

NFPA 1500 Fire Department Occupational Safety and Health Program (2002 edition)  
 CHAPTER 4 - FIRE DEPARTMENT ADMINISTRATION (Chief Williams/Captain Cox)

Section	Chapter/Section Title	Description	Compliance *	Specific Documents which meet standard OR list of action items.
4.1 4.1.1	Fire Dept Organizational Statement	The fire department shall prepare and maintain a written statement or policy that establishes the existence of the fire department, the services of the fire department is authorized and expected to perform, and the basic organizational structure.	Complete	County Charter - Section 545 (Fire Administrator), Sec. 546 (Fire Advisory Board), Sec. 547 (Functions and duties of the Fire Department). Fire Department Rules and Regulations: Intro/Mission/Vision Statements. Fire Department Rules and Regulations: Intro/organizational chart
4.1.2		The fire department shall prepare and maintain written policies and standard operating procedures that document the organization structure, membership, roles and responsibilities, expected functions, and training requirements, including the following:  (1) The types of standard evolutions that are expected to be performed and the evolutions that must be performed simultaneously or in sequence for different types of situations.	Complete	Expected functions and training requirements are outlined in the Department's Rules and Regulations Section: Intro/ Fire Department Principles; Admin/Career Employee Position Specifications; and Volunteer support/Volunteer Position Specifications and Volunteer Appointment Standards. Departmental OPM's: 1-Performance Standard Evaluations; 2-Incident Management System; 3-Special Responses; and 4-Operational Safety.
		(2) The minimum number of members who are required to perform each function or evolution and the manner in which the function is to be performed.	Complete	OPM-1 Performance Standards. The required number of personnel for each evolution are listed.
		(3) The number and types of apparatus and the number of personnel that will be dispatched to different types of incidents	Complete	Fire Department Rules and Regulations: Communications/Initial Response; and Communications/Minimum Initial Staffing
		(4) The procedures that will be employed to initiate and manage operations at the scene of an emergency incident.	Complete	OPM-2 (Incident Scene Management) OPM-3 (Special Responses) OPM-4 (Operational Safety)

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4.1.3		The organizational statement and procedures shall be available for inspection by members or their designated representative.	Complete	Organizational Statement-Fire Department Rules and Regulations: Intro/Mission Statement; and Intro/Vision Statement (also available Online). Procedures: Fire Department OPMS Manual
4.2 4.2.1	Risk Management Plan	The fire department shall develop and adopt a comprehensive written risk management plan.	None	This is currently under development. Estimated completion 06/04.
4.2.2		The risk management plan shall at least cover the risks associated with the following: (1) Administration	None	see 4.2.1
		(2) Facilities	None	see 4.2.1
		(3) Training	None	see 4.2.1
		(4) Vehicle operations, both emergency and non emergency	None	see 4.2.1
		(5) Protective clothing and equipment	None	see 4.2.1
		(6) Operations at emergency incidents	None	see 4.2.1
		(7) Operations at non emergency incidents	None	see 4.2.1
		(8) Other related activities	None	see 4.2.1

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4.2.3		The risk management plan shall include at least the following components (See Annex D): (1) Risk identification. Actual and potential hazards (2) Risk evaluation. Likelihood of occurrence of a given hazard and severity of its consequences (2) Risk control techniques. Solutions for elimination or mitigation of potential hazards; implementation of best solution. (4) Risk management monitoring. Evaluation of effectiveness of risk control techniques.	None	
4.3 4.3.1	Safety and Health Policy	The fire department shall adopt an official written departmental occupational safety and health policy that identifies specific goals and objectives for the prevention and elimination of accidents and occupational injuries, exposures to communicable disease, illnesses, and fatalities.	Complete	<u>OPM-4</u> - Introduction/Risk Management Section states “ <i>The concern for safety and health applies to all members of the fire department and to any other persons who may be involved in fire department activities</i> ”. It states that it is copied per batim and is adopted as policy from NFPA 1500, Chapter 2, Section 2-3.1.
4.3.2		It shall be the policy of the fire department to seek and to provide an occupational safety and health program that complies with this standard for its members.	Complete	OPM-4: Intro/Message from the Chief of the Department/paragraph 1
4.3.3		The fire department shall evaluate the effectiveness of the occupational safety and health program at least once every three years.	Complete	OPM-4: Health and Safety: Safety and Health Workgroup, Section V.C
4.3.3.1		An audit report of the findings shall be submitted to the fire chief and to the members of the occupational safety and health committee.	Complete	OPM-4: Health and Safety: Occupational Safety and Health Workgroup, Section V.C
4.4 4.4.1	Roles and Responsibilities	It shall be the responsibility of the fire department to research, develop, implement and enforce an occupational safety and health program that recognizes and reduces the inherent risks involved in the operations of a fire department	Complete	OPM-4 Health and Safety: Health and Safety Division Mission Statement; and Health and Safety Workgroup, section I.

