



Operating Guideline/Policy Statement No. 314: Incident Safety Officer

Enactment Date: 3/6/2006

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Items in this document using "shall" are to be deemed Policy Statements.

Section 1: Purpose

This Operating Guideline/Policy Statement provides guidance and direction in designating an Incident Safety Officer (ISO) at all incidents where the response has reached or exceeded the Box Alarm level, or where the Incident Commander (IC) believes an ISO will add to the operational safety. The ISO shall ensure the safety of all personnel through a proactive and ongoing risk analysis that identifies and mitigates hazards at any incident scene or training exercise where there is an operational deployment.

Section 2: Scope

This OG/PS applies to all MABAS Division 1 Fire Departments.

Section 3: Definitions

Incident Safety Officer (ISO):

A command-level position responsible for physically monitoring incident scene safety. The ISO shall be a company officer or higher.

Rapid Intervention Group Supervisor (RIGS):

The Rapid Intervention Group Supervisor (RIGS) is the officer in charge of the Rapid Intervention Group.

Rehab Group Supervisor (RGS):

Directs all incident rehabilitation activity including both medical evaluation and Critical Incident Stress Debriefing (CISD) personnel evaluation.

Section 4: Background

4.1 Notification

Requesting an ISO shall be through the MABAS Division 1 dispatch center as described in the stricken community's box card. It shall be the responsibility of the dispatch center of the assigned ISO to directly notify that department of the need for their response. If that department is not able to respond with a qualified ISO, notification must be made to MABAS Division 1 dispatch as soon as possible so that succeeding requests for an ISO can be made per the box card or the IC's request.

4.2 General Safety

General safety rules adopted by MABAS Division 1, by reference or in entirety, shall be enforced at all emergency incidents. The ISO should use a MABAS Division 1 ISO Checklist

for all incidents. The ISO shall determine appropriate actions to be taken if an unsafe act or condition is identified on the fireground. General safety concerns that are not immediately dangerous shall be relayed to the IC for appropriate measures to be taken.

The ISO shall have the authority and responsibility to halt any unsafe act up to and including total evacuation of the structure or surroundings in any condition that is deemed extreme or potentially catastrophic during the incident and shall do so immediately. Communications referring to this type of situation shall follow the "Emergency Traffic" guidelines; *MABAS Division 1 OG/PS #212; Emergency Communications*. The IC shall be notified after corrective action is taken.

The ISO position should be filled on all MABAS Box Alarm responses, upon the request of the IC, or considered on the following incidents/training exercises:

- Structure fires
- Hazardous materials
- Technical rescues
- Water rescues
- Multicompany training exercises
- Large scale training exercises
- High-risk training exercises (e.g., ice diving, trench operations, etc.)

4.3 Position Requirements

The following position requirements are established for persons who wish to fill the ISO position at MABAS Division 1 incidents. It is recommended that departments establish these same requirements as minimums for internal personnel.

- Fire Officer designation within the sponsoring department and hold the corresponding Office of the State Fire Marshal (OSFM) certification.
- OSFM Certification for Fire Department Incident Safety Officer.
- Knowledge of the skills necessary to manage fireground operations.
- Knowledge in accountability and rehabilitation operations.
- Knowledge or background in building construction.

- Knowledge of health and safety hazards associated with fireground operations.
- Knowledge of all MABAS Division 1 OG/PSs.
- Ability to respond with an SCBA and certified to use it during the incident.

Section 5: Responsibilities

5.1 Initial Actions

The ISO shall respond to the incident and report to the IC. The ISO Checklist shall guide the ISO through the scene evaluations that need to be conducted. The ISO shall complete the following tasks:

- Don the appropriate level of personal protective equipment (PPE).
- Report to IC for briefing of incident status.
- Conduct a 360° size-up of the incident using the ISO Checklist as a guideline.
- Evaluate the incident following accepted practices:
 - Consider building construction, fire behavior, and areas where personnel are operating.
 - Confirm that utilities are disconnected or secured.
 - Accountability of personnel.
 - Operations evaluation per the ISO Checklist
 - Special consideration shall be given to vacant buildings, bowstring truss construction, and other high-hazard occupancies.
- Report findings and evaluate the operational plan with the IC.

