



**ARCADIA FIRE DEPARTMENT
STANDARD OPERATING GUIDELINE**

**PERSONAL PROTECTIVE
EQUIPMENT**

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Michael E. Lang, Fire Chief

PURPOSE

The purpose of this procedure is to assure that all personnel are prepared to commence fire suppression or rescue operations immediately upon arrival at an emergency scene while maintaining the highest degree of personal safety for all personnel.

POLICY

This procedure shall apply to all personnel operating at the scene of any emergency incident or training exercise.

All equipment shall be issued or approved by the Arcadia Fire Department and meet all requirements set forth by governing bodies.

PROCEDURE

I. Structure/Vehicle Fire

Full protective equipment shall consist of helmet, Nomex flash hood, turnout coat, turnout pants, SCBA, boots and gloves. All equipment is to be properly worn, coats closed and fastened with collars turned up.

II. Wildland Fire

Wildland/Brush personal protective equipment shall consist of brush helmet (fitted with wildland shroud), goggles, whiff, department issued Nomex brush jacket (yellow with name and "Arcadia Fire" stenciled on back), department issued Workrite single layer (469 or 470) pant, department issued brush boot, long sleeve cotton tee shirt and Hot Shield respiratory protection(if needed). Members shall "layer" the Nomex jacket over the long sleeve cotton shirt. Personnel will also be issued Nomex yellow pants. These pants will be used if a Company Officer feels an increase in burn injuries is greater than the risk of heat related injuries.

Department authorized wildland boots include the "Hawthorn Explorer" and the "White's Original Smoke Jumper". To ensure these boots are broken in properly they may be worn annually as station boots from May 1st through December 1st. In addition, department members may wear issued Workrite (469 or 470) brush pant during this time as part of your daily Station Uniform. While performing public education/demonstrations members must wear their department issued safety boots.

III. Medical Incidents

Disposable gloves shall be worn on all emergency medical responses.

Masks and safety glasses shall be worn whenever there is potential contact with splash, spray splatter, droplets of blood or other potentially infectious materials and where the contamination of the mucous membranes of the eyes, nose or mouth can be reasonably anticipated.

Disposable gowns or protective clothing shall be worn when there is the possibility of exposure to excessive blood, body fluids or excreta.

IV. Hazardous Materials/Weapons of Mass Destruction

Wear highest level of protection available for all suspected hazardous material, biological or chemical WMD events:

SCBA will protect against airborne particles (including biological agents, chemical vapors and gases)

Turnouts may not provide sufficient protection against high concentrations of biological or chemical agents.

Your protective equipment may need to be decontaminated or disposed.

V. Enforcement

As with any safety procedure, primary responsibility for adherence to this procedure rests with each individual. Company Officers are responsible for enforcement of this procedure within their respective companies. Authority to deviate from this procedure rests solely with the Company Officer who bears full responsibility for the results of any deviation.

VI. Application

All personnel shall wear protective equipment according to the following guidelines:

1. Operations shall not commence until all involved personnel have donned all necessary protective equipment.
2. Under no circumstances shall any aspect of personal safety be sacrificed in order to increase the speed of emergency operations.

3. Firefighting personnel shall wear full protective equipment when responding to any type of alarm indicative of fire, potential fire, explosion, potential explosion, or release of any type of hazardous material. Personal protective equipment shall be donned prior to boarding the apparatus.

NOTE: Full protective equipment shall be optional for drivers, rescue personnel and Chief Officers while responding to an incident. Upon arrival, members shall don proper safety equipment prior to engaging in emergency activities.

4. If an alarm is received while the apparatus is moving, the apparatus shall come to a complete stop, personnel will then don full protective clothing. At no time shall protective clothing be donned while the vehicle is moving.
5. All personnel operating power tools, hydraulic tools, forcible entry tools or any other equipment that may cause injury shall wear full protective clothing. Full protective equipment is also required for all personnel in the immediate area of the tools being used.
6. Gloves shall be worn at all times when the possibility of hand injuries exists. Examples may include during use of hand tools, hose evaluations and ladders.
7. All personnel operating at incidents where there is a possibility that tools, equipment or other debris may cause head injury shall wear helmets with chinstraps in place. This shall include personnel operating above or below ground.
8. Damage to personal protective equipment shall be reported immediately to the Battalion Chief. The Battalion Chief shall inspect the damaged article and order it replaced or repaired. Equipment damaged to the extent that its protective ability is impaired shall not be used. The Officer in charge of PPE shall be notified of damage, ordered equipment or replacement of PPE upon occurrence.
9. Incident Commanders may use their discretion to determine the appropriate level of protective equipment required for personnel operating at incidents where no specific guidelines have been established. In all cases, personnel shall be required to wear all personal equipment necessary to protect against foreseeable hazards.
10. Alterations to any safety equipment, such as removal of coat liners, are prohibited.

