

SOUTH PORTLAND FIRE DEPARTMENT

STANDARD OPERATING GUIDELINES

| | | | |
|------------------|---------------------------------|------------------------|-----------|
| SOG #: | 6.111 | Effective Date: | 12/2/2015 |
| Title: | Protective Clothing & Equipment | # of pages: | 4 |
| Category: | General Operations | Classification: | Red |

1. **PURPOSE:** It is the policy of the South Portland Fire Department to provide its members with protective clothing and equipment to safeguard them from injury when involved in fire department activity. The protective clothing and equipment shall be appropriate for the various activities and services the fire department members may provide.
2. **PROCEDURES:** The South Portland Fire Department provides all emergency responders with the approved personal protective equipment (PPE) to effectively perform their jobs.

PPE is property of the City of South Portland and must be surrendered to the Fire Department immediately upon separation of service (unless specifically addressed in another document, i.e. bargaining agreement)

Personnel are required to maintain their PPE and report the loss, theft, damage or failure of their equipment immediately upon discovery of said issue.

All Fire Department members shall respond and operate at emergency scenes in the appropriate level of protective equipment. Depending on the hazard faced the commander may alter the equipment worn. The minimum requirement for all box assignments is full turnout gear to include Helmet, Bunker Coat, and Bunker Pants, approved boots, gloves and SCBA.

Personnel will normally don PPE prior to responding to an emergency call. Donning equipment enroute will not be allowed as it will require the violation of the seat belt law. Personnel will have to either stop where they are (**Preferred**) or wait until arriving on scene.

Apparatus operators will be allowed to wait until arriving on scene before donning their PPE. Upon arrival at the emergency scene, the driver shall immediately don full PPE. There shall be absolutely not exception to this rule.

For EMS calls protective clothing and equipment shall be worn as defined in SOG SPFD Infection Exposure Control Plan. Universal Precautions shall always be followed. Firefighting PPE should not be worn on standard EMS calls as it is difficult to decon (i.e. bedbugs).

Haz Mat response equipment shall also be worn as directed by the on scene commander to level determined to be appropriate based on a Risk Assessment conducted based on Hazmat SOGs. Proper Decon activities shall also be established to ensure employee safety based also on the Risk Assessment.

When operating at a scene involving a street or highway day or night, approved reflective equipment shall always be worn. Approved equipment includes turnout gear, Spiewak high visibility jacket (lime green) or the department purchased Class II safety vest. The commander may request you wear the safety vest over other equipment to increase visibility based on the conditions present on scene such as traffic, weather and time of day.

Inspections

All PPE will be inspected and maintained per manufactures recommendations.

Helmets

Helmets shall be maintained reasonably clean with proper company numbers in place. Faceshield, chin strap, ear flaps and suspension shall be in good condition.

Cleaning:

1. Helmets should be cleaned with hot tap water and mild (household) detergent.
2. The following is a list of additional cleaning materials which can be used to remove stubborn dirt and smoke stains:
 - A. Isopropyl alcohol (rubbing alcohol)
 - B. Windex (regular, not ammoniated)
 - C. Dishwashing detergent
 - D. DuPont Wash-wax
 - E. Jeweler's polish for faceshield scratches
3. Do not use other materials such as strong (industrial strength) detergents, solvents, petroleum products, etc. These will damage the shell and faceshield, and reduce the protective capability of the helmet.

Repair:

1. Missing nuts faceshield adapters.
2. Faceshield excessively scratched.
3. Chin strap and assembly broken or torn.
4. Helmet liner worn, shredded, split, cracked or blistered.
5. Webbed suspensions broken.
6. Company numbers missing or wrong.

Replace:

1. Severely stained or split facepiece.
2. Helmet with visible cracks.
3. Helmet which is warped or bubbled from exposure to heat.
4. Helmet which has been exposed to mist or fumes which are known to weaken polycarbons.

NOTE: All items constructed from thermoplastics are susceptible to ultraviolet and chemical degradation. When the helmet loses its surface gloss and the surface begins to flake away, this chemical degradation has occurred. During inspections, helmets will be checked for these conditions and the shell will be replaced immediately if they are evident.

Protective Hood

Cleaning--use warm water and any mild detergent.

Replace:

1. Hoods that have holes or tears in them.
2. Hoods which are not Fire Department approved.
3. Hoods stretched out of shape and/or do not provide coverage of all face or neck skin surfaces.
4. Hoods that have burn discoloration.

Personal Identification Tags

The personal identification name tags will be checked. FT employees will maintain one tag on each apparatus clipboard. CC employees will maintain one tag on their apparatus(s) and one on their helmet. If needed replace missing or damaged name tags.

Gloves

Cleaning--use warm water and mild detergent.

Replace:

1. Stiff or rigid gloves.
2. Stitching worn or rotten.
3. Glove insulation is worn through.
4. Leather split.
5. Gloves with holes or tears in them.
6. Gloves that do not fit properly.
7. Gloves which are not Fire Department approved.

