

DEPARTMENT OF FIRE AND RESCUE SERVICES



SPECIAL ORDER



2008.052

Originating From	Issue Date	Expiration Date	Attachments
Health, Wellness & Safety	7/03/2008	N/A	N/A

SUBJECT: Field Safety Officer Implementation

APPLICABILITY: All Personnel

1 The Howard County Department of Fire and Rescue Services (DFRS) in conjunction with the Health, Wellness and Safety Office and Operations will implement a 24 hour Field Safety Officer Program that will be effective on July 7, 2008. There will be three Captain Safety Officers assigned to a 24 hour shift.

1.1 The Unit designation will be Safety 1.

1.2 The Unit will be housed at Fire Station 9.

1.3 The Unit will routinely respond with Battalion 1.

2 PRIMARY RESPONSIBILITIES:

2.1 Safety 1 will be dispatched on all box assignments and working rescues. They may also respond to any other calls they feel need an additional safety presence.

2.2 Main responsibilities on emergency incidents will be on-scene safety.

2.3 Complete daily transition with other safety officer and Battalion Chief of Health, Wellness and Safety.

2.4 Handle routing and follow up of injury reports.

2.5 Assist with incident follow-up and post incident analysis.

2.6 Assure OSHA compliance regulations are met within the department.

3 OTHER RESPONSIBILITIES AND DUTIES AS NECESSARY; TO INCLUDE BUT NOT LIMITED TOO:

3.1 Complete all pertinent paperwork for incidents and maintenance needs.

3.2 Assist the Training Section with PSTC training activities as a safety officer.

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- 3.3 Provide Safety related training to all DFRS personnel.
- 3.4 Assign, train and communicate safety needs with station safety representatives and follow up on monthly safety reports.
- 3.5 Develop and design "Back to the Basics" program to be delivered FY09 along with fitness in service.
- 3.6 Assist with the delivery of a Heavy Vehicle Operator training program.
- 3.7 Assist with annual safety inspections of all stations, facilities and apparatus.
- 3.8 Work with Fleet and Facilities on all safety application needs and purchasing.
- 3.9 Work with Quartermaster and breathing apparatus technicians on personal protective equipment and breathing apparatus safety needs and purchasing.
- 3.10 Work with communications liaison/staff to address any communication policy and practice needs related to safety.
- 3.11 Assist with quarterly departmental career/volunteer safety meetings.
- 3.12 Assist with scheduling of certification and recertification of ISO/HSO and ACE Personal Trainers.
- 3.13 Provide personal trainer services to staff and field personnel (volunteer and career).
- 3.14 Assist with purchasing/maintenance of physical fitness equipment for DFRS.

Approved:

A handwritten signature in cursive script that reads "Joseph A. Herr".

Joseph A. Herr
Fire Chief