**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 |