Turnout Coats & Pants

Cleaning:

1. Liners and shell can be washed with mild detergent.
2. Heavily soiled spots can be removed with general spot cleaners.

Repairs:

1. All repairs requiring stitching must be made with Nomex thread.
2. Broken snaps.
3. Rivets pulled loose from fabric and from the objects they secure.
4. Suspenders, snaps, and leather eyes which are broken or elongated.
5. Stitching missing.
6. Holes or rips in shell of garment.
7. Frayed or worn collars.
8. Ripped liners.
9. Reflective stripes which are burned, cracked, melted or torn.
10. Wristlets that are torn or stretched.

Replace:

1. Coats and pants on which the stitching is damaged beyond repair.
2. Coats and pants on which the fabric is worn through.
3. Coats and pants soiled to the point they cannot be cleaned, or saturated with oil, tar, etc.
4. Coats with charring or evidence of other fire damage.
5. Improper fitting coats - i.e. sleeves too short.

Boots

Inspect the rubber boots that are part of the turnout pants.

Replace:

1. Boots that are severely cracked.
2. Boots with any holes in them.
3. Improper fitting boots.
4. Obvious excessive tread wear.

3. REFERENCES:

- SPFD Notice 98-04
- CEFD SOG 7.110

By Order Of:

Kevin W Guimond

Kevin W. Guimond
Fire Chief

Appendix A: Personal Protective Equipment Written Program

The personal protective equipment program at the City of South Portland details the requirements for the administration of an effective and comprehensive plan to recognize, evaluate and control worker exposure to hazards of the eyes, face, head, and extremities. All required personal protective equipment shall be provided, maintained and used whenever the hazards of the task or environment are capable of causing injury or impairment in the function of any part of the body through absorption, or physical contact. All inhalation hazards will be addressed in our written Respiratory Protection Program.

Program Administration

The Training Officer has the responsibility and authority for the personal protective equipment (PPE) program. The responsibilities include the recognition of all tasks and environments where hazards are present or are likely to be present; identification of the specific types of PPE to be used; maintenance and replacement of defective or damaged equipment; training in the use, limitations, maintenance and care of PPE; and evaluation and review of the program effectiveness.

Hazard Assessment and Equipment Selection

The City of South Portland's goal is to minimize the hazards of tasks and work environments through engineering controls or work practices whenever feasible. When these controls are not feasible, personal protective equipment will be chosen that will provide employees protection against the hazards. The Training Officer will be responsible for the hazard assessment, and the selection of appropriate PPE. They will reevaluate the requirements for existing tasks or environments, identify new hazards whenever any new projects are undertaken, where environmental conditions can be expected to change (new processes, products, equipment, tasks, etc.), or when complaints are received. The use of these required personal protective devices will be enforced for the listed hazardous tasks and environments.

The criteria used for the hazard assessment and determination of required PPE will be as follows:

- Eye or face protection shall be used when there is a hazard of flying particles, molten metal, liquid chemicals, acids or caustic liquids, harmful or irritating gases or vapors, or potentially injurious light radiation.
- Head protection shall be used when working in areas where there is a potential for injury to the head from falling objects; helmets designed to reduce electrical shock hazard shall be used when there is a potential for contact of electrical conductors with the head.
- Protective footwear shall be used when working in areas where there is a danger of foot injury due to falling or rolling objects, or objects piercing the sole, and where there is foot exposure to electrical hazards.

- Hand protection shall be used when there is a hazard of skin absorption of chemicals, dermatitis, chemical burns, punctures, abrasions, thermal burns, or harmful temperature extremes.

The criteria used for the selection of PPE will be as follows:

- All new eye and face protection selected and purchased will comply with ANSI Z87.1-1989, and all existing eye and face protection will comply with ANSI Z87.1-1968.
- All new head protection selected and purchased will comply with ANSI Z89.1-1986, and all existing head protection will comply with ANSI Z89.1-1969.
- All new foot protection selected and purchased will comply with ANSI Z41-1991, and all existing foot protection will comply with ANSI Z41-1967.

All hand protection will be selected based on the performance of the hand protection with respect to the hazard identified. Other considerations include the tasks to be performed, conditions present, and duration of use.

Training

All employees required to wear PPE will be trained. Training will be job/task specific and will include when and what PPE is necessary for the job or environment; how to don, doff, adjust and wear PPE; the limitations, care, maintenance, useful life and disposal of the PPE. All training will be documented. Employees will demonstrate an understanding of the training, and the ability to use PPE properly during the training.

The PPE program will be monitored on a regular basis, and any time there is a change in the workplace or job activities, changes in the type of PPE required, or a reason to believe that any employee does not have the skill or understanding to effectively use the required PPE, affected employees will be retrained and documented.

Program Review

A review of the PPE program will be conducted periodically, and any changes or additions in the PPE program or hazard assessment will be documented. This review will be conducted by the Training Officer and appropriate action will be taken when warranted.