**SCHEDULE ‘A’**

**APPROVED DELIVERY OF CORE SERVICES**

Anywhere Fire and Rescue Services

|  |  |
| --- | --- |
| Public Fire Safety Guidelines | Subject Coding **PFSG 04-12-13** |
| Section **Emergency Response** | Date **January 1998** |
| Subject **Core Services (Response and Support) and Associated Guidelines** | Page |

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Purpose: | | To provide a summary of the core services that a fire department may provide.  It is not expected that a fire department would be involved in all levels of service listed under emergency response. For example some fire departments will provide interior structural firefighting with a rescue component while others may be unable to provide rescue components. | | | | | |
| **Emergency Response:** | | | | |  | |  |
|  | 1 | basic firefighting - no expected rescue component | | | | | **Approved** |
|  | 2 | structural firefighting including rescue | | | | | **Approved** |
|  | 3 | vehicle firefighting | | | | | **Approved** |
|  | 4 | grass, brush, forestry firefighting | | | | | **Approved** |
|  | 5 | marine firefighting | | | | | **Not Applicable** |
|  | 6 | automatic aid | | | | | **Approved** |
|  | 7 | mutual aid | | | | | **Approved** |
|  | 8 | tiered medical response | | | | | **Approved** |
|  | 9 | awareness level hazardous materials | | | | | **Approved** |
|  | 10 | operations level hazardous materials | | | | | **MFP** |
|  | 11 | technician level hazardous materials | | | | | **MFP** |
|  | 12 | vehicle accidents | | | | | **Approved** |
|  | 13 | vehicle extrication | | | | | **Approved** |
|  | 14 | transportation incidents involving vehicles, trains, aircraft and watercraft | | | | | **Approved** |
|  | 15 | water and ice - shore based | | | | | **Approved** |
|  | 16 | water and ice - water entry | | | | | **Not Applicable** |
|  | 17 | water and ice - boat | | | | | **Approved** |
|  | 18 | public assistance | | | | | **Approved** |
|  | 19 | ambulance assistance | | | | | **Approved** |
|  | 20 | police assistance | | | | | **Approved** |
|  | 21 | public utilities assistance | | | | | **Approved** |
|  | 22 | community emergency plan participation | | | | | **Approved** |
|  | 23 | urban search and rescue (light and heavy) | | | | | **MFP** |
|  | 24 | high angle rescue | | | | | **Approved** |
|  | 25 | confined space rescue | | | | | **Approved** |
|  | 26 | farm/silo rescue | | | | | **Approved** |
|  | 27 | role as Assistant to Fire Marshal re suppression | | | | | **Approved** |
|  | | | | | |  |  |
|  | | | | | |  |  |
| **Fire Prevention and Public Education:** | | | | | |  |  |
|  | | | 1 | selection of appropriate programs | | | **Approved** |
|  | | | 2 | role of chief fire official | | | **Approved** |
|  | | | 3 | role of Assistant to Fire Marshal re prevention | | | **Approved** |
|  | | | 4 | input into fire prevention policy development | | | **Approved** |
|  | | | 5 | code development input | | | **Approved** |
|  | | | 6 | development of fire prevention by-laws | | | **Approved** |
|  | | | 7 | inter-action with building department(s) | | | **Approved** |
|  | | | 8 | inter-action with other government agencies | | | **Approved** |
|  | | | 9 | inspection practices, including | | | |
|  | | |  | complaints inspections | | | **Approved** |
|  | | |  | conducting routine inspections per fire prevention policy | | | **MFP** |
|  | | |  | dealing with code compliance issues (mandated) | | | **Approved** |
|  | | |  | enforcing municipal by-laws | | | **Approved** |
|  | | |  | conducting inspections, preparing reports and issuing written responses to requests | | | **Approved** |
|  | | |  | issuing permits | | | **Approved** |
|  | | | 10 | public education practices, including | | | |
|  | | |  | providing routine education programs as per fire prevention policy | | | **Approved** |
|  | | |  | facilitating smoke alarm initiatives | | | **Approved** |
|  | | |  | providing access for media | | | **Approved** |
|  | | |  | delivery of specialized programs | | | **Approved** |
|  | | | 11 | fire investigation practices, including | | | |
|  | | |  | determining cause and origin | | | **Approved** |
|  | | |  | assessing code compliance | | | **Approved** |
|  | | |  | assessing fire suppression effectiveness | | | **Approved** |
|  | | |  | determining compliance with building standards | | | **Approved** |
|  | | |  | determining effectiveness of built-in suppression features | | | **Approved** |
|  | | |  | interacting with OFM investigator | | | **Approved** |
|  | | |  | supporting criminal prosecutions | | | **Approved** |