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4.4.2		The fire department shall be responsible for compliance with all applicable laws and legal requirements with respect to member safety and health.	Complete	OPM-4: Intro/Message from the Chief of the Department/Paragraph 2
4.4.3		The fire department shall establish and enforce rules, regulations, and standard operating procedures to reach the objectives of this standard.	Complete	OPM-4: Operational Safety Fire Department Rules & Regulations : Intro/Authority and Scope; and Intro/Authority for Other Documents.
4.4.4		The fire department shall be responsible for developing and implementing an accident investigation procedure.	Partial	Accident Investigations consist of a (1) accident report (2) special report (3) supervisory report (4) accident review board process. Firefighter LODD/Injury Operational OPM under development
4.4.5		All accidents, injuries, fatalities, illnesses, and exposures involving members shall be investigated.	Partial	Vehicle accidents investigated as noted in Fire Department Rules and Regulations: Operations Support/Vehicle Accidents and Damage procedures. OPM-4: Injury Review Board; and Accident Review Board. Firefighter LODD/Serious Injury OPM is under development
4.4.6		All accidents involving fire department vehicles, equipment, or fire department facilities shall be investigated.	Partial	Vehicle accidents investigated as noted in Fire Department Rules and Regulations: Operations Support/Vehicle Accidents and Damage procedures. OPM-4: Injury Review Board; and Accident Review Board. Firefighter LODD/Serious Injury OPM is under development

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4.4.7		The fire department shall take whatever appropriate corrective action that is necessary to avoid repetitive occurrences of accidents and exposure to communicable diseases.	Partial	OPM-4: Accident Review Board; Injury Review Board; Apparatus Safety; Infection Control. Risk Management Plan is under development
4.4.8		Records of such investigations shall be kept in accordance with the applicable provisions of Section 4.6.1 of this chapter.	Partial	See 4.6.1
4.4.9		Each individual member of the fire department shall cooperate, participate, and comply with the provisions of the occupational safety and health program.	Complete	OPM-4: Health and Safety: Introduction- “it is also the paramount responsibility of every member of this department to be fully aware of, and comply with, all safety policies and regulations.”
4.4.10		It shall be the right of each member to be protected by an effective occupational safety and health program and to participate or be represented in the research, development, implementation, evaluation, and enforcement of the program.	Complete	OPM-4: Health and Safety: Health and Safety Workgroup.
4.4.11		The member organization, where such an organization exists, shall cooperate with the fire department by representing the interests and the welfare of the members in the research, development, implementation, and evaluation of the occupational safety and health program.	Complete	OPM-4: Health and Safety: Health and Safety Workgroup. IAFF Local 1563: Memorandum of Agreement, Section 17.2
4.4.12		The member organization shall have the right to represent the individual and collective rights of its members in the occupational safety and health program.	Complete	OPM-4: Operational Safety: Health and Safety Workgroup. IAFF Local 1563: Memorandum of Agreement, Section 17.2
4.5 4.5.1	Occupational Safety and Health Committee	An occupational safety and health committee shall be established and shall serve in an advisory capacity to the fire chief.	Complete	OPM-4: Operational Safety: Safety and Health Workgroup, section V.A

