

Commissioner's Orders



22 April 2015

2015/08

CURRENT NATIONAL SECURITY ALERT LEVEL: HIGH

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POLICIES

Rank structure

A revised policy on [Rank structure](#) has been published on the Intranet. The policy has been revised to include the rank of Leading Station Officer.

This policy rescinds In Orders 2007/4, *Rank structure*.

Contact Officer: Chief Superintendent Mal Connellan, Commissioner's Chief of Staff,
(02) 9265 2678

File Reference: FRN15/252

Incident management

The [Incident Management policy](#) (Version 01) has been published on the Intranet.

Key points

- The policy describes the legal framework and principles under which FRNSW operates when managing an incident. This includes a definition of the officer-in-charge.
- The policy lists the training available for staff in incident management.
- The policy supports the new incident management Standard Operational Guidelines that were published in March 2015.

Rescindments

Publication of this policy rescinds the following:

- In Orders 2001/25, *Command structure at incidents*.
- In orders 2002/26, *Incident Management Team positions*.

Who needs to read these documents?

All officers and firefighters must read this policy. All other staff should be familiar with the policy.

Contact Officer: Superintendent Greg Rankin, Capability Manager Incident Management, (02) 9318-4422

File Reference: FRN13/5965

Confined space operations

The following documents have been published on the Intranet:

- [Confined space](#) policy (Version 01)
- SOG 11.3, [Confined space operations](#) (Version 02)
- SOG 11.3, [Confined space operations](#) check sheet (Version 02)
- [Confined space – Risk assessment and entry permit](#) form (Version 02)

Publication of these documents rescinds the following:

- SOG 11.3, *Confined space operations* (Version 01)
- SOG 11.3, *Confined space operations* check sheet (Version 01)
- *Confined space written authority/risk assessment* form (Version A)
- Safety Bulletin 2001-04, *Petrol driven equipment and confined spaces*
- Operations Bulletin 2005-07, *Entry to trenches and other earthen complexes*

Key points

- FRNSW firefighters are regularly required to enter confined spaces as part of drills, exercises, pre-incident planning, and firefighting and rescue operations. The new SOG and Risk assessment and entry permit form comply with changes in the *Work Health and Safety Act* (2011).
- A policy has been developed which outlines entry and training requirements.
- A [toolkit](#) is available on the intranet.

Who needs to read these documents?

All Commanders must ensure that all crews are aware of the contents of these documents and incorporate them in station training.

Updating folders

If your station maintains an A4 SOG folder, print out the SOG and file it in the folder. Make an entry in the Occurrence Book.

The check sheets will be printed and distributed in hard copy in due course, for filing in the A5 SOG check sheet folder carried on appliances. In the meantime, you can print out temporary A5 check sheets and file them in the A5 folder. There are instructions on [printing temporary SOG check sheets](#) on the intranet. You can also print and file the updated [check sheet folder contents](#).

Contact Officer: Superintendent Gary McKinnon, Capability Manager Rescue,
(02) 9318 4420

File Reference: FRN14/1552

Reptile retrieval

The following documents have been published on the Intranet:

- [Reptile retrieval](#) policy (Version 01)
- SOG 11.7, [Reptile retrieval](#) (Version 01)
- SOG 11.7, [Reptile retrieval](#) check sheet (Version 01)

Publication of these documents rescinds the following:

- In Order 2004/22 Reptile handling and awareness

Key points

- FRNSW provide retrieval of reptiles from premises where people are required to be protected from injury or death. This is a community service provided to the public by selected fire crews.
- FRNSW undertakes reptile retrieval in areas within FRNSW Fire Districts that have been identified in consultation with WIRES as high risk, where the assistance of FRNSW is likely to be requested. FRNSW will only provide this service when WIRES (or another similar provider) is not available at the time, and where FRNSW time and resources permit the retrieval to take place.
- The policy describes FRNSW policy on reptile retrieval, including roles and responsibilities, and training. The SOG provides information on attendance, capture, transport and release.
- A [reptile retrieval toolkit](#) is available on the intranet.

Who needs to read these documents?

All Commanders must ensure that all crews involved in reptile retrieval are aware of the contents of these documents and incorporate them in station training.

Updating folders

If your station maintains an A4 SOG folder, print out the SOG and file it in the folder. Make an entry in the Occurrence Book.

The check sheets will be printed and distributed in hard copy in due course, for filing in the A5 SOG check sheet folder carried on appliances. In the meantime, you can print out temporary A5 check sheets and file them in the A5 folder. There are instructions on [printing temporary SOG check sheets](#) on the intranet. You can also print and file the updated [check sheet folder contents](#).

*Contact Officer: Superintendent Gary McKinnon, Capability Manager Rescue,
(02) 9318 4420*

File Reference: FRN14/3686

PROCEDURE

Electrical Hazard Safety at Structure Fires

Background

Firefighters continue to suffer electric shocks at incidents. These electric shocks generally occur during salvage and overhaul operations, which is in the *Contained* phase of the incident, suggesting a level of possible complacency.

Isolating power at incidents

Electrical hazards are present at most incidents FRNSW attends. SOG 14.2, [Isolating Power at Incidents](#), outlines guidelines for *turning off* power within a structure and *isolating power* to a site. These guidelines must be followed at any incident where electricity may be a hazard.

Until the Incident Commander has confirmed that electricity to the hot zone of an incident has been isolated by the energy provider for the area and advised all personnel and FireCOM, work must be restricted as far as reasonably practicable to protect life or prevent an expansion of the incident. In many cases, such as residential structure fires, this will necessitate a defensive strategy even where power has been *turned off* at the switchboard.

