



Fire Department Orientation / Organization

Objectives

- Identify the organization of the fire department.
- Identify the basic firefighter's role as a member of the fire service.
- Identify the mission of the fire service.
- Identify the fire department documents that apply to the position of firefighter.

Objectives

- Identify the function of Standard Operating Procedures / Guidelines.
- Identify the components of a member assistance program.
- Identify the roll of other agencies as they relate to the fire department.
- Define the chain of command as it applies to a fire department.

Organization of the Fire Department

- Generally the components of any given fire department are:
 - Administration
 - Line
 - Staff

Organization of the Fire Department

- Administration
 - Responsible for the day-to-day operation of the department
 - Consists of the Chief and any support staff

Organization of the Fire Department

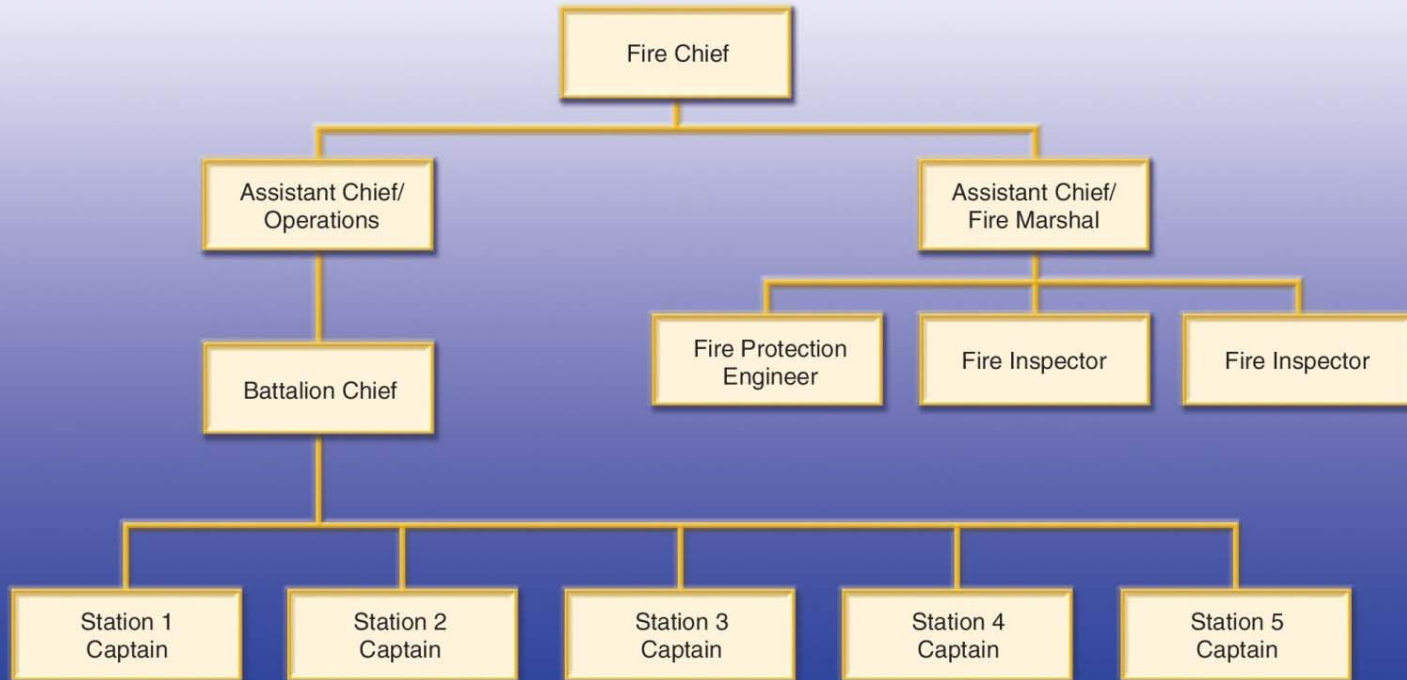
- Line
 - Responsible for fire suppression, rescue, EMS, Hazmat response and any number of technical rescue services
 - Consists of officers and firefighters assigned to operational shifts or crews

