 - 2. After initiating the evacuating procedure, give the IC a CAN report.
 - 3. Account for crew and prepare for a PAR.

- B. Incident Command responsibilities
 - 1. Announce any operational changes.
 - 2. Confirm a PAR for the entire incident.

- C. Considerations
 - 1. The evacuation signal will consist of a repeated short blast of the air-horn for a period of no longer than ten seconds, followed by ten seconds of silence. This should be completed three times.
 - 2. A PAR should include your company identifier, number of personnel and/or any other pertinent company information.



VI. Mayday

Make at least one attempt to solve your emergency before making a mayday.

- A. Criteria for calling a mayday
 1. Lost or missing member
 2. SCBA malfunction or large loss of air
 3. Trapped or entangled
 4. Member seriously injured or incapacitated
 5. Any life-threatening condition that cannot be resolved in 30 seconds
- B. Firefighter's responsibilities
 1. Transmit, "Mayday, mayday, mayday".
 2. Attempt to activate the emergency button on the portable radio
 3. If not acknowledged after a couple of seconds, make a second transmission.
 4. After acknowledgment has been made by the IC, transmit a LUNAR
- C. Incident Command responsibilities
 1. Acknowledge the mayday
 2. Gather LUNAR information
 3. Initiate rescue operations
 4. Announce any operational changes that may include moving emergency scene operations to a separate tactical channel.
 5. Advise fire dispatch of the mayday and request additional resources.
- D. Sample radio traffic
 1. Firefighter – "Mayday, mayday, mayday"
 2. IC – "IC copies the mayday, go ahead with your traffic."
 3. Firefighter – "This is firefighter Jones from unit identifier. I was completing a right hand search on the second floor and have become disoriented and low on air, send RIC for help."
 4. IC – "IC copies, firefighter Jones from unit identifier is disoriented and low on air. Activate your PASS device, stay calm, slow your breathing down, and try to locate an exit."



E. Considerations

1. All personnel operating on the emergency scene should hold all non-essential radio traffic.
 2. At the conclusion of the emergency traffic or mayday, the IC should transmit an "All clear, resume normal radio traffic."
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DEFINITIONS:

- **Priority Traffic** – Radio transmission used when important information regarding the incident needs to be communicated.
- **Emergency Radio Traffic** – Radio transmission used when immediate safety issue regarding the incident needs to be communicated.
- **Evacuation Procedures** – Radio transmission used to evacuate firefighters from the IDLH area.
- **Mayday** – Radio transmission used when you or someone close to you has an emergency.
- **CAN report** – Mnemonic used on an emergency incident to update the IC on emergency incident operations.
 - C- Conditions
 - A- Actions
 - N- Needs
- **PAR** – Mnemonic used on an emergency incident to update the IC on crew accountability
 - Personal Accountability Report.
- **LUNAR**
 - L-Location
 - U-Unit
 - N-Name
 - A-Actions
 - N-Needs

**** NOTE: NUCAN** - Mnemonic used by Sacramento County Fire Agencies



REFERENCES:

- NFPA 1500 – Standard on Fire Department Occupational Safety & Health Program
- NFPA 1561 – Standard on Emergency Incident Management Systems & Command Safety
- California State Fire Training – Rapid Intervention Crew Operations
- California State Fire Training – Firefighter Survival
- California State Fire Training – Command and Control RIC Deployment
- IAFF- Fire Ground Survival

REVIEW/REVISION HISTORY:

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AN ORGANIZATION DEDICATED TO THE DELIVERY OF EXCEPTIONAL FIRE AND LIFE SAFETY SERVICES THROUGH COLLABORATION AND TEAMWORK

Signature Page



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