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4.5.1.1		The committee shall include the following members: (1) The designated fire department health and safety officer (2) Representatives of fire department management (3) Individual members or representatives of member organizations.	Complete	OPM-4: Operational Safety:Safety and Health Workgroup, section III
4.5.1.2		The committee shall also be permitted to include other persons.	Complete	OPM-4: Operational Safety:Safety and Health Workgroup, section III
4.5.1.3		Representatives of member organizations shall be selected by their respective organizations, but other committee members shall be appointed to the committee by the fire chief.	Complete	OPM-4: Operational Safety: Safety and Health Workgroup, section III IAFF Local 1563 Memorandum of Agreement, section 17
4.5.2		The purpose of this committee shall be to conduct research, develop recommendations, and study and review matters pertaining to occupational safety and health within the fire department.	Complete	OPM-4 Operational Safety:Safety and Health Workgroup, section I
4.5.3		The committee shall hold regularly scheduled meetings and shall be permitted to hold special meetings however necessary.	Complete	OPM-4 Operational Safety:Safety and Health Workgroup, section IV
4.5.3.1		Regular meetings shall be held at least once every six months.	Complete	OPM-4 Operational Safety:Safety and Health Workgroup, section IV
4.5.3.2		Written minutes of each meeting shall be maintained and shall be made available to all members.	Complete	OPM-4 Operational Safety:Safety and Health Workgroup, section IV

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4.6 4.6.1	Records	<p>The fire department shall establish a data collection system and maintain permanent records of all accidents, injuries, illnesses, exposures to infections agents and communicable diseases, or deaths that are or might be job related.</p> <p>** Should be marked full when new R&amp;R for Injury packets and information is completed.</p>	Partial	<p><u>Accident records</u> are maintained as to whether they are preventable or non preventable by the Chair of the Accident review Board.</p> <p><u>Injury/Illness</u> records are maintained by Risk Management and the Chair of the Injury review Board maintains a record as to whether they are preventable or nonpreventable.</p> <p><u>Communicable disease</u> records are maintained by the Infection Control Officer.</p> <p>No departmental rules /OPM's list who or how all of these records shall be kept. records.</p>
4.6.2		The data collection system shall also maintain individual records of any occupational exposure to known or suspected toxic products or infectious or communicable diseases	Complete	OPM-4 Infection Control, sections V.G and V.H.
4.6.3		The fire department shall assure that a confidential health record for each member and a health data base is maintained as specified in Chapter 8 of this standard.	None	
4.6.4		The fire department shall maintain training records for each member indicating dates, subjects covered, satisfactory completion, and, if any, certifications achieved.	Complete	The Training Division maintains these records. A report can be generated for each individual. However, this is not in writing.

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4.6.5		The fire department shall assure that inspection, maintenance, repair and service records are maintained for all vehicles and equipment used for emergency operations and training.	Partial	Fire Department Rules & Regulations: Admin/retention of records; FD R&R's Operations Support/vehicle and equipment maintenance procedures. **Maintenance Division: records of all ladder/pump testing. **County Shop: records of all repairs, safety inspections, and preventive maintenance for life of vehicle plus 10 years. ** = current practices within the department; however, they do not appear in writing anywhere.
4.7 4.7.1	Health and Safety Officer	The fire chief shall appoint a designated fire department health and safety officer.	Complete	OPM-4: Operational Safety, Health and Safety Division section IV, declares /appoints the Division Chief of the Health and Safety Division as the Department's Health and Safety Officer. OPM-4: Intro/Message from Chief of the Department/paragraph 2.
4.7.1.1		This position shall comply with the requirements of NFPA 1021, Standard for Fire Department Safety Officer	Complete	Fire Dept R&R's/Admin/position spec/ Div Chief.
4.7.2		The health and safety officer shall be involved in the development, implementation, and management of the written risk management plan.	Complete	OPM-4 Health and Safety Division, section V.B OPM-4 Health and safety Workgroup, section V.B Fire Dept R&R's/Admin/position spec/ Div Chief.