5.2 On-going Incident Actions

The ISO shall continuously monitor incident operations and conditions and transmit all pertinent information to the IC. Conditions or actions warranting immediate action shall be transmitted to the IC by the ISO. Conditions requiring immediate action include but are not limited to:

- Rapidly changing fire conditions.

- Impending or actual structural collapse.
- MAYDAY.
- Change in operational mode (e.g., offensive to defensive).
- Emergency evacuation of the structure and or scene.

The ISO shall work collaboratively with other Branches, Divisions, or Groups that have been established and activated within the Incident Management System (IMS). During long-duration incidents, an ISO representative shall be present in all strategy and planning sessions. Certain incidents may require the assignment of an assistant safety officer(s) due to the size and complexity of the scene. This assistant safety officer(s) shall meet all position requirements specified in Section 4.3 of this policy.

5.3 MAYDAY Actions

During a MAYDAY the ISO shall continue to operate as the ISO and continue to conduct assigned activities. The ISO should meet with the RIGS as soon as practical to evaluate the situation. In certain circumstances, the ISO may be reassigned by the IC to fill the role of RIGS. If the ISO has been reassigned to a different role the IC shall reassign the ISO position as soon as practical.

5.4 Specialized Incidents

The ISO shall not be responsible for supervising any specialized group (e.g. hazardous materials, technical rescue, water rescue, etc.) unless certified to be a supervisor for the specialized group. If the ISO is reassigned by the IC as the technical safety officer the IC shall reassign the ISO position as soon as practical. Specialty teams shall provide their own technical safety officer(s) during emergency operations. The ISO shall evaluate the hazards that specialized incidents present to personnel operating on the fireground and work as a liaison between the specialty team technical safety officer and the IC.

5.5 Incident Termination and Post-Incident Requirements

Upon termination of the incident or striking of the box alarm, the ISO should have a face-to-face meeting with the IC to exchange information before being released from the scene. The information exchange should include but is not limited to the following:

- Current safety status of the incident.
- Summary of the ISO's actions while on scene.
- Injuries to personnel on scene.

- Unsafe acts or practices noted while on scene.
- Recommendations for continued operational safety.

Section 6: Forms

MABAS Division 1 Incident Safety Officer Checklist

MABAS Division 1 Incident Safety Officer Specialty Team Safety Checklist

MABAS Division 1 Incident Safety Officer Checklist

Name: _____ Date: _____ Radio Freq Assigned: _____

Location: _____ Level of Alarm: _____ Command: _____

Time of Incident:			Entry Time:					Attack Duration:				
Elapsed Time	5	10	15	20	25	30	35	40	45	50	55	60

<input type="checkbox"/> Passport Delivered to IC	<input type="checkbox"/> RIT Established	<input type="checkbox"/> Vest/Identifier Donned
<input type="checkbox"/> IC Briefing	<input type="checkbox"/> RIT Supervisor:	<input type="checkbox"/> Accountability Estab.
<input type="checkbox"/> 360 ⁰ - Review Pre-Plan	<input type="checkbox"/> RIT Briefing	<input type="checkbox"/> Proper Level of Alarm

Incident Information

Action Plan	OFFENSIVE	TRANSITIONAL	DEFENSIVE
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Incident Evaluations

<input type="checkbox"/> Evaluate & Remove Imminent Hazards	Advise IC of Potential Hazards	
<input type="checkbox"/> Egress Routes (x 2)	<input type="checkbox"/> Monitor Smoke Color/Volume Density/Velocity	<input type="checkbox"/> Interior Operations
<input type="checkbox"/> Monitor Progress		<input type="checkbox"/> Stairwells Used
<input type="checkbox"/> Appropriate PPE Use		Evacuation _____ Attack _____
<input type="checkbox"/> Water Supply Estab.	<input type="checkbox"/> FD Connection Made	
<input type="checkbox"/> Building Integrity	<input type="checkbox"/> Truss Concerns	<input type="checkbox"/> Number of Stories
<input type="checkbox"/> Fire Locations	<input type="checkbox"/> Overload Hazards	<input type="checkbox"/> Building Protection

