



PROTECTIVE SERVICES POLICY

TITLE: Declared Fire Operations Service Level		POLICY #: 5.1
Authority: Chief Administrative Officer	Effective Date: December 9, 2019 Review Date: Annually	
Issued By: Chief Administrative Officer Issued Date: December 9, 2019	Approved By: Council Approved Date: December 9, 2019 Resolution #: 06-December-2019	

PURPOSE: To declare the fire operations service level to be provided by Ashcroft Fire Rescue, as required by the British Columbia Fire Service Minimum Training Standards – Structure Firefighters Competency and Training Playbook (Playbook) that was developed by the British Columbia Office of the Fire Commissioner (OFC). The Fire Safety Act provides the OFC the authority to set the training standards for fire departments in British Columbia.

POLICY:

This Policy addresses the training requirements with regards to the service level being declared, as contained within the Playbook.

DEFINITIONS:

The following capitalized terms shall have the following respective meanings to this Service Level Policy:

- a. "Department" means Ashcroft Fire Rescue established under the Establishment Bylaw 486.
- b. "Establishment Bylaw" means Fire Department Bylaw 486.
- c. "Exterior Operations Service Level" means the Exterior Operations Service Level as defined in the Playbook.
- d. "Fire Chief" means the individual who has been appointed as the Fire Chief of the Department in accordance with the Establishment Bylaw 486.
- e. "Interior Operations Service Level" means the Interior Operations Service Level as defined in the Playbook.
- f. "Member" means a firefighter in the Department and includes the Fire Chief and Officers.
- g. "Playbook" means the British Columbia Office of the Fire Commissioner Structure Firefighters Competency and Training Playbook, Second Edition.
- h. "Training Standards" means the mandatory minimum training standards set under paragraph 3(3Xb) of the Fire Services Act (8.C.) by the Office of the Fire Commissioner and approved by the Minister of Justice, titled British Columbia Fire Service Minimum Training Standards: Structure Firefighters - Competence and Training Playbook (September 2014), as same may be amended, revised or replaced from time to time.
- i. "Incident Commander" means the Member who is in charge and in command of the overall emergency incident.
- j. "Village" means the Village of Ashcroft
- k. "Service Level Policy" means this policy; as same may be amended from time to time by the Village of Ashcroft.



AUTHORITY AND APPLICATION:

This Service Level Policy has been established by the Village in accordance with the requirements of the Playbook, pursuant to the Village's authority under the Establishment Bylaw. This Service Level Policy applies to and is binding on the Department and its Members. It shall form the basis of the Department's training of its Members and related operational planning for fire suppression and emergency response activities.

POLICY:

1. Service Level:

The Department is authorized to provide fire suppression activities in accordance with and subject to the limitations set out in the Exterior Operations Service Level.

2. Other Services:

- a. First Medical Responder in support of BC Ambulance in a modified format as per Fire & Rescue Operational Guideline 2.18.01- First Responder Program.
- b. Entrapment rescue/extrication from vehicles and equipment that is not specifically regulated as requiring technical rescue specialists.

3. Training of Members:

The Department:

- a. shall train its Principal Responding Members at least to the standard required by the Playbook for the Exterior Operations Service Level; and
- b. in relation to Members who are not trained to the Exterior Operations Service Level, shall:
 - i. develop an incident scene accountability system which clearly identifies the different levels of each Member's training, and
 - ii. develop and institute operational guidelines which specify and limit the incident scene of activities of Members depending on their current level of training.
- c. the Fire Chief shall be responsible ensuring that the Department develops an appropriate training program for all positions, tasks and roles including those which are not expressly covered by the Playbook. This training program shall meet the requirements of the Playbook and the Workers Compensation Act (B.C.) and regulations made thereunder, and shall be consistent with good practices and industry standards.

4. Operational Guidelines, Records and Compliance:

The department shall:

- a. develop appropriate operational guidelines implementing this Service Level Policy and the requirements of the Playbook, including operational guidelines:
 - i. which set out the conditions to be considered by an incident commander before an interior attack or rescue is undertaken; and
 - ii. which identify any hazards within the Department's fire suppression area in respect of which the Department will not undertake interior operations;
- b. maintain accurate and complete records of the training of its Members, including any refresher training, any certifications obtained and otherwise as required by the Workers Compensation Act (8.C.) and regulations thereunder, such that the training level of each Member can clearly be established.



5. Limitations on Services Provided:

Notwithstanding anything in this Service Level Policy

- a. In relation to any particular incident response, the Department shall undertake only those emergency response activities for which its responding Members at the incident are properly trained and equipped
- b. The Fire Chief may determine to limit the fire suppression activities of the Department in circumstances where, because of turn-over in Members or for other reasons, in the Fire Chief's view the Department should suspend undertaking exterior fire attack or rescue operations.
- c. Where the Fire Chief has made a determination under section 5(b), he or she shall immediately inform the Village, including the reasons for the decision. The Fire Chief may elect to recommence providing Exterior Service Level Operations when he or she considers it warranted, and shall inform the Village when making such decision.
- d. The Incident Commander is hereby provided the authority to increase the level of service to Interior Operations Service Level ONLY during emergency operations at a fire scene where a mutual aid fire/rescue agency is on scene, where the mutual aid fire/rescue agency is authorized to provide Interior Fire Operations Level services, and where there is a sufficient number of firefighters on scene that meet the Interior Fire Operations Level training requirements.

The following is required in situations where a fire operations service level is increased under the conditions noted above;

- i. the Team Leaders involved must meet the Interior Fire Operations Team Leader training requirements, as contained within the Playbook, and
- ii. a Unified Command structure must be implemented that will include the existing Incident Commander as well as a qualified Interior Fire Operations Team Leader from the Interior Fire Operations mutual aid department

6. Policy Amendment:

This Service Level Policy shall be reviewed annually by the Fire Chief. It will be amended as determined appropriate by the Village, or as required to conform with any changes to the Playbook or other applicable legislation or regulations