



Commissioner's Orders

2020/25

16 December 2020

CURRENT NATIONAL SECURITY ALERT LEVEL: PROBABLE

PROCEDURES	2
SIMS rollover for 2021	2
New SIMS worksheets.....	2
Procedure for SIMS worksheets	3
Rescinded doctrine	3
New equipment recommended practices.....	4
FIREFIGHTER NOTICES	5
Vacancies	5
Appointments.....	6
Promotions	6
New members appointed to Brigades.....	7
Appointment to Rank	7
Transfers	7
Separations	7
Retirements	8
Honorary List	8
ADMINISTRATION AND TRADE NOTICES	9
Appointments.....	9

PROCEDURES

SIMS rollover for 2021

SIMS calendars for 2021 have been developed and published to the [SIMS calendars](#) toolkit on the Intranet.

Who needs to read this instruction?

All firefighters and all Zone and Area Command staff.

Procedure for SIMS calendars

Hardcopies of SIMS calendars will be distributed to fire stations and to Zone offices for Duty Commanders. Alternatively, all SIMS calendars can be found on the [SIMS calendar](#) toolkit.

On 1st January 2021, SIMS calendars for 2020 should be removed from the SIMS board, or SIMS folder for those appliances that have one, and filed. SIMS calendars for 2021 should then be loaded into the SIMS board or folder.

Old SIMS calendars and other completed documents such as Defect Report sheets must be filed in the station for a period of seven years. Duty Commanders should file old SIMS calendars according to [Work instruction, SIMS for operational minor fleet](#). For more information, refer to the [Records Management Policy](#) and the procedures on the [Records management](#) toolkit.

New SIMS worksheets

SIMS worksheets for equipment have been revised both to help manage contamination in the workplace and as part of a general update of SIMS. These have been published on the [SIMS equipment worksheets](#) toolkit. Revised SIMS worksheets are:

- SIMS worksheet, [Cabin inventory check](#) (Version 07). Highlights:
 - [Confined space risk assessment and entry](#) form added to the inventory
 - Listing of the Air Traffic Safety Bureau's [Hazards at aviation accident sites](#) updated.
- SIMS worksheet, [Portable radios: Motorola APX 8000XE and APX 8000HXE](#) (Version 02). Highlights:
 - Deletion of mention of a non-incendive hazardous location certification of the 8000XE radio.
 - Requirement to dispose of damaged Li-ion batteries locally.
- SIMS worksheet, [Multi-head gas detector – Altair 5X family \(rechargeable\) with GX2](#) (Version 02). Highlights:
 - Addition of calibration gas listings on ESCAT.
 - Addition of [Australian Dangerous Goods Code](#) transport requirements for lithium-ion batteries.

Procedure for SIMS worksheets

Paper copies of all SIMS worksheets revised during the year are being distributed with SIMS calendars. As soon as you receive new SIMS worksheets relevant to your appliance:

- Remove the old worksheets from the station SIMS board or folder.
- Replace them with the new worksheets.
- Old SIMS worksheets should be disposed of.

If you are missing any of the required worksheets for your appliance, download them from the [SIMS equipment worksheets](#) toolkit, print them out, and post them on your SIMS board.

Rescinded doctrine

The following SIMS worksheets are rescinded as they have been updated:

- SIMS worksheet, *Cabin inventory check* (Version 06).
- SIMS worksheet, *Portable radios: Motorola APX 8000XE and APX 8000HXE* (Version 01).
- SIMS worksheet, *Multi-head gas detector – Altair 5X family (rechargeable) with GX2* (Version 01)

SIMS contact

If you have any queries about SIMS documentation for 2021, contact the Equipment Logistics on (02) 9742 7174, (Pabx) 7555, or email Equipment.Logistics@fire.nsw.gov.au

Contact Officer: Michael Harvey, Manager Equipment Logistics, (02) 9742 7174

File Reference: FRN13/2266 and FRN20/2445

New equipment recommended practices

A number of new recommended practices have been published on the Equipment recommended practices toolkit. The new recommended practices are:

Recommended practice, [Torch – Pelican 3415](#) (Version 01)

Recommended practice, [Eflare safety beacons](#) (Version 01)

Recommended practice, [Multi-head gas detector – Altair 5X, Altair 5x IR, Altair 5X PID – Rechargeable](#) (Version 02)

Who needs to read this instruction?

All firefighters and all Zone and Area Command staff.

Rescinded doctrine

The following documents are rescinded:

- SIMS worksheet, *Gas detector – Multi-head – Altair 5X with GX2 calibration station* (Version 02). This is the SIMS worksheet for the existing Altair, it is dated July 2016, and has the file number D15/55866 in the footer.
- Recommended practice, *Multi-head gas detector – Altair 5X* (version 01)

Contacts

Doctrine for the Altair multi-head gas detector: Manager Hazmat Logistics on (02) 9493 5863 or (Pabx) 7555 or 5863, or email HazmatLogistics@fire.nsw.gov.au.

Doctrine for torches or Eflares: Manager Equipment Logistics on (02) 9742 7174, (Pabx) 7555 or 7174, or email Equipment.Logistics@fire.nsw.gov.au

Contact Officer: Michael Harvey, Manager Equipment Logistics, (02) 9742 7174

File Reference: FRN13/2266 and FRN20/2445

FIREFIGHTER NOTICES

Vacancies

All current firefighter vacancies may be accessed via the [Internal Jobs Board](#) and applications must be completed online by following the links provided. For any technical assistance in submitting your application via I Work for NSW please contact I Work for NSW Support on 1800 562 679.

Online applications must include a resume and address the two targeted questions.

Community Safety Coordinator, Operational Support Inspector

Applications are invited from officers holding the rank of Inspector, Leading Station Officer and Station Officer with 24 months service at Station Officer rank for the role of Community Safety Coordinator. This is a re-advertised position.

