

Christiana Fire Company

# Fire Police

Handbook

July 2009

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# Creed: Delaware State Fire Police

- Be considerate at all times
- Act as to command the respect of all decent men, women, and children
- Be courteous, impersonal, civil, interested and sympathetic
- Control temper, and avoid wisecracks and sarcasm
- Be calm and inspire confidence
- Keep confidential that which is and should be confidential
- Be courageous but no foolhardy
- Be Alert! Look Alert! Be Observant!

## Fire Police Motto

*“Faithful Performance”*

# Responsibilities & Duties

There are both legal responsibilities/ duties (those the state of Delaware places upon the fire police officer); and company responsibilities (those CFC places upon the fire police officers).

## Legal – State of Delaware

Title 16 - Chapter 67

*AUTHORITY OF FIRE DEPARTMENTS AND FIRE POLICE WITHIN THE STATE*

### **§ 6701 Appointment of fire police; oath of office.**

(a) Any duly organized fire company or substation (outside the City of Wilmington) may provide for the appointment of not more than 6 of its members to perform police duties at fires, fire drills and any emergencies or functions covered by the fire company for a term to be fixed by the fire company.

(b) The members selected by the fire company as fire police shall, before entering upon their duties, qualify by taking and subscribing an oath that they will justly, impartially and faithfully discharge their duties according to the best of their ability and understanding. The oath shall be administered by the sheriff of the county in which the fire company making the appointment is located and shall be subscribed by the member appointed as a fire police officer in duplicate. The original copy of the oath shall be filed with the sheriff of the county in which the fire company making the appointment is located and a copy thereof filed with the secretary of the fire company making the appointment. (47 Del. Laws, c. 82, § 1; 16 Del. C. 1953, § 6701; 55 Del. Laws, c. 62; 66 Del. Laws, c. 150, § 1; 70 Del. Laws, c. 186, § 1.)

### **§ 6702. Territorial jurisdiction of fire police.**

(a) A member of a fire company who has been appointed and qualified as a fire police officer may thereafter, for the term of the member's appointment, act as such anywhere in the county in which the fire company making the appointment is located or in any other county of the State in which the member is called upon to act.

(b) Subject to prior written approval by the fire chief, a fire police officer may be granted permission to:

(1) Assist the fire officer-in-charge, and also assist law enforcement officers as defined in § 9200(b), Title 11, anywhere within the State;

(2) Assist the fire officer-in-charge, and also assist law enforcement officers in out-of-state districts bordering the State, with authority of the bordering district;

(3) Assist at the scene of any potential emergency incident encountered by the fire police officer, and to remain on duty until released by the authorized fire officer or law enforcement officer in charge; and

(4) Perform other special duties as may be requested and approved by the fire chief. (47 Del. Laws, c. 82, § 2; 16 Del. C. 1953, § 6702; 70 Del. Laws, c. 186, § 1; 73 Del. Laws, c. 12, § 1.)

**§ 6703. Supervision by fire officer.**

A fire police officer, subject to § 6702(b) of this title, shall perform the fire police officer's duties under the supervision of the fire officer-in-charge of the scene of a fire, fire drill or other emergency, or in the absence of a fire officer-in-charge, under the supervision of the law enforcement officer in charge of the scene. (47 Del. Laws, c. 82, § 2; 16 Del. C. 1953, § 6703; 70 Del. Laws, c. 186, § 1; 73 Del. Laws, c. 12, § 2.)

**§ 6704. Duties.**

The duties of a fire police officer, subject to the supervision of the fire officer in charge, are to:

(1) Protect the contents of buildings and all other property affected by any fire or fire drill;

(2) Establish and maintain fire lines;

(3) Perform such traffic duties as are necessary;

(4) Wear a fire police badge, to be designed and authorized by the Delaware Volunteer Firemen's Association, on

the left breast of the outermost garment while on duty. (47 Del. Laws, c. 82, § 3; 16 Del. C. 1953, § 6704; 70 Del. Laws, c. 186, § 1; 73 Del. Laws, c. 12, §§ 3, 4.)

**§ 6705. Powers as superseding authorized police officers.**

Nothing contained in this chapter shall be construed to allow or permit the fire police, or any of them, to supersede the authority of a duly authorized police officer. (47 Del. Laws, c. 82, § 4; 16 Del. C. 1953, § 6705.)

