

**Firefighter II, Mod A
Fire Department Organization**

FIREFIGHTER II MOD A

Fire Department Organization

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2-1 FIRE DEPARTMENT ORGANIZATION

- 2-1.1 Identify the organization of the fire department. (3-1.1.1)
- 2-1.2 Identify the firefighter's role as a member of the organization. (3-1.1.1)
- 2-1.3 Identify the mission of the fire service and of the local fire department. (3-1.1.1)
- 2-1.4 Identify the function of standard operating procedures. (3-2.1)
- 2-1.5 Identify the fire department's rules and regulations that apply to the position of firefighter. (3-1.1.1)
- 2-1.6 Identify the basic components of incident management and the firefighter's role within the local incident management system. (4-1.1.1, 4-1.1.2)
- 2-1.7 Identify the role of other agencies that may respond to emergencies. (3-1.1.1)
- 2-1.8. Identify the components of a member assistance program. (3-1.1.1)
- 2-1.9 Identify all training resources, record keeping, and testing procedures as they apply to the firefighter. (3-1.1.1)

REFERENCES:

IFSTA, Essentials, 4th ed., Chapter 1

Delmar, Firefighter's Handbook, copyright 2000, Chapter 2

Jones and Bartlett, Fundamentals of Fire Firefighter Skills, 1st edition, Chapters 1 & 4

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2-1 FIRE DEPARTMENT ORGANIZATION

I. Identify the organization of the fire department. **2-1.1 (3-1.1.1)**

A. Generally the components of any given fire department are:

1. Administration

- a. Responsible for the day-to-day operation of the department
- b. Consists of the Chief and any support staff

2. Line

- a. Responsible for fire suppression, rescue, and in some departments, Emergency Medical Services, Hazardous Materials Response, and any number of Technical Rescue services.
- b. Consists of officers and firefighters assigned to operational shifts or crews.

3. Staff

- a. Responsible for support operations of the department
- b. Differs from department to department
- c. May include training, fire prevention, fire/arson investigation, public education, maintenance, and any other support services of the department.

B. Organization Principles

- 1. Unity of Command: An individual can report to only one supervisor
- 2. Span of Control: An officer can effectively supervise three (3) to seven (7) firefighters
- 3. Division of Labor: Divides large jobs into small jobs. Assigns responsibility; prevents duplication of effort; makes specific and clear-cut assignments.
- 4. Discipline: The organization's responsibility to provide the direction needed to satisfy the goals and objectives it has identified.

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- C. Organizational Structure
 - 1. By fire company
 - a. Engine company
 - b. Truck (ladder) company
 - c. Rescue company
 - d. Brush company
 - e. Hazardous materials
 - f. Emergency medical company
 - 2. By job assignment
 - a. Firefighter
 - b. Apparatus driver/operator
 - c. Officer
 - d. Safety officer
 - e. Communications
 - f. Others
 - 3. Special Operations assignments
 - a. Airport Firefighter
 - b. Hazardous Materials Technician
 - c. SCUBA-Self-Contained Underwater Breathing Apparatus Diver
 - d. Special Rescue Technician
 - 4. Fire Prevention Personnel
 - a. Fire Inspector
 - b. Fire/Arson Investigator
 - c. Public Fire and Life Safety Educator
 - d. Fire Protection Engineer/Specialist
 - 5. Emergency Medical Services Personnel
 - a. First Responder
 - b. Emergency Medical Technician
 - c. Paramedic
 - 6. Training Personnel
 - a. Training Officer/Chief of Training
 - b. Instructor

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- II. Identify the firefighter's role as a member of the organization **2-1.2** (3-1.1.1)
- A. Must meet minimum requirements for employment/membership of his/her specific department
 - B. After receiving training, must be able to perform duties typically required, such as:
 - 1. Respond to alarms; operate firefighting equipment; lay and connect hose; maneuver nozzles and direct fire streams; carry, raise, and climb ladders; use extinguishers and all hand tools.
 - 2. Respond to medical emergencies and other patient care requests.
 - 3. Ventilate burning buildings by opening windows and skylights, or by cutting holes in roofs or floors.
 - 4. Search, recover, and remove people from danger and administer first aid.
 - 5. Perform salvage and overhaul operations.
 - 6. Relay instructions, orders, and information, and give locations of alarms received from dispatch.
 - 7. Exercise precautions to avoid injury while performing duties.
 - 8. Exercise loss control measures to avoid unnecessary damage or loss of property.
 - 9. Ensure safe keeping and proper care of all department property, tools and equipment.
 - 10. Perform assigned fire inspections of buildings and structures for compliance with fire prevention codes and ordinances.
 - 11. Other duties as assigned.
- III. Identify the mission of the fire service and the local fire department. **2-1.3** (3-1.1.1)
- A. The mission of every fire department is to practice life safety, incident stabilization, and property conservation.
 - B. Missions of other departments, if different.
- IV. Identify the functions of standard operating procedures **2-1.4** (3-1.1.1(a), 3-3.10(a))
- A. Definition: A predetermined plan for nearly every type of emergency that the local department could conceive of.
 - B. Purpose of SOP's:
 - 1. Based on similarities of fires
 - 2. Require and assign specific procedures to be carried out.
 - 3. Provide a standard set of actions that are the core of an incident plan.