Inquiries: Superintendent Michael Jay, Superintendent Community Engagement on 0403 004 402.

Closing date: 13 January 2021

Taleo reference: 00008271

Training Officer Basic Life Support, Operational Support Level 2

Applications are invited from firefighters with at least 48 months service from the date of commencement as a Recruit Firefighter for the role of Training Officer Basic Life Support, Education & Training.

Inquiries: Inspector Ross Genders, Team Leader BLS Training on 0427 489 646

Closing Date: 13 January 2021

Taleo Reference: 00008147

Training & Assessment Officer, Officer Development, Operational Support Level 2

Applications are invited from firefighters with at least 48 months service from the date of commencement as a Recruit Firefighter for the role of Training & Assessment Officer, Officer Development, Education & Training.

Inquiries: Superintendent Mark Reilly on 0427 284 365

Closing Date: 13 January 2021

Taleo Reference: 0000829G

Metropolitan and Regional Instructor, Operational Support Station Officer /Operational Support Level 2

Applications are invited from Officers and firefighters with at least 48 months service from the date of commencement as a Recruit Firefighter for the role of Metropolitan and Regional Instructor, *Education & Training*.

Inquiries: A/ Superintendent Initial Training Gregory Wright on 0418169629

Closing Date: 13 January 2021

Taleo Reference: 00008271

Firefighters (Transfer to Maitland Transfer Register Area)

Applications are invited from permanent firefighters holding the ranks Firefighter, Qualified Firefighter, Senior Firefighter or Leading Firefighter to transfer to the Maitland Transfer Register Area. The current vacancy is at 254 Cessnock Fire Station on the Special Roster.

Applications will be processed in accordance with clauses 28.3.4.3 and 28.3.1.1 of the Crown Employees (Fire and Rescue NSW Permanent Firefighting Staff) Award 2020.

Inquiries: Manager Operational Staffing on 02 9265 2919

Applications to: OperationalStaffing@fire.nsw.gov.au

Appointments

Service No.	Name	Position	Effective date
900620	B Edwards	Training Officer Regional, RN2	06 December 2020
7768	T Hickey	Natural Disaster & Humanitarian Team Member	04 December 2020
8353	H Langdon	Bushfire Officer	18 January 2021

Promotions

Firefighter to Qualified Firefighter

906065	S Robinson	28 August 2020
905360	D Walker	25 November 2020
906305	K Bendyke	07 January 2021
906307	B Carroll	07 January 2021
906312	K Grimes	07 January 2021
906314	B O'Donnell	07 January 2021
906315	A O'Toole	07 January 2021
906375	B McDougall	11 February 2021
906367	D Barnes	11 February 2021

New members appointed to Brigades

907597	P Floreani	Boggabri	11 November 2020
907643	B Hope	Ulladulla	23 November 2020
907640	B Norton	Toronto	26 November 2020
907642	N Rutherford	Lithgow	26 November 2020
901587	G Crabbe	Forster	30 November 2020
907646	E Trestrail	Albury Civic	01 December 2020
907648	V Colby	Tamworth	01 December 2020
907649	A Maliszewski	Wallsend	02 December 2020
907647	G Heathcote	Narooma	03 December 2020
907650	N Ostler	Wauchope	03 December 2020
907656	M Wilson	Warren	04 December 2020
907657	N Dandie	Narooma	04 December 2020
907651	R Harris	Lithgow West	07 December 2020
907658	M Leigh	Walgett	07 December 2020
907659	J Swift	South Tamworth	07 December 2020
907660	G Seaman	Bangalow	07 December 2020
907661	A Brown	Bangalow	07 December 2020
907654	R Mungrati	Bowral	15 December 2020

Appointment to Rank

904867	RetF R Shanks	Deputy Captain	Bowral	30 November 2020
--------	---------------	----------------	--------	------------------

Transfers

905709	RetF K Holland	Finley	to	Tocumwal	28 October 2020
906139	RetF J Haigh	Corrimal	to	Rhodes	12 November 2020
522019	RetF B Harges	Wangi Wangi	to	Morisset	03 December 2020
901606	RetF B Atkins	Murrundi	to	Werris Creek	03 December 2020
907067	RetF H Kirk	Guyra	to	Armidale	03 December 2020
905296	RetF N Spencer	Dorrigo	to	Urunga	12 December 2020
904938	RetF B Jenner	Camden	to	Branxton	22 December 2020
904972	RetF T Lord	Saratoga	to	Kariong	02 January 2021

Separations

429016	RetF C Love	Quirindi	01 July 2020
906527	RetF M Sayring	West Wyalong	17 October 2020
906343	RetF S Sills	Merriwa	29 October 2020
900827	RetF J Pett	Thirroul	02 November 2020
906688	RetF R Boston	Armidale	15 November 2020
907447	RetF M Mayne	Goulburn	16 November 2020
522263	RetF A Combe	Wangi Wangi	22 November 2020
902957	RetF J Fields	Bingara	25 November 2020
906866	RetF T Richmond	Urunga	27 November 2020
907253	RetF S Fletcher	Swansea	04 December 2020

Retirements

223029	RetF P Bush	Albury North	06 November 2020
477036	RetF R Bowler	Ulladulla	18 November 2020

Honorary List

429016	RetF C Love	Quirindi	02 July 2020
223029	RetF P Bush	Albury North	07 November 2020
477036	RetF R Bowler	Ulladulla	19 November 2020

ADMINISTRATION AND TRADE NOTICES**Appointments**

Service No.	Name	Position	Effective date
905437	C Davey	Project Officer, Operational Communications	14 December 2020

Paul Baxter
Commissioner
16 December 2020