**§ 6706. Arresting power.**

If any person unreasonably refuses to obey the orders of a fire police officer in the exercise of the fire police officer's duties, such person may be held under arrest by the fire police officer until the fire at which the fire police officer is called upon to act is extinguished or the fire drill completed at which time the fire police shall take the arrested person before a justice of the peace and charge the arrested person with failure to obey the order of a fire police officer. (47 Del. Laws, c. 82, § 5; 16 Del. C. 1953, § 6706; 59 Del. Laws, c. 322, § 1; 70 Del. Laws, c. 186, § 1.)

**§ 6707. Penalty for refusal to obey orders of fire police officer.**

Whoever refuses to obey the orders of a fire police officer in the exercise of the fire police officer's duties shall be fined no less than \$25 and no more than \$50.

Prosecutions for violations of this section shall be before a justice of the peace. (47 Del. Laws, c. 82, § 6; 16 Del. C. 1953, § 6707; 59 Del. Laws, c. 322, § 2; 70 Del. Laws, c. 186, § 1.)

# Company Assigned Responsibilities

## Fire Police officers have a commitment to perform the following:

- **Traffic Control:** This varies from closing down lanes, providing a safety zone around the scene, to completely closing a roadway and diverting traffic. CFC policy is to provide at least a one lane safety zone parallel to the scene of an MVC. Fire Police remain on scene until the vehicles are cleared or until released by law enforcement. Distractions such as cell phones and the scene can cause drivers to not pay attention to where they are going. You must be alert and observant at all times. Do not turn your back to oncoming traffic. People tend to drive to where they are looking.
- **Crowd Control:** Management of on-lookers at a scene is the foundation to providing protection of your fellow emergency workers as well as protecting the public. On-lookers at a scene can be the victims themselves or those who are simply curious. When possible keep the public in one general area. For larger scenes you may need a few general areas. This makes it easier to monitor the scene. Use of a barrier such as Fire-Line tape can be very effective. Emotions and adrenaline run high at emergency scenes. The average citizen is not used to dealing with scenarios which are routine to emergency workers. As such, they may have a difficult time controlling their emotions and the adrenaline rush. The most effective control device the Fire Police officer has is his/ her voice commands. Use a calm, strong, confident voice and control your temper.
- **Protect Emergency Workers and the Public:** We protect our fellow emergency workers and the public by following the guidelines above, by being alert to individuals and vehicles at a scene, and by working as a team to ensure Everyone Goes Home.
- **Secure Scenes as Potential Crime Scenes:** When in doubt it's best to operate under the presumption the scene is a crime scene until proven otherwise. Be vigilant and use good judgment on who should/ should not be at the scene. If needed, contact the OIC or a law enforcement officer for guidance/ authorization.

# Issued Gear

The following will be issued to you:

- One (1) Delaware State Fire Police badge
- One (1) CFC Fire Police Helmet
- One (1) Cold Weather Jacket
- One (1) Traffic Wand
- One (1) Safety Vest
- One (1) Rain Coat
- One (1) Radio
- Traffic Cones
- Pager

- ✚ A Class B uniform is optional, but can be provided should you agree to assist with functions which require a uniform.
  - *Class B uniform includes: One (1) pair pants with striping, One (1) long sleeve shirt, One (1) short sleeve shirt, One (1) Hat with braid, One (1) hat badge, One (1) tie, One (1) name badge, and One (1) set of two DSFP lapel pins.*

- ✚ Emergency lights are not supplied or reimbursed by CFC.
  - Regulations for emergency lights:
    - 360° visibility is **REQUIRED** when working high speed roads such as I-95 & I-495.
    - Front-facing lights can be blue or white.
    - Rear-facing lights can be blue, white, amber, or red.
    - Wig-Wags are allowed.
  - The de facto standard is a three tier design in front and back.

- ✚ Traffic flares are available to the fire police.

- ✚ **Dress Code at a Scene:** The only dress code requirement is that you wear your safety vest or rain coat, which are both highly visible. Delaware state law requires your badge be displayed on your left breast of your outer garment. Both the safety vest and the rain coat have a badge tab in the appropriate position.

# CFC Fire Police SOP's

## RESTRICTIONS:

There are no restrictions on the Christiana Fire Co. Fire Police as to which calls they can respond to and what calls they cannot. You can respond to an MVC, a Fire, or a Cardiac Arrest.