Significant Incident Events	Rescue(s)	Flashover	Backdraft	Collapse (Height + ½)
	Master Streams	Primary Search	Ventilation	Forcible Entry
	How Long Operating	Secondary Search	MAYDAY	

<input type="checkbox"/> Monitor Air Quality	<input type="checkbox"/> PAR Checks	<u>Accident/Injuries</u> <input type="checkbox"/> Injured to Hospital <input type="checkbox"/> Corrective Actions Taken <input type="checkbox"/> Retain all PPE <input type="checkbox"/> Other
<input type="checkbox"/> Reported on Radio	<input type="checkbox"/> Traffic Hazards	
<input type="checkbox"/> Utilities Controlled	<input type="checkbox"/> Scene Security	
<input type="checkbox"/> Lighting Needs	<input type="checkbox"/> Rehab Established	
<input type="checkbox"/> EMS – Minimum 2 Amb		

MABAS Division 1 Incident Safety Officer Specialty Team Safety Checklist

<u>HazMat Incident</u>	<u>Trench/Excavation Rescue</u>
<input type="checkbox"/> Scene Security	<input type="checkbox"/> Approach scene safely/end vs edge
<input type="checkbox"/> Evacuation vs. Sheltering in place	<input type="checkbox"/> No rescuers in unprotected trench
<input type="checkbox"/> Hot, Warm, & Cold zones established	<input type="checkbox"/> Proper control zones established
<input type="checkbox"/> Proper PPE for hazards before entry	<input type="checkbox"/> Perform air quality monitoring in/around
<input type="checkbox"/> Back-up team(s) ready before entry	<input type="checkbox"/> Rescue or recovery mode
<input type="checkbox"/> Decon established before entry	<input type="checkbox"/> Remove vibration sources 300 ft. radius
<input type="checkbox"/> EMS adequate for victims/rescuers	<input type="checkbox"/> Superimposed loads away from trench edge
<input type="checkbox"/> Perform air quality monitoring	<input type="checkbox"/> EMS adequate for victims/rescuers

<u>Water Rescue/Recovery</u>	<u>Structural Collapse Rescue</u>
<input type="checkbox"/> Scene security/safety	<input type="checkbox"/> Approach scene safely
<input type="checkbox"/> Back-up/90% diver before recovery	<input type="checkbox"/> Proper control zones established
<input type="checkbox"/> PFDs for boat and shore personnel	<input type="checkbox"/> Perform air quality monitoring
<input type="checkbox"/> Proper Groups/Divisions established	<input type="checkbox"/> Establish collapse zones before entry
<input type="checkbox"/> EMS adequate for victims/rescuers	<input type="checkbox"/> Establish escape routes before entry
	<input type="checkbox"/> EMS adequate for victims/rescuers

<u>Confined Space Rescue</u>	<u>Rope Rescue</u>
<input type="checkbox"/> Approach scene safely/control zones	<input type="checkbox"/> Equipment systems checked
<input type="checkbox"/> Perform air quality monitoring	<input type="checkbox"/> Proper PPE on personnel
<input type="checkbox"/> Ventilate space when safe	<input type="checkbox"/> Proper control zones established
<input type="checkbox"/> Entry permit 1) Type of space	<input type="checkbox"/> Terminology used/agreed upon
2) Hazards	<input type="checkbox"/> EMS adequate for victims/rescuers
<input type="checkbox"/> Back-up team(s) for entrants	<input type="checkbox"/> Scene security
<input type="checkbox"/> EMS adequate for victims/rescuers	