

# DALTON FIRE DEPARTMENT

## Standard Operating Procedure

**S.O.P.:** **FO-14**

**Effective:** **06/26/2015**

**Revised:** **09/28/2021**

**Reviewed:** **09/26/2023**

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**Fire Chief Signature**

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**DATE**

**Title:** Mayday Procedures

**Scope:** All Personnel

**Reference:** NFPA 1561, 1407, 1500, 1561, 1001, 1982

### General Information:

- A. The term *mayday* will be used only when personnel are in an immediate life-threatening situation. The term “emergency traffic” will be used for other emergencies.
- B. All crews working in IDLH environments must have a radio and understand mayday procedures.
- C. A firefighter reporting mayday will have priority over all other radio traffic.
- D. In the event of a mayday, all unaffected personnel shall continue normal fireground operations unless otherwise advised by the IC.

### Procedure:

- A. A firefighter must recognize a mayday parameter and call for the mayday immediately. This shall happen as soon as he/she thinks they are in trouble. The mayday may be cancelled at any time once the situation is corrected and the firefighter is safe and accounted for.
- B. In the event of a Mayday, the following actions shall be taken by the firefighter that is endangered:
  - 1. Recognize the mayday parameter and remain calm.
  - 2. Press the orange emergency button on the portable radio or lapel mic. This will give 10 seconds of uninterrupted air-time to give the initial Mayday.

3. Notify command using “Mayday, Mayday, Mayday”.
4. Mayday information shall be given using the following acronym:

WWW

W – Where

W – Why

W – Who

5. Once mayday information is acknowledged by command, the firefighter will activate his/her PASS device.
  6. Attempt self-rescue, if possible.
- C. In the event of a mayday, the following actions shall be taken by the incident commander (IC):
1. Ensure a Rapid Intervention Team is assigned when firefighters are working in IDLH environments.
  2. Once a Mayday is received, the IC will advise on the radio “stop all unnecessary radio traffic”.
  3. Once a completed Mayday transmission is understood, command will advise the firefighter to activate his/her PASS device.
  4. The IC will assign the Rapid Intervention Team to the rescue.
  5. An additional officer may be utilized in command to manage the mayday or the fire incident at the discretion of the IC. Additional alarms may be struck if the situation dictates.
  6. The IC shall request an ambulance to respond to the scene if one is not already on location. Additional ambulances may be required if the situation dictates.
  7. The chief of the department shall be notified after the mayday is resolved.

- D. The IC may contact dispatch to acquire an additional channel for fire ground operations. They may also request dispatch to monitor the mayday channel and assist as needed. The IC may move all other radio traffic to a different fireground channel, but the person calling mayday, the Rapid Intervention Team, and the IC or his/her designee should continue to operate on the original channel. If this change occurs, the IC or his/her designee will assume fireground operations on the newly assigned channel and a PAR shall be conducted.
- E. If a mayday is transmitted on DFD Main, the IC will notify dispatch to hold all radio traffic on that channel. During this time, all subsequent calls will be dispatched via an alternate channel assigned by dispatch. If this situation occurs, dispatch will call all available stations to inform them of the change.
- F. After the incident, a thorough post-incident analysis and external review shall be performed in a timely manner. If needed, a critical incident stress debriefing may be conducted.

In the event of an inadvertent activation of the orange emergency button, the firefighter will advise "Status Orange" to confirm there is no true emergency.

# **DALTON FIRE DEPARTMENT**

## **Standard Operating Procedure**

**S.O.P.: FO- 16**  
**Effective: 08-07-2017**  
**Revised: 09-25-2018**  
**Reviewed: 09-26-2023**

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**Fire Chief Signature**

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**DATE**

**Policy:** Emergency Evacuation

**Scope:** All Personnel

### **Procedure:**

In the event an emergency evacuation order is required, the Incident Commander shall:

- Activate emergency evacuation tone using a portable radio
- Call for all personnel to evacuate the structure or area
- Repeat this process on all channels utilized on the incident
- Conduct a PAR to ensure personnel accountability

All Driver/Operators shall repeatedly sound their apparatus air horns.

If any personnel are unaccounted for or are have not evacuated, the process shall be repeated.