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4.7.3		The health and safety officer shall communicate the health and safety aspects of the risk management plan to all members through training and education.	Complete	Fire Dept R&R's/Admin/position spec/ Div Chief. OPM-4: Health and Safety Division/Section V.
4.7.4		The health and safety officer shall make available the written risk management plan to all fire department members.	Complete	OPM-4: Health and Safety Division/Section V. Risk Management Plan under development.
4.7.5		The health and safety officer shall monitor the effectiveness of the risk management plan and shall ensure the risk management plan is revised annually as it relates to fire fighter health and safety.	Complete	OPM-4 Health and Safety Division, section V.B OPM-4 Health and safety Workgroup, section V.B
4.7.6		The health and safety officer shall develop an incident risk management plan that is implemented into the fire department's incident management system for incident scene operations as required in Section 8.2 of this standard.	Complete	OPM-2: Incident Management System, General Guidelines, section V and Size up, section IV.
4.8 4.8.1	Laws, Codes and Standards	The health and safety officer shall develop, review and revise rules, regulations, and standard operating procedures pertaining to the fire department occupational safety and health program.	Complete	OPM-4 Health and Safety Division, section V.C Fire Dept R&R's/Admin/position spec/ Div Chief.
4.8.1.1		Based upon the directives and requirements of applicable laws, codes and standards, the health and safety officer shall develop procedures that ensure compliance with these laws, codes, and standards.	Complete	OPM-4 Health and Safety Division, section V.C Fire Dept R&R's/Admin/position spec/ Div Chief.

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4.8.1.2		These recommended or revised rules, regulations, or standard operating procedures shall be submitted to the fire chief or the fire chief's designated representative by the health and safety officer.	Complete	OPM-4: Introduction / Health and Safety Division OPM-4: Introduction/ Health and Safety Workgroup Fire Department Rules and Regulations Introduction/# 2: Any suggested changes to the Rules and Regulations may be brought to the attention of the proper authority by forwarding the change on a "Special Report" through the Chain-of-Command. All suggested changes must be typewritten and bear the signature and rank of the person submitting said change.
4.8.2		The health and safety officer shall periodically report to the fire chief or the fire chief's designated representative on the adequacy of, effectiveness of, and compliance with rules, regulations, and standard operating procedures specified in 4.8.1 and 4.8.1.1	Complete	OPM-4: Intro/Health and Safety Division OPM-4: Intro/Health and Safety Workgroup
4.8.3		The fire chief shall define the role of the health and safety officer in the enforcement of the rules, regulations, and standard operating procedures.	Partial	OPM-2: Safety Officer/Functional Responsibilities
4.9 4.9.1	Training and Education	The health and safety officer shall ensure that training in safety procedures relating to all fire department operations and functions is provided to fire department members.	None	Training Mission Statement ?
4.9.2		Training shall address recommendations arising from the investigation of accidents, injuries, occupational deaths, illnesses, and exposures and the observation of incident scene activities.	None	Training Mission Statement ?

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4.9.3		The health and safety officer shall cause safety supervision to be provided for training activities, including all live burn exercises.	Partial	Training and Research Division Structural Burn Book does specify a Safety Officer for all live structural burns; however, there is no policy that requires a safety officer for other training activities except for the Fall Protection OPM. OPM-4 Fall Protection: requires a safety officer/monitor while working at a raised level (roofs, structures, etc.) Training Mission Statement / Division Policies&Procedures ?????
4.9.4		All structural live burn exercises shall be conducted in accordance with NFPA 1403, Standard on Live Fire Training Evolutions.	Complete	Training and Research Division Structural Burn Book was developed in accordance with NFPA 1403.
4.9.5		The health and safety officer or qualified designee shall be personally involved in pre-burn inspections of any acquired structures to be utilized for live fire training.	Complete	Training and Research Division Structural Burn Book was developed in accordance with NFPA 1403.
4.9.6		The health and safety officer shall develop and distribute safety and health information for the education of fire department members.	Complete	Fire Department Safety Bulletin Board Program, Safety Bulletins, Departmental Orders, and NIOSH Reports.
4.10 4.10.1	Accident Prevention	The health and safety officer shall manage an accident prevention program that addresses items in Section 4.10	Partial	Listed in Health and Safety Division OPM; however, there is no such program
4.10.2		The health and safety officer shall be permitted to delegate the development, direct participation, review, or supervision of this program.	None	