More information is available about Electrical safety under the Firefighting Toolkit <http://intranet/toolkit/operational/firefighting/electrical-safety> and also risk management and phases of the incident under the Incident Management toolkit <http://intranet/toolkit/operational/incident-management/incident-management-system>.

Instruction

All staff must maintain or establish a defensive firefighting strategy which includes an electrical exclusion zone, unless the incident is in the *Life at risk* or *Expanding* phases. This should remain in place until the Incident Commander has confirmation that the electricity in the designated hot zone of the incident has been turned off or isolated by the energy provider for the area.

Contact Officer: Superintendent Wayne Phillips, Manager Safety (02)9265 2829

File Reference: FRN14/656-001

PERMANENT FIREFIGHTERS NOTICES

Appointments

Position & Level	No.	Name	Start Date
Fire Safety Officer OS2	7584	J Bolwell	13.05.2015
Training Officer Fire fighting Operations Training, OS2	8707	T Ryan	09.04.2015
Training Officer Fire fighting Operations Training, OS2	8940	S Bayliss	09.04.2015

Promotions

Qualified Firefighter to Senior Firefighter

Correction

The notice relating to 9044 J Ward in Commissioner's Orders 2015/07 should have read:

9044 J Ward 17 April 2014

Firefighter to Qualified Firefighter

901961 M McFarlane 4 March 2015

Recruit Firefighter to Firefighter

17 April 2015

Class 1/2015

903794 J Boulden	903808 G Lloyd
903795 S Bromley	903809 D Lowe
903797 P Dunne	903810 N Smith
903799 T Freeman	903811 R Stirton
903801 H Gavin	903812 C Tapp
903803 L Holliday	903813 S Tawhai
903804 B Hooper	903814 D Wheeler
903805 J Kendrick	903817 T Rowbotham
903806 E Killen	903845 B Ryan
903807 T Lancaster	

Class 3/2015

254067 M Cronin	900668 M Millar
346027 L Allen	900684 P Moore
520857 T Smith	901496 K Duncan
521364 T Burton	902287 M Tuart
521438 M Tener	902361 B Wilkinson
522156 D Carroll	902368 J Della
522296 B Gallard	902371 B Binks
900229 G Smith	902712 B Douglas
900259 C Green	902940 M Handel
900642 M Smith	903459 A Harris

Separations

Retirement

8326 D Russell 10 April 2015

RETAINED FIREFIGHTERS NOTICES

New members appointed to Brigades

904067	J Dawe	Young	2 April 2015
904050	A McKenna	Bellingen	7 April 2015
904087	K Baron	Tocumwal	7 April 2015
904069	C Stewart	Ingleburn	8 April 2015
904072	N Jennings	Bathurst	8 April 2015
904074	S Pateman	Yass	9 April 2015
904078	D Inskip	Bundeena	13 April 2015
904070	S Pietsch	Tea Gardens	15 April 2015
904071	P Wright	Tocumwal	15 April 2015
904080	L Monacelli	Brunswick Heads	15 April 2015

Appointed to Ranks

522244	RetF M Doolan	Leura	Deputy Captain	23 March 2015
489019	DCapt M Mallitt	Glenbrook	Captain	27 March 2015
522095	RetF P Hyssett	Katoomba	Deputy Captain	7 April 2015
105013	RetF R Dresser	Kelso	Captain	9 April 2015
456046	RetF P Harper	Temora	Deputy Captain	10 April 2015

Appointed as Engine Keeper

902056	RetF S Crawford	Windsor	Engine Keeper	20 March 2015
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Transfers

900509	RetF M Mullington	Lightning Ridge to Dubbo	30 March 2015
902833	RetF P Patel	Walgett to Manilla	1 April 2015
521296	RetF B Swift	Merewether to Toronto	4 April 2015
522118	RetF G Sadler	Kelso to Bathurst	10 April 2015
903083	RetF M Walsh	Tamworth to Mudgee	10 April 2015

Separations

902275	RetF J Bladen	Lightning Ridge	18 February 2015
520206	DCapt J Daley	Urunga	6 March 2015
902011	RetF T Cairnduff	Mittagong	8 March 2015
902961	RetF A Lacey	Delroy	8 March 2015
903231	RetF T Cremer	Tenterfield	10 March 2015
395045	DCapt R Golik	Jindabyne	12 March 2015
520688	RetF G L'Estrange	West Tamworth	14 March 2015
901291	RetF A Clark	Port Macquarie	16 March 2015
206025	RetF M Coleman	Albury North	17 March 2015
214026	RetF M Sincock	Barham	19 March 2015
902075	RetF A Henshaw	Leura	31 March 2015
900424	RetF D Price	Jerilderie	7 April 2015
390035	RetF N Ireland	Telarah	8 April 2015

Retirement

243015	RetF D Elliott	Byron Bay	27 March 2015
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Honorary List

520206	DCapt J Daley	Urunga	7 March 2015
395045	DCapt R Golik	Jindabyne	13 March 2015
520688	RetF G L'Estrange	West Tamworth	15 March 2015
206025	RetF M Coleman	North Albury	18 March 2015
214026	DCapt M Sincok	Barham	20 March 2015
243015	RetF D Elliott	Byron Bay	28 March 2015


ADMINISTRATION & TRADES STAFF NOTICES**Appointments**

New staff appointed to Fire & Rescue NSW

Service No.	Name	Position	Start Date
904068	R Phillips	Area Administration Officer Region South 2, Goulburn	21.04.2015

Promotions

Service No.	Name	Position	Start Date
29464	M Swansborough	Senior Site Coordinator to Field Services Manager, IT Directorate	15.04.2015



Greg Mullins AFSM
Commissioner
22 April 2015