To activate the emergency evacuation tone on a Motorola APX portable radio:

- Select channel you wish to sound evacuation tone
- Key the microphone
- Press orange button after the microphone has been activated
- Hold the microphone button for the desired time, approximately 5 seconds

# DALTON FIRE DEPARTMENT

## Standard Operating Procedure

**S.O.P.:** GP-2

**Effective:** 10-12-2001

**Revised:** 09-26-2017

**Reviewed:** 09-26-2023

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Fire Chief Signature

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DATE

**Title:** Uniform Dress Classes and Usage

**Scope:** All Personnel

### **Procedure:**

#### Class A Uniform

A full dress uniform consisting of long sleeve dress shirt, dress pants, dress shoes with black socks, dress coat complete with badge, nameplate, and ribbons, dress cap with cap strap and insignia, black leather dress belt, and black necktie.

This uniform may be worn for special occasions and formal fire department functions. Class A uniform shall be worn for all promotional and recognition meetings.

#### Class B Uniform

A daily uniform to be worn when engaged in activities involving civilians or other outside personnel consisting of uniform shirt complete with badge and nameplate, uniform pants, black uniform shoes with black socks or black boots (white socks are acceptable with boots only), and black uniform belt. Golf shirt and tactical shorts with dark colored socks and athletic shoes can be worn within this uniform classification. Shorts shall NOT be worn during pre-incident surveys and/or other public relations events as specified by on-duty officers. Department issued ball caps and job shirts are acceptable for use with class B uniforms. A job shirt may replace the collared uniform shirt when worn with a class B uniform.

Line personnel are to keep a minimum of one clean and pressed class B uniform in their locker at all times. Officers have the authority to order their subordinates to upgrade their uniforms to this class.

The shift commander shall remain in class B uniform for the entire 24-hour shift.

#### Class C Uniform

The standard daily station uniform consisting of all elements listed under the class B uniform section **except** the collared Nomex or golf shirt.

This uniform may be worn while in quarters or on station grounds and not engaged with the public. Class C is the minimum level of dress to be worn while conducting hydrant detail.

#### Class D Uniform

This uniform consists of department issued t-shirt, gym shorts, athletic socks, and athletic shoes. Sweatshirts and sweatpants may be worn to personal preference.

This uniform is to be worn while actively engaged in physical fitness, training, and/or maintenance activities. Upon completion of the detail, personnel shall return to class B or C uniform as applicable. This level of dress may also be worn when retiring to the dorm.

#### **Miscellaneous:**

No t-shirt is required with the class B uniform, but if you choose to wear one, blue DFD t-shirts or white v-neck t-shirts may be worn with Nomex and golf shirts. White v-neck undershirts may be worn with white dress shirts.

All personnel shall be in the proper level of uniform while on-duty. Uniforms shall be pressed and neat in appearance and all footwear shall be clean and polished (as applicable).

Department issued golf shirts and business casual slacks with brown leather belt and brown shoes may be worn for off-site fire department activities.

Administrative personnel may dress as appropriate for the expected duties of the day. Other 40-hour personnel shall dress as assigned by their division head.

Non-issued clothing of a tasteful nature may be worn when the ambient temperature or wind chill drops below 20 degrees Fahrenheit. On-duty officers will determine both the tasteful nature and conditions when this clothing may be utilized.

Officers are authorized and expected to inspect the uniforms and appearance of their subordinates. If this inspection indicates a uniform does not reflect a professional appearance, the officer shall order the subordinate to change his/her uniform. This change may require the subordinate to upgrade to a higher classification of uniform. Professional appearance will be determined by the officer.



- Visually inspect the cylinder for proper hydrostatic test information and visual inspection permit (VIP) sticker
  - SCUBA cylinders must be hydrostatically tested every five (5) years by a D.O.T. certified testing facility
  - SCUBA cylinders must have a visual inspection test every year by an authorized diving facility and must have a current visual inspection sticker
  - Cylinders must have a D.O.T. hydrostatic test stamp, example: B7  
10 21 91
  - No other testing will be accepted.
  
- Visually inspect the cylinder for deep nicks, cuts, or damage to the cylinder valve
  
- Should the cylinder fail any of the above inspections or found to be out of test date, the cylinder will not be refilled. Refusal to refill for any reason is at the discretion of the personnel performing the refill.