Organization of the Fire Department

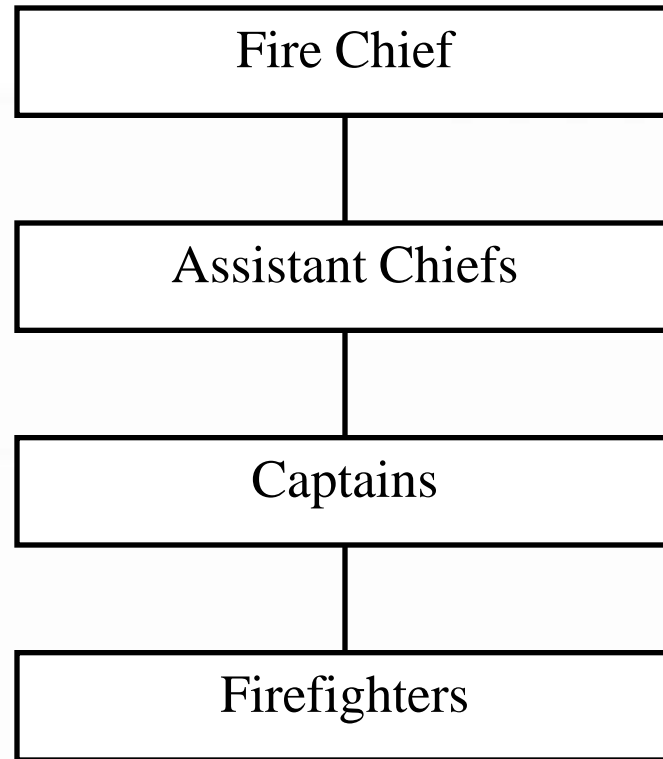
- Staff
 - Responsible for support operations of the department
 - May include: training, fire prevention, fire/arson investigation, public education, maintenance and any other support services of the department

Organization of a Fire Department

Organizational Chart for a Fire Department



Organization of the Flora Fire Department



Organization Principles

- Unity of command
 - Each fire fighter answers to only one supervisor.
- Span of control
 - Number of people one person can supervise effectively
 - Normally between 3 and 7 firefighters

Organization Principles

- Division of labor
 - Divides large jobs into small jobs
 - Assigns responsibility
 - Prevents duplication of effort
 - Makes specific and clear-cut assignments
- Discipline
 - The organization's responsibility to provide the direction needed to satisfy the goals and objectives it has identified.

Organizational Structure of the Fire Department

- Fire companies
- Job assignments
- Special operations assignments
- Fire prevention personnel
- Emergency Medical Services Personnel
- Training Personnel

Fire Companies

- Engine company
 - Size-up incident
 - Determine stage of fire
 - Obtain a water supply
 - Conduct primary search
 - Determine fire location and extent
 - Locate-Confine-Extinguish the fire



Fire Companies

- Truck company
 - Forcible entry
 - Ventilation
 - Roof operations
 - Search and rescue
 - Deployment of ground ladders



Fire Companies

- Rescue company
 - Rescue victims from:
 - Vehicle / machinery
 - Confined spaces
 - Trenches
 - High angles



Fire Companies

- Brush company
 - Size-up incident
 - Obtain a water supply
 - Establish fire lines
 - Extinguish the fire



Fire Companies

- Hazardous Materials
 - Classify, identify & verify material
 - Select proper PPE
 - Control, contain and/or confine
 - Decontaminate



Fire Companies

- Emergency Medical Services
 - Assess condition
 - Provide medical care
 - Transport to hospital



Job Assignments

- Firefighter
- Apparatus driver / operator (Engineer)
- Officer
- Safety officer
- Communications (Dispatcher)
- Others

Special Operations Assignments

- Airport firefighter
- Hazardous materials technician
- SCUBA diver
- Special rescue technician