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4.10.3		The accident prevention program shall provide instruction for all fire department members in safe work practices for emergency and non-emergency operations.	Partial	Listed in Health and Safety Division OPM; however, there is no such program
4.10.4		The accident prevention program shall address the training and testing of all fire department drivers, including all fire apparatus driver/operators.	Partial	Listed in Health and Safety Division OPM; however, there is no such program OPM-4: Apparatus Safety OPM-4: Health/Safety Division Section V
4.10.5		The health and safety officer shall periodically survey operations, procedures, equipment, and fire department facilities with regard to maintaining safe working practices and procedures.	Complete	OPM-4: Health/Safety Division Section V
4.10.6		The health and safety officer shall report any recommendations to the fire chief or the fire chief's designated representative.	Partial	Line of Duty Injury/Death Analysis Reports (needs to be cited/referenced in R&R's) OPM-4: Health/Safety Division Section V
4.11 4.11.1	Accident Investigation, Procedures, and Review	The health and safety officer shall develop and implement procedures to ensure that a member(s) suffering a life-threatening occupational injury or illness is provided immediate emergency medical care and transportation to medical facilities.	Complete	Fire Department Rules and Regulations/Administration/LOD injury/illnesses; and OPM-4 Infectious Exposure Procedures LODD OPM under development OPM-4 Health and Safety Division
4.11.1.1		These procedures shall also ensure that all occupational injuries and illnesses are treated at the most appropriate health care facilities.	Complete	Fire Department Rules and Regulations/Administration/LOD Injury/illnesses; and OPM-4 Infectious Exposure Procedures
4.11.2		The health and safety officer shall investigate, or cause to be investigated, all occupational injuries, illnesses, exposures, and fatalities, or other potentially hazardous conditions involving fire department members and all accidents involving fire department vehicles, fire apparatus, equipment, or fire department facilities.	Partial	LODD/Injury OPM (under development) OPM-4 Health and Safety Division OPM-2: IMS/Functional Duties/Safety Officer

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4.11.3		The health and safety officer shall develop corrective recommendations that result from accident investigations.	Partial	LODD/Injury/Exposure analysis reporting (under development) Accident and Injury Review Board OPM's LODD/Injury/Exposure analysis reporting (under development)
4.11.4		The health and safety officer shall submit such corrective recommendations to the fire chief or the fire chief's designated representative.	Partial	LODD/Injury/Exposure analysis reporting (under development) Accident and Injury Review Board OPM's
4.11.5		The health and safety officer shall develop accident and injury reporting and investigation procedures and shall periodically review these procedures for revision.	Partial	The Department's LODD/Injury OPM will cover the investigation procedures for such an incident; however, it does not include a timetable for periodical review.
4.11.5.1		These accident and injury reporting procedures shall comply with all local, state, and federal requirements.	Partial	R&R's, Rehab OPM, Infectious Exposure Procedures; MD State Health and Safety Consensus Standard.
4.11.6		The health and safety officer shall review the procedures employed during any usually hazardous operation. Wherever it is determined that incorrect or questionable procedures were employed, the health and safety officer shall submit corrective recommendations to the fire chief or the fire chief's designated representative.	Complete	Safety Officer Reporting System LODD/Injury Analysis (under development).
4.12 4.12.1	Records Management and Data Analysis	The fire department shall maintain records of all accidents, occupational deaths, injuries, illnesses, and exposures.	Complete	OPM-4 Infection Control Lists Risk Management and the Department's Infection Control Officer as the keeper of Employee Records for the Fire Department.
4.12.2		The health and safety officer shall manage the collection and analysis of this information.	Partial	LODD/Injury/Exposure analysis reporting (under development) OPM-4: Health and Safety Division