|  | | |  | consulting with police and other agencies | | | **Approved** |
|  | | |  | providing forensic services | | | **Not Applicable** |
|  | | | 12 | plans examination and approval practices, including | | | |
|  | | |  | examining and approving new construction plans | | | **MFP** |
|  | | |  | examining and approving renovation plans | | | **MFP** |
|  | | |  | reviewing and approving sub-division/development agreements | | | **Approved** |
|  | | |  | reviewing and approving site plans | | | **MFP** |
|  | | |  | providing on-site inspection of approved plans to determine compliance | | | **Approved** |
|  | | |  | issuing occupancy permits | | | **MFP** |
|  | | | 13 | preparation for and appearances in court | | | **Approved** |
|  | | | 14 | systems checking, testing and approval | | | **Approved** |
|  | | | 15 | compile, analyze and disseminate functional statistics | | | **Approved** |
|  | | | 16 | consultation with architects, engineers, planners, contractors and building trades | | | **Approved** |
| **Fire Administration:** | | | | | |  |  |
|  | | | 1 | planning & growth practices, including | | |  |
|  | | |  | master planning | | | **Approved** |
|  | | |  | evaluating programs and services | | | **Approved** |
|  | | |  | projecting station locations and reallocations | | | **MFP** |
|  | | |  | determining staffing levels and assignments | | | **Approved** |
|  | | |  | co-ordinating with other emergency services | | | **Approved** |
|  | | |  | co-ordinating development with other community departments | | | **Approved** |
|  | | |  | co-ordinating with other Counties/Districts/Regions | | | **Approved** |
|  | | | 2 | financial & records analysis practices, including | | |  |
|  | | |  | co-ordinating use of information from suppression activities | | | **Approved** |
|  | | |  | co-ordinating use of information from fire prevention activities | | | **Approved** |
|  | | |  | transitional adjustments for capital stock | | | **Approved** |
|  | | |  | input into level of service issues (based on available funding) | | | **Approved** |
|  | | |  | developing, controlling and monitoring budgets | | | **Approved** |
|  | | |  | co-ordinating with department divisions | | | **Approved** |
|  | | |  | identifying alternative sources of revenue and fees for services | | | **Approved** |
|  | | |  | operating | | | **Approved** |
|  | | |  | capital | | | **Approved** |
|  | | |  | purchasing | | | **Approved** |
|  | | | 3 | records management, including | | |  |
|  | | |  | note taking | | | **Approved** |
|  | | |  | records retention | | | **Approved** |
|  | | |  | freedom of information legislation | | | **Approved** |
|  | | | 4 | human resources practices including | | |  |
|  | | |  | recruitment, selection and retention | | | **Approved** |
|  | | |  | promotion | | | **Approved** |
|  | | |  | performance evaluation | | | **Approved** |
|  | | |  | career development and higher education | | | **Approved** |
|  | | |  | job classifications | | | **Approved** |
|  | | |  | secondary employment | | | **Not Applicable** |
|  | | | 5 | client/customer relations practices, including | | |  |
|  | | |  | preserving local identity | | | **Approved** |
|  | | |  | enhancing fire department image | | | **Approved** |
|  | | |  | marketing | | | **Approved** |
|  | | |  | environmental scanning, anticipating pressures and developing communication strategies | | | **Approved** |
|  | | |  | enhancing public perception of access to fire department staff | | | **Approved** |
|  | | |  | developing inter-agency relationships | | |  |
|  | | | 6 | health and safety practices, including communicable diseases | | | **Approved** |
| **Communications/Resource Centre:** | | | | | |  |  |
|  | | | 1 | dispatch practices, including | | | |
|  | | |  | liaising with dispatch centres | | | **Approved** |
|  | | |  | providing access points for operational supervisors | | | **Approved** |
|  | | |  | receiving emergency calls | | | **Approved** |
|  | | |  | dispatching of appropriate resources | | | **Approved** |
|  | | |  | providing on-going resources to operation during emergency | | | **Approved** |
|  | | |  | compiling emergency response data and inputting of information in data bases | | | **Approved** |
|  | | |  | sharing data with other department divisions | | | **Approved** |
|  | | |  | sharing data with other municipal departments | | | **Approved** |
|  | | |  | accessing information from other sources | | | **Approved** |
|  | | | 2 | technology issues including | | |  |
|  | | |  | maintaining and repairing communications systems and components (both routine and emergency) | | | **Approved** |