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- C. Priority of SOP's is SAFETY
 - D. How used: at fires, emergency medical scenes, and non-emergency situations.
- V. Identify fire department rules and regulations that apply to the position of firefighter. **2-1.5 (3-1.1.1)**
- A. Involves the everyday conduct of department business.
 - B. Involves items such as personnel matters, wearing of uniforms, schedule of shifts.
 - C. Includes administrative policies and procedures.
 - 1. Policy: A guide to decision making
 - 2. Procedure: A detailed guide to action
- VI. Identify the basic components of incident management and the firefighter's roles within the local Incident Management System. **2-1.6 (OSFM)**
- A. Components
 - 1. Common terminology
 - 2. Modular organization
 - 3. Integrated communications
 - 4. Unified command structure
 - 5. Consolidated action plans
 - 6. Manageable span of control
 - 7. Pre-designated incident facilities
 - 8. Comprehensive resource management
 - 9. Personnel accountability system
 - B. Firefighter's role
 - 1. Understanding the components.
 - 2. Understanding the responsibilities of all positions.
 - 3. Working in the system within his/her knowledge, skills and abilities, as authorized by his/her department.
- VII. Identify the role of other agencies that may respond to emergencies **2-1.7 (3-1.1.1)**
- A. Federal Emergency Management Agency (FEMA)
 - 1. Response to natural disasters and hazardous material incidents.

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- B. Office of the State Fire Marshal (OSFM)
 - 1. Investigation
 - 2. Underground storage tank (UST) incidents
 - 3. Boiler safety incidents

- C. Law enforcement – State, County, Local
 - 1. Scene security
 - 2. Traffic control
 - 3. Investigation
 - 4. Special resources (dogs, crime lab, photography, etc.)

- D. Highway or Public Works
 - 1. Resources (heavy equipment, sand, salt, etc.)
 - 2. Traffic control devices

- E. Emergency Medical Services
 - 1. Patient treatment/transport

- F. Hospitals
 - 1. Trauma team scene response to major incidents with multiple victims.
 - 2. Resources (poison control, etc.)

- G. Utility Companies
 - 1. Secure utilities at source
 - 2. Resources (specialized equipment)

- H. Illinois Department of Labor (IDOL)
 - 1. Investigation

- I. Illinois Emergency Management Agency (IEMA)
 - 1. Resources
 - 2. Communications

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- J. Building Department
 - 1. Structural stability of buildings
 - 2. Emergency demolition orders

- VIII. Identify the components of a member assistance program. **2-1.8 (3-1.1.1)**
 - A. Programs are established to help members and their families with problems that could adversely affect job performance.
 - B. Areas covered usually include, but are not limited to:
 - 1. Alcohol and/or drug abuse
 - 2. Personal and interpersonal problems
 - 3. Stress, depression, and/or anxiety
 - 4. Marital and family problems/concerns
 - 5. Nutrition, smoking cessation, weight control
 - C. Usually will provide referrals to appropriate service providers and/or professionals when faced with long-term problems/situations.
 - D. 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.

- IX. Identify all training resources, record keeping and testing procedures as they apply to the firefighter. **2-1.9 (3-1.1.1)**
 - A. Training resources
 - 1. Office of the State Fire Marshal, Division of Personnel Standards and Education: Provides objectives, lesson plans, practical skills evaluation sheets.
 - 2. Illinois Fire Service Institute: Provides training through Univ. of Illinois campus, regional training centers and computerized online courses.
 - 3. Community Colleges: Fire science degree programs and continuing education.
 - 4. Fire Service Organizations; i.e., Illinois Fire Chief's Association, Illinois Society of Fire Service Instructors, Illinois Fire Inspector's Association, and others.
 - 5. Local fire departments.

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- B. Record keeping
 - 1. OSFM requirements:
 - a. Maintain a complete record of all learning experiences.
 - b. Maintain complete record of all practical skills evaluation sheets and examinations
 - 2. Local requirements
 - a. Per fire department policy and procedures
- C. Testing Procedures
 - 1. State: Time frame, prerequisites
 - 2. Local procedures