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4.12.3		The health and safety officer shall identify and analyze safety and health hazards and shall develop corrective actions to deal with these hazards.	Complete	OPM-4: Health and Safety Division section V OPM-4: Intro/Reporting Safety Concerns Fire Dept Rules & Regs/admin/position specs/division chief
4.12.4		The health and safety officer shall ensure that records on the following are maintained as specified in Section 4.6: (1) Fire department safety and health standard operating procedures (2) Periodic inspection and service of apparatus and equipment (3) Periodic inspection and service testing of personal safety equipment (4) Periodic inspection of fire department facilities.	Partial	Currently the Following departmental Documents address these issues: 1- OPM-4-Operational Safety 2- FD R&R's/Fire/Rescue ops/ Inspection schedule; and Health and Safety Audits 3-OPM-5 Scam Document 4-Fire Rescue bureau/ Ops division manual/facility &equipment inspections. **Maintenance needs to develop list of Apparatus , ladders, pumps, ropes, etc.
4.12.5		The health and safety officer shall maintain records of all recommendations made and actions taken to implement or correct safety and health hazards or unsafe practices.	Complete	Fire Department Rules & Regulations/Fire Rescue Operations/Inspection Schedules; and Health and Safety Audits
4.12.6		The health and safety officer shall maintain records of all measures taken to implement safety and health procedures and accident prevention methods.	Complete	Fire department R&R's/ Admin/position spec/Div Chief
4.12.7		The health and safety officer shall issue a report to the fire chief, at least annually, on fire department accidents, occupational injuries, illnesses, deaths, and exposures.	Complete	Fire department R&R's/ Admin/position spec/Div Chief
4.13 4.13.1	Apparatus and Equipment	The health and safety officer shall review specifications for new apparatus, equipment, protective clothing, and protective equipment for compliance with the applicable safety standards, including the provisions of Chapters 6 and 7.	Partial	The Safety Division currently reviews safety and PPE equipment in conjunction with the Department's Uniform committee. Maintenance needs to list plans review for apparatus and facilities

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4.13.2		The health and safety officer shall assist and make recommendations regarding the evaluation of new equipment and its acceptance or approval by the fire department in accordance with the applicable provisions of Chapter 6.	Complete	Fire Dept Rules & Regs/Admin/position Spec/Div Chief OPM-4: Health/Safety Division/ Section V This does occur with PPE Items only via the Department's uniform committee. OPM-4: Infection Control/ Infection Control Workgroup. No known review for Equipment
4.13.3		The health and safety officer shall assist and make recommendations regarding the service testing of equipment to determine its suitability for continued service and in accordance with Chapter 6.	Partial	This is only completed for PPE items through the development of OPM-5 SCAM. OPM-4: Health and Safety Division/Section V Fire Dept Rules and Regs/admin/position Specs/Division Chief
4.13.4		The health and safety officer shall develop, implement and maintain a protective clothing and protective equipment program that will meet the requirements of Chapter 7, and provide for the periodic inspection and evaluation fo all protective clothing and equipment to determine its suitability for continued service.	Complete	OPM-5 Selection, Care, and Maintenance of PPE
4.14 4.14.1	Facility Inspection	The health and safety officer shall ensure all fire department facilities are inspected in accordance with Chapter 9.	Complete	Fire Department Rules & Regulations/Fire Rescue Operations/Inspection Schedules
4.14.2		The health and safety officer shall ensure that any safety or health hazard or code violations are corrected.	Partial	The current process is to have the Station Commanders rectify these situations via their chain of command after 30 days with a Safety Concern. OPM-4: Health and Safety Division Fire Department Rules and Regs/admin/position specs/Division Chief

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4.15 4.15.1	Health Maintenance	The health and safety officer shall ensure that the fire department complies with the requirements of Chapter 10.	Further Study Needed	see Chapter 10
4.15.2		The health and safety officer shall incorporate medical surveillance, wellness programs, physical fitness, nutrition, and injury and illness rehabilitation into the health maintenance program.	Partial	OPM-4 Wellness/Fitness includes most of these programs; however nutrition and injury rehab, and medical surveillance are not formal programs
4.16 4.16.1	Liaison	The health and safety officer shall be a member of the fire department occupational safety and health committee.	Complete	OPM-4 Occupational Safety and Health Workgroup.
4.16.2		The health and safety officer shall report the recommendations of the fire department occupational safety and health committee to the fire chief or the fire chief's designated representative.	Complete	OPM-4: Health and Safety Division/Section V Fire Dept Rules and Regs/admin/position Specs/Division Chief
4.16.3		The health and safety officer shall submit recommendations on occupational safety and health to the fire chief or the fire chief's designated representative.	Complete	OPM-4: Health and Safety Division/Section V Fire Dept Rules and Regs/admin/position Specs/Division Chief
4.16.4		The health and safety officer shall provide information and assistance to officers and fire fighters for surveying their districts, so they will be able to identify and report safety and health hazards that could have adverse effects on fire department operations.	Complete	AAFDSafety Officer Reporting System OPM-4: Safety Bulletin Board Program AAFD Fire hazard Survey Program OPM-4: Health and Safety Division/Section V Fire Dept Rules and Regs/admin/position Specs/Division Chief
4.16.5		The health and safety officer shall maintain a liaison with staff officers regarding recommended changes in equipment, procedures, and recommended methods to eliminate unsafe practices and reduce existing hazardous conditions.	Complete	Fire Dept R&R's/admin/position specs/Division Chief