## WHEN TO RESPOND:

Certain calls are such as an MVC w/ rollover or ejection or an MVC on I-95 or MVC's at intersections are automatic Fire Police dispatches, although you may not see the page.

You don't have wait for the pager request before responding.

## OUTSIDE DISTRICT:

The Chief's office has requested CFC Fire Police respond when CFC has been dispatched to an out of district call with the minimum duty to protect CFC apparatus and personnel.

New Castle County is divided into 4 zones (ie...Zone 1 – Zone 4). CFC is located in Zone 3. If you see a page requesting Zone 3 Fire Police, then you are being requested to respond to the incident.

## Responding:

- *All calls with the exception of Structure Fires:* CFC Fire Police are to announce Responding and Arrival on the TAC channel. Then move to the Fire Police channel for all operational communications.
- *Structure Fires:*
  - Unless requested by the OIC, CFC Fire Police are NOT to announce responding & arrival on the TAC channel, but are to use the Fire Police channel only. The Fire Police channel is then used for all operational communications.
  - If OIC requests CFC Fire Police, then announce responding & arrival on the TAC channel. The Fire Police channel is then used for all operational communications.

✚ Arrival: 1<sup>st</sup> Fire Police Unit On-Scene:

- Within CFC, the first Fire Police unit on-scene has command of the fire police for that scene. Announce on the Fire Police channel your call-sign and that you are the Fire Police Leader. This tells other responding Fire Police units who they need to report to once they arrive.
- Position yourself close to the scene so you have good vision and communication with the OIC. This will allow you to adjust the positions of the Fire Police as needed.
- Perform a scene size up and determine, based on Fire Police responders you hear on the radio, if additional Fire Police are needed (such as Zone Fire Police). If there is an OIC on-scene from the fire side, let that person know additional Fire Police will be needed. They will contact fireboard and make the request. Let the OIC know if you need Station Fire Police (ie..CFC) or Zone Fire Police (multiple stations within Zone 3). If you are the first unit on-scene altogether, then your scene size up should also include other safety concerns (ie.. wires down, rollover, entrapment, HazMat, etc...). This information you can relay to fireboard on the TAC channel to better prepare responding units and/ or to request additional resources.

***NOTE: The Fire Police channel is recorded at fireboard, but it is not monitored as general practice, although some personnel do monitor the channel. If you need to communicate with fireboard is must be over a TAC channel.***

- Next, identify the priority safety issues and what lane(s) or roads need to be closed. See *Scene Control Guidelines* for more details.

- Assign responding Fire Police officers to positions around the scene to close off the lane(s) or roads in order to make the scene safe for the emergency working and the public.

#### Arrival: Not 1<sup>st</sup> Fire Police Unit On-Scene:

- Obtain orders from Fire Police Command on where to position. Over time, you will learn how we set up scenes and you may know what needs to be done without having to request orders from FPC. In these cases, notify FPC of your call-sign and where you will position yourself.

#### Wrap up:

- In order to maintain order the Fire Police units remain on-scene until the incident is clear.
  - For MVC's: this is either when the "hooks" take the vehicle(s) away or when released by law enforcement. The "hooks" usually require the lanes to be closed temporarily while they get into position. If the Fire Police officers left when the fire apparatus left, the scene would go back into chaos and we would most likely be right back for another MVC. FPC will contact fireboard and advise them the roads are open and all Fire Police are clear. *When we have roads or lanes closed, fireboard may divert units responding to other incidents. By notifying fireboard when we are done, they can have units respond as normal. You can contact fireboard via a TAC channel or via cell phone.*
  - The wrap-up can be the most dangerous part of the whole situation. You are opening lanes/ roads and frustrated drivers are hitting the gas to get into the lanes. Always assist other Fire Police officers in opening their lanes and putting away their cones. **EVERYONE GOES HOME!**
  - For Fires: We are usually there until the end as well. If the Fire Marshal is delayed, the Fire Police can

secure the scene until they arrive. This frees the fire apparatus so they can return to the station.

## MISC:

- ✚ If you are responding to a scene and the OIC places the scene *under control*, you no longer need to respond Hot (lights). The OIC may still want you to continue in, but there is no need to risk lives doing it.
- ✚ It is CFC's policy that you cannot respond Hot when you have a civilian in your vehicle. Announce you are responding with Delayed Response. Once you are at the scene you can activate your lights.
- ✚ Also announce Delayed Response if you are responding outside the district.