|  | | |  | providing technical support | | | **Approved** |
|  | | |  | developing specifications for radios, pagers, telephones, and computers | | | **Approved** |
|  | | |  | providing interface capability with other data systems, e.g. assessment, building department, roads departments | | | **Approved** |
| **Training & Education:** | | | | | |  |  |
|  | | | 1 | program development practices, including | | |  |
|  | | |  | developing trainer facilitators | | | **Approved** |
|  | | |  | co-ordinating core curriculum | | | **Approved** |
|  | | |  | developing specialized staff development programs | | | **Approved** |
|  | | |  | suppression | | | **Approved** |
|  | | |  | prevention | | | **Approved** |
|  | | |  | administration | | | **Approved** |
|  | | |  | communications | | | **Approved** |
|  | | |  | maintenance | | | **Approved** |
|  | | |  | support services | | | **Approved** |
|  | | |  | developing succession training programs | | | **Approved** |
|  | | |  | developing self-directed learning programs | | | **Approved** |
|  | | | 2 | providing access to training facilities, including | | |  |
|  | | |  | co-ordinating access to facility | | | **Approved** |
|  | | |  | delivering hands-on training to staff | | | **Approved** |
|  | | | 3 | station training practices, including | | |  |
|  | | |  | delivery of curriculum specific to discipline's needs | | | **Approved** |
|  | | |  | supervisory training drills | | | **Approved** |
|  | | |  | providing support and direction | | | **Approved** |
|  | | | 4 | development, approval and delivery of incident management and accountability systems and procedures | | | **Approved** |
|  | | | 5 | co-ordination, development, approval and distribution of standard operating guidelines for various disciplines | | | **Approved** |
| **Maintenance:** | | | | | |  |  |
|  | | | 1 | fleet and equipment maintenance practices, including | | |  |
|  | | |  | maintaining fleet and equipment (both routine and emergency) | | | **Approved** |
|  | | |  | providing annual testing programs | | | **Approved** |
|  | | |  | mechanical worthiness | | | **Approved** |
|  | | |  | Ministry of Labour requirements | | | **Approved** |
|  | | |  | pump capacity and certification | | | **Approved** |
|  | | |  | specification development | | | **Approved** |
|  | | |  | acceptance testing and approval of new apparatus and equipment | | | **MFP** |
|  | | |  | maintaining specialized equipment, e.g. SCBA | | | **Approved** |
|  | | |  | central supply facility | | | **MFP** |
|  | | | 2 | facilities maintenance, including | | |  |
|  | | |  | maintenance of station infrastructure | | | **Approved** |
|  | | | 3 | providing input re design and construction considerations for fire stations | | | **MFP** |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Support Services (shared municipal/fire department functions):** | | | |  |  |
|  | | 1 | purchasing practices, including | | |
|  | |  | bulk purchasing through local and area organizations | | **MFP** |
|  | |  | developing standardized specifications for all apparatus and equipment | | **MFP** |
|  | | 2 | financial practices, including | | |
|  | |  | financial analysis | | **Approved** |
|  | |  | liaising with other area departments | | **Approved** |
|  | |  | co-ordinating day to day financial services | | **Not Applicable** |
|  | |  | arranging long term funding | | **Not Applicable** |
|  | | 3 | risk management practices, including | | |
|  | |  | assessing changing risk | | **Approved** |
|  | |  | operationalizing risk management into every function | | **MFP** |
|  | |  | providing insurance | | **MFP** |
|  | |  | prevention planning | | **MFP** |
|  | |  | risk avoidance | | **MFP** |
|  | |  | loss control | | **MFP** |
|  | |  | loss reduction | | **MFP** |
|  | |  | separation and diversification of losses | | **MFP** |
|  | |  | risk transfer | | **MFP** |
|  | | 4 | human resources practices, including | | |
|  | |  | developing recruitment and retention programs | | **Approved** |
|  | |  | specializing in fire service legislation and related issues | | **Approved** |
|  | | 5 | co-ordination with other agencies for shared infrastructure, including | | |
|  | |  | municipal water system development | | **MFP** |
|  | |  | maintenance and access to water supply | | **MFP** |
| **LEGEND** | | | | | |
| **Approved** | Presently trained, equipped, and providing service | | | | |
| **MFP** | To be considered as part of the Master Fire Planning process | | | | |
| **Not Applicable** | Service not required in the geographical boundaries of the Town of Anywhere | | | | |