IV. Equipment Inspections

1. Inspection Process and Criteria:

- (a.) Preparation for Inspection

- (i) Ensure garments are clean. If any part of the garment has been contaminated by hazardous materials or biological agents, make sure they have been decontaminated.

- This is important for your safety, and to ensure that potential problems are not masked by incidental residue.
- (ii) Place Garment on a clean surface in a brightly lighted area.
 - (iii) Separate outer shell from inner liner, remove **Drag Rescue Devise** (DRD) and suspenders.

Pay close attention to high abrasion areas such as at the shoulders, back/waist area, knees, crotch and seat. If you see potential damage to the outer shell or thermal liner, examine the corresponding area on the moisture barrier.

(b.) Inspection of the DRD:

- (i) Thoroughly inspect the DRD for chemical deterioration, discoloration, cuts or holes, pulled stitches, unusual wear, broken or frayed fibers, and burn damage or discoloration from heat.

(c.) Inspection of the Inner Liner and Outer Shell Attachment System:

- (i) Locate the zipper and/or snap attachments.
- (ii) Check zipper for functionality and corrosion.
- (iii) Disconnect and examine snaps for corrosion and ensure their attachments to the garments are secure. Ensure all snaps function well.

(d.) Inspection of the Outer Shell (Routine and Advanced Procedure)

- (i) Fabric: Examine for dirt, discoloration, thin spots, holes, tears, embrittlement, cracking, burns, abrasions, and worn spots.
- (ii) Discoloration is a sign of overexposure to light or heat.
- (iii) Grasp any part of the fabric that may be damaged or flawed in both hands, and try to push your thumbs through the fabric. If fabric punctures, replace or repair.

(e.) Closure System:

- (i) Hook and loop – Engage and disengage hook and loop attachments to make sure they function well. Examine for worn, abraded, curled, or melted pieces that require replacement. Check stitching for loose thread that would require repair.
- (ii) Zippers – Examine all zippers for functionality and corrosion that would require replacement. Check stitching for loose threads that would require repair.
- (iii) Hardware – Examine all hardware for corrosion or other damage that would require replacement. Check that their attachment to the Garment is secure.

(f.) Labels: Verify that all Safety, Cleaning and Information labels are on the Garment and are legible.

(g.) Recordkeeping:

Record all activities; results of inspections, cleaning, repair, and retirement on Disposal Record Forms issued to each Fire Department Member. Disposal Record Forms shall be maintained for all Turnout coats and pants issued, for the life of service. Disposal Record Forms shall be forwarded, with Turnouts for disposal or retirement, to the Fire Department Member assigned to Personnel Protective Equipment.

The Fire Chief, or designee, shall conduct annual inspections of all PPE Disposal Record Forms.

2. Routine Inspection:

Garment inspections, including its outer shell, liner, DRD and other components at the following times:

- Upon receipt of the new Garment or replacement component;
- After each use or at least monthly (whichever is greater) during the useful life of the Garment;
- After exposure to heat, flames, chemicals, or firefighting agents (including foam and water);
- After exposure to body fluids (including blood);
- After washing, repair or decontamination.

3. Quarterly Inspection

Each quarter Company Officers shall personally inspect all protective equipment for each member assigned to their company. The Company Officer shall assure that personnel have all necessary equipment in usable condition. The inspection shall be confirmed by completing a Personal Protective Equipment Inspection Report and submitting it to the Battalion Chief and Officer in Charge of Departments PPE program.

4. Annual Inspection:

Issued garments shall undergo an annual inspection by the Fire Chief or designee, an expert in the Fire Department PPE, a verified Independent Service Provider, or by the manufacturer of the garment. If a member has a concern regarding the garment's fit for use, he or she may request an inspection through channels.