# Fire Police Associations

There are a total of four Fire Police Associations in the state. One for each county (New Castle, Kent, and Sussex) and one at the state level.

Each association has its own elected officers who each serve a one year term. Each association also has various groups/ committee's. Participation in the groups/ committee's is highly encouraged.

## Delaware State Fire Police Assn.:

- Fire Police officers from all over the state come together to address issues. A training class is typically held afterwards. They meet 4 times a year. Three of the meetings are held at fire school in Dover. One meeting is held during the DVFA Conference in September which is also a formal dinner.
- You need to make two of the meetings in order to maintain an active status. Everyone is given credit for the meeting in Sept during the DVFA conference, whether they attend or not. So you only need to make one additional meeting.

## New Castle County Fire Police Assn.:

- Meeting are held on the 2<sup>nd</sup> Tuesday of each month at various stations within NCC. Meetings start at 1830 hrs which includes dinner provided by the host company.
- You need to make 5 meetings each year in order to be a voting member.
- The Training/ Safety committee typically holds an informative training session during these meetings.
- The Fire Police maintain strong relationships with law enforcement agencies across the state. Officers from DSP, NCCPD, NPD, DRBA, and other agencies also attend these meetings.

# Ranks:

The only way to obtain a rank within the Delaware State Fire Police is to hold or have held a position as an officer with one of the Associations. You must first begin with the county association before you can move to a state position. In addition to a rank you are also given a gold badge and name plate.

**Lieutenant:** Secretary – Any level  
(one bar) Asst. Secretary – Any level  
Treasurer – Any level  
Asst. Treasurer – Any level

**Captain:** 1<sup>st</sup> Vice President – County level  
(two bars) 2<sup>nd</sup> Vice President – Any level

**Major:** President – County level  
(Gold Oak Leaf)

**Lt. Colonel:** 1<sup>st</sup> Vice President – State level  
(Silver Oak Leaf)

**Colonel:** President – State level (must have previously held the position  
(Full Bird) of President of a county assn.)

# Call Signs

Call signs in NCC are formatted differently than they are in Kent and Sussex counties.

Regardless of the county, the state of Delaware allows each station to have 6 Fire Police officers. CFC has three stations so we are allowed to have a maximum of 18 Fire Police officers.

In NCC, the call-sign format starts with the “9” unit (ie..3-9, 6-9, 12-9). The “9” units are the leads for their respective stations. The first number represents the station (ie..3 for station 3, etc...).

Following the “9” units are the designations A-E (ie.. 6-9A, 6-9B, 6-9C, 6-9D, and 6-9E). These combined with the “9” units give you six officers per station.

# Scene Control Guidelines

NOTE: Each scene, whether a fire scene or an MVC scene, is unique. Each one needs to be evaluated individually. What follows are just guidelines for a plan of action. Be flexible and be prepared to adjust as necessary.

PURPOSE: To pre-plan how to handle a scene with focus on some Hot Spots in our district.

GOAL: To ensure a common train of thought amongst the Fire Police officers, with the result being a quicker control of the scene making it safer more quickly and allowing our fellow emergency workers to concentrate on their portion of the scene that much faster.

*Every minute counts .... lets give our neighbors as many as we can!*

## MVC Scenes:

Hot Spots are those areas more prone to MVC's, High speed roads, small roads which may be difficult to manage.

- SOME HOT SPOTS:
  - I-95 due to size and speed
  - Christiana Rd at Route 1
  - Christiana Rd at Appleby Rd
  - Christiana Rd at Airport Rd.
  - Salem Church Rd at Old Baltimore Pike
  - Route 40 at Route 896
  - Route 40 at Scotland Dr
  - Route 40 at Salem Church Rd
  
- SAFETY FIRST:
  - Wear your safety vest or rain coat
  - Turn off your vehicle headlights at night so you do not impair the vision of on-coming traffic.
  - Never turn your back to on-coming traffic
  - Have your badge displayed

- **VEHICLE PLACEMENT:**  
Position first-arriving units to protect the scene, patients, and emergency personnel.

Create a lateral buffer space of at least one lane if possible.

When setting up the merging taper allow for longitudinal buffer that can hold additional apparatus.