Fire Prevention Personnel

- Fire inspector
- Fire / Arson investigator
- Public fire and life safety educator
- Fire protection engineer / specialist

Emergency Medical Services Personnel

- First responder
- Emergency medical technician
- Paramedic

Training Personnel

- Training officer / Chief of training
- Instructor

Firefighter's Role in the Fire Service

- Must meet the minimum requirements for employment / membership
 - Age
 - Education
 - Medical requirements
 - Physical fitness requirements
 - Certifications

Firefighter's Role in the Fire Service

- After receiving training, one must be able to perform typically required duties
 - Responding to alarms
 - Operating equipment
 - Climbing ladders
 - Ventilating building
 - Search and rescue
 - Salvage and overhaul

Firefighter's Role in the Fire Service

- Relay instructions, orders and information
- Avoid injuries while performing duties
- Ensure safe keeping and proper care of department property
- Perform assigned inspections for compliance with codes and ordinances

Mission of the Fire Service

- The mission of every fire department is to practice life safety, incident stabilization and property conservation

Fire Department Documents That Apply to the Position of Firefighter

- Rules and Regulations
 - Involves the everyday conduct of department business
 - Involves items such as personnel matters, wearing of uniforms and schedule of shifts

Fire Department Documents That Apply to the Position of Firefighter

- NFPA Code Books
 - National Fire Prevention Association
- Administrative policies and procedures
 - Policy: A guide to decision making
 - Procedure: A detailed guide to action

Fire Department Documents That Apply to the Position of Firefighter

- **Standard Operating Guidelines / Procedures**
 - Definition: A predetermined plan for nearly every type of emergency that the local department could conceive of
 - Based on similarities of fires
 - Require / assign specific procedures to be carried out
 - Provide a standard set of actions that are the core of an incident plan
 - Plan or written document

Components of a Member Assistance Program

- Provide confidential service with programs that are established to help members and their families with problems that could adversely affect job performance.

Components of a Member Assistance Program

- Areas covered include but are not limited to:
 - Alcohol and/or drug abuse
 - Personal and interpersonal problems
 - Stress, depression and/or anxiety
 - Marital and family problems / concerns
 - Nutrition, smoking and weight control

Components of a Member Assistance Program

- Usually will provide referrals to appropriate service providers and/or professionals when faced with long-term problems/situations
- May also include critical incident stress debriefing service to personnel in a fire or rescue incident that was particularly gruesome/horrific, physically or mentally exhausting

Roll of other agencies

- Fire department must be able to work with
 - Law enforcement
 - ESDA
 - EMS services
 - Red Cross
 - State and Federal agencies
 - IEMA
 - FEMA

Roll of other agencies

- Office of the State Fire Marshal
 - Requires
 - Record of all learning experiences
 - Record of all practical skills evaluation sheets and examinations
 - Record of all firefighter certificates
 - Record of all call outs

Training and Education



- Originally, little was required beyond muscular strength and endurance.
- Requirements have increased as fire suppression has become more complicated and technical.

Training and Education

- Completion of Basic Operations course (180 hours)
 - Passage of State Practical Skills
- Completion of Fire Service Vehicle Operator (8 hours)
- Certification for Hazardous Materials Operations (40 hours)
- Certification for Technical Rescue Awareness (8 hours)
- CPR/Basic First Aid (8 hours)
- NIMS 100 (2 hours)
- NIMS 700 (2 hours)
- Courage To Be Safe course (8 hours)

Training Resources

- Office of the State Fire Marshal
 - Provides
 - Objectives
 - Lesson plans
 - Practical skills evaluation sheets
 - Certifications
- Illinois Fire Service Institute
 - Provides
 - Training through University of Illinois campus, regional training centers and online courses
 - Various classes and programs

Training Resources

- **Community Colleges**
 - Provides
 - Fire science degree programs
 - Continuing education
- **Fire Service Organizations**
 - Illinois Fire Chief's Association
 - Illinois Society of Fire Service Instructors
 - Illinois Association of Fire Protection Districts

Training Resources

www.firefighter.jbpub.com



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