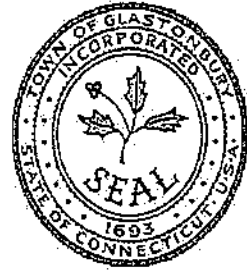




GLASTONBURY FIRE DEPARTMENT
STANDARD OPERATING GUIDELINES



SOG NUMBER: FDO-306 ISSUED DATE: 02-02-98 EFFECTIVE DATE: 02-02-98
REVISION #: 2 REVISED DATE: 01-11-16 EFFECTIVE DATE: 01-11-16
CATEGORY: EMERGENCY OPERATIONS - GENERAL
SUB-CATEGORY: ACCOUNTABILITY
SUBJECT: EVACUATION PROCEDURES
RELATED GUIDELINES: FDO-301, FDO-302, FDO-303, FDO-304, FDO-305, FDO-307, FDO-308, FDO-309

Section I – Introduction

A. Objectives

To protect firefighters by ensuring that they are aware of withdrawal or emergency evacuation orders, that they respond to these orders appropriately, and by accounting for all members following a withdrawal or emergency evacuation.

B. Applicability

This guideline is to be used when conditions deteriorate and the Incident Commander requires members to retreat.

C. References

Town of Manchester Fire-Rescue-EMS – General Operating Guideline

Section II – Withdraw Orders

In the event that command determines it necessary to change from an offensive to a defensive mode all crews must be withdrawn from the building/area affected. In doing so, the following procedure is to be followed:

- A. Command should announce three times that all crews are to withdrawal or pull-out, specifying the building/area concerned, three times on the appropriate fire ground channel and three on the operations channel.
- B. All crews operating in, on, or under the affected building/area will immediately withdraw from the building/area taking their tools, lines, and equipment with them. This is to take place no questions asked.
- C. Command should initiate a PAR.
- D. Defensive operations may be commenced only upon confirmation of all crews having withdrawn and on the orders of command.

****This does not preclude the setting up of defensive operations prior to/during the withdraw.****

Section III – Emergency Evacuation

In the event that an imminent personnel hazard requiring evacuation is discovered command is to issue emergency evacuation orders. This procedure may also be utilized where command does not feel an orderly withdraw will be heard by all members or has failed. An emergency evacuation is to be conducted as follows:

- A. Command should state, "This is an emergency evacuation, all crews are to evacuate (state building/area, as appropriate)". This should be repeated at least three (3) times over the appropriate fire ground radio channel(s) and three times on the main channel.
- B. The drivers of all apparatus parked around the building or area should sound their horns in one continuous blast for one (1) minute.
- C. All crews operating in, on, or under the affected building/area will immediately evacuate as quickly as possible taking only those lines, tools, and equipment they deem necessary to ensure the safe evacuation of the crews. This is to take place no questions asked.
- D. All personnel should report to their crew leaders.
- E. Command should initiate a PAR.

****SECTOR OFFICERS AND CREW LEADERS SHOULD NOT USE THE RADIO FOR THIS ****
PAR REPORT FACE-TO-FACE IF AT ALL POSSIBLE

Keep the radio channels clear for emergency traffic.

- F. Command should report the results of the PAR to the dispatcher.

DEFINITIONS

Retreat shall mean to immediately evacuate one's self from the interior of the building, the collapse zone of a building or a direct tactical function within or in proximity to a building, collapse zone or hot zone of an incident.

Collapse Zone shall mean the ground area (length x width) commensurate with the vertical (height) and horizontal (width) dimensions of a subject building's exterior wall(s) plus one-third (1/3).

Example: A building wall thirty (30) feet wide by sixty (60) feet high will have a collapse zone area of forty (40) feet by eighty (80) feet. The dimensions described herein shall be the minimum dimensions of evacuation.

GUIDELINE

The Incident Commander or Safety Officer shall transmit an order, via radio, for all personnel to *Retreat* (evacuate). Any personnel working in the interior of the building, the collapse zone of a building or a direct tactical function within or in proximity to either a building, collapse zone or hot zone of an incident shall immediately evacuate themselves, without regard to salvaging firefighter equipment, to a safe area of the incident scene.

Fire Dispatch shall immediately, following a call to *Retreat*, rebroadcast the order over the radio.

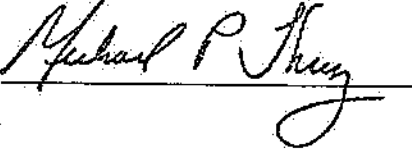
Following the radio and audible initiation, the Incident Commander shall conduct a PAR.

MISCELLANEOUS

Retreat is only initiated when conditions have deteriorated to such an extent that it is mandatory that all personnel immediately evacuate a building or area. It is a true emergency and the goal is to remove all personnel, and not equipment, from dangerous areas on the incident scene. Retreat is different from a *Withdrawal* which precedes a change from offensive to defensive operations and removal from the dangerous area is conducted in a more orderly manner.

Section IV - Approval

Fire Chief



Date of Approval:

1/11/16