

PA FIRE POLICE ***Standard Operating Procedures***

By Tony Riccardi - PA State Fire Academy Approved Fire Police Instructor

Prior to writing the document, the department may want to identify the items for which they desire and SOP/SOG. Once that is completed, enumerate each item starting with 100 and numerically list each SOP/SOG until each one has its own number. For example,

Standard Operating Procedure (Guideline) #100 shall identify the proper protocol for fire police officers when dispatched and responding to calls.

100.1 Upon receipt of an alarm via pager, for _____ fire police officers and/or the fire company, all available fire police officers should make certain they understand the nature and location of the call.

100.2 When responding to the call, it is preferred that fire police don their protective clothing (reflective vest, rain coat, jump suit, etc.) prior to arrival. So that when arriving at the duty post, and having received proper orders, or have made their situational analysis, are prepared to assume that duty immediately.

100.3 Proper equipment to be worn by all fire police officers when on duty include badge of authority, high-visibility Class II or Class III Vest, and the proper head wear.

100.4 All responding officers shall notify dispatch or whoever is in charge of the fire police on channel _____. As follows: FP _____ responding (use your assigned radio number)

100.5 Officer-in-charge shall then assign all responding fire police officers to an activity and/or duty post as required.

100.6 Fire Police Officers, after receiving their assignment, shall respond to that location and remain until notified otherwise.

100.7 A fire police officer may never leave a post unless properly relieved or sanctioned by the OIC for legitimate cause.

This section may continue with additional items depending on need by the individual fire police unit.

Standard Operating Procedure (Guideline) #200 shall identify procedures to be followed by Fire Police Officers when arriving at a duty post.

200.1 When arriving at the assigned duty post, notify OIC of fire police as follows: FP X on location, Main and Broad Streets.

200.2 Fire police officers shall listen carefully for any additional information and/or assignment from the OIC, especially after all emergency vehicles are on location, fire police may be re-assigned to another location.

200.3 A fire police officer's personnel vehicle shall never be used to physically block traffic. Vehicle may be parked on the shoulder of the highway with blue light activity and other location if necessary so as not to create a hazard.

200.4 During hours of darkness, fire police officers may turn off their highlights when on a duty post, so as not to blind drivers approaching your location. In these instances, in the interest of safety, fire police may continue to use their emergency/authorized lights in addition to your four-way lights.

200.5 Radio traffic should be kept to a minimum necessity to handle the situation.

200.6 In general, the duties of the fire police officer include, but are not limited to,

- A) Cover major intersections that emergency vehicles may pass through en-route to the emergency scene.
- B) Cover intersections at either end of the emergency scene to restrict traffic flow
- C) Control crowds if it becomes necessary

Standard Operating Procedure (Guideline) #300 shall identify proper and legal use of emergency (red) and/or authorized lights (blue) and devices.

300.1 Personal vehicles of Captain or Lieutenant are considered emergency vehicles and, as such, they shall be equipped with red

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lights and an audible signal. (Based on Pa. Vehicle Code 4571)

300.2 Only one lieutenant shall be authorized to equip their personal vehicle with a red light. Should there be more than one lieutenant the others must equip their vehicles with a blue light – again, quoting Pa. Vehicle Code 4571, as well as PennDot Vehicle Code Regulation 102.

300.3 Only the fire chief has authority to designate who may equip their personal vehicle with a blue light, therefore, no fire police officer shall place a blue light on their personal vehicle unless such authorization has been specifically received from the fire chief.

300.4 All fire police officers are to be in compliance with the provisions of the law when operating their personal vehicles with the blue light activated. Such regulations include: obeying the posted speed limit, never proceed through a red signal indicator, never proceed through a stop sign without coming to a complete stop and proceeding only when it is safe to do so.

These provisions do not apply if an intersection is being controlled by a police officer or fire police officer.

300.5 Fire police officers may never use their four-way signal device when operating on a highway and responding to an emergency scene. However, as indicated, they may be used at the scene.

Standard Operating Procedures (Guidelines) #400 shall identify restrictions on fire police officers as to when they may or may not respond to a call.

400.1 If a fire police officer has not had at a minimum a Basic Fire Police training course, they may not respond to emergency or other type calls until such training has been received.

400.2 Fire police officers may not respond to emergency or other type calls if they have consumed alcoholic beverages within an eight (8) hour period prior to the call.

400.3 Fire police responding to an emergency or other type call will not be permitted to perform any fire police duties unless they have their proper equipment with them or already attired if it does not include badge, hat, flashlight (during hours of darkness) and a minimum of a Class II Vest.

400.4 If a fire police officer is on temporary disability, they may not respond to calls unless a doctor's excuse permits this type of activity.

400.5 If a fire police officer has been placed on temporary suspension by the fire company, they shall not respond to calls until such suspension has been lifted.

There are any number of procedures that may be developed for the fire police officers. The format being used here is designed to help keep your document up to date and easy to modify when required. The members are then issued their individual copy.

Standard Operating Procedure (Guideline) #500 shall identify procedures to be followed by fire police officers when responding to traffic accidents.

500.1 These are general requirements that the fire police officer must consider when arrival at the emergency:

- A) Go to either end of the incident and post a warning device to alert motorists of a hazard they will encounter. (Required by MUTCD)

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- B) Check with the police officer on scene to determine what is actually needed.
- C) Cover the intersection, close the road if necessary, and regulate one-way traffic.
- D) Establish crowd control at the scene if needed.
- E) Respond to additional needs that may be requested.

Standard Operating Procedures (Guidelines) #600 shall identify equipment that may be issued to the fire police officers and the requirements as it relates to proper maintenance of this equipment.

600.1 All fire police officers shall be issued a badge of authority as required by Title 35, Sections 7435 and 7437, Fire Police Law.

600.2 All fire police officers will be issued an official hat. The official hat may be a fire helmet with the "fire police" identification and/or eight-point cap.

600.3 All fire police officers shall be issued a flashlight(s) with a red luminaire cone to be used when directing traffic during hours of darkness.

600.4 Fire police officers may be issued traffic cones to be carried in the POVs to be used when detouring or re-routing traffic or other purposes when required.

600.5 Fire police officers shall be issued a five-point break-away Class II or Class III vest.

600.6 Fire police officers may be issued full dress uniforms, rain coats, winter clothing and other items as deemed appropriate and/or necessary.

600.7 Fire police officers may be issued a portable radio for use during emergencies in order to have capability to communicate with other fire police, command staff and others as the need arises.

600.8 It shall be the responsibility of the fire police officer to ensure that all company issued equipment is kept clean and in good repair. Problems with equipment must be reported to the designated person as soon as possible.

There may be many more items a fire company may want to consider including into the document, but this article hopefully provides a format that can be used not only for fire police but also fire fighter documents as well.

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