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4.16.6		The health and safety officer shall maintain a liaison with equipment manufacturers, standards-making organizations, regulatory agencies, and safety specialists outside the fire department regarding changes to equipment and procedures and methods to eliminate unsafe practices and reduce existing hazardous conditions.	Complete	Fire Dept R&R's/admin/position specs/Division Chief
4.16.7		The health and safety officer shall maintain a liaison with the fire department physician to ensure that needed medical advise and treatment are available to the members of the fire department.	Complete	Fire Dept R&R's/position specs/Captain
4.17	Occupational Safety and Health Committee	The health and safety officer shall ensure that an occupational safety and health committee is established, in conjunction with the fire chief, for the department.	Complete	OPM-4 Occupational Safety and Health Workgroup.
4.18 4.18.1	Infection Control	The health and safety officer shall ensure that the fire department's infection control program meets the requirements of 29 CFR 1910.1030, "Occupational Exposure to Bloodborne Pathogens," and NFPA 1581, Standard on Fire Department Infection Control Program.	Complete	OPM-4 Infection Control
4.18.2.		The health and safety officer shall maintain a liaison with the person or persons designated as infection control officer to assist in achieving the objectives of the infection control program as specified in NFPA 1581, Standard on Fire Department Infection Control Program.	Complete	Department's Infection Control Officer Directly Reports to the Department's Health and Safety Officer.
4.18.3		The health and safety officer shall function as the fire department infection control officer if an infection control officer position does not exist in the fire department.	Complete	The Department's Health and Safety Officer does function in this capacity in the absence of the Infection Control Officer.
4.19 4.19.1	Critical Incident Stress Management	The health and safety officer shall ensure that the fire department establishes a critical incident stress management (CISM) program.	Complete	OPM-4 CISM, section VI.G

\* Compliance: Complete, Partial, None, Further Study Needed

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 CHAPTER 4 - FIRE DEPARTMENT ADMINISTRATION (Chief Williams/Captain Cox)

Section	Chapter/Section Title	Description	Compliance *	Specific Documents which meet standard OR list of action items.
4.19.2		The health and safety officer shall ensure that the critical incident stress management program is incorporated into the fire department's member assistance program.	Complete	OPM-4 Member assistance Program, section VI.D
4.20 4.20.1	Post Incident Analysis	The health and safety officer shall develop procedures to ensure that safety and health issues are addressed during post-incident analysis.	Complete	OPM-4: PIA
4.20.2		The health and safety officer shall provide a written report that includes pertinent information about the incident relating to safety and health issues.	Complete	Safety Officer Reporting System OPM-2: IMS/Functional Duties/Safety Officer.
4.20.3		The health and safety officer shall include information based upon input from the incident safety officer.	Complete	Safety Officer Reporting System
4.20.3.1		The information shall include the incident a action plan and the incident safety officer's incident safety plan.	Complete	Safety Officer Reporting System
4.20.4		The health and safety officer shall include information about issues relating to the use of protective clothing and equipment, personnel accountability system, rehabilitation operations, and other issues affecting the safety and welfare of personnel at the incident scene.	Complete	Safety Officer Reporting System
4.20.5		The fire chief shall assign or make available in accordance with NFPA 1561, Standard on Emergency Services Incident Management System, such additional assistant safety officers and resources as required to fulfill the requirements of the occupational safety and health program.	Complete	The department currently employs multiple ISO to assist when additional resources are required.

\* Compliance: Complete, Partial, None, Further Study Needed

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Summary	#	%
Compliant	72	65%
Partial Compliance	24	22%
Not Compliant	14	13%
Further Study Required	1	1%
Total	111	100%

\* Compliance: Complete, Partial, None, Further Study Needed