

Commissioner's Orders



16 August 2017

2017/16

CURRENT NATIONAL SECURITY ALERT LEVEL: PROBABLE

The Commissioner regrets to advise of the passing, off duty, of 461025 Retained Firefighter Stephen "Mark" Cummins of 269 Station Corrimal.

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POLICIES

Flood rescue

The following documents have been published on the Intranet:

- [Flood rescue policy](#) (Version 01)
- SOG 11.11, [Flood rescue](#) (Version 01) and [check sheet](#) (Version 01)
- [Equipment fact sheet, Raft: Ark angel](#) (Version 01)
- [Equipment fact sheet, Personal flotation device: Force 6 RescueTec](#) (Version 01)
- [User's manual, RescueTec PFD](#) (Version 01)
- [Equipment fact sheet, Water-based helmet: Gath Gedi](#) (Version 01)
- [Equipment fact sheet, Hose inflation kit](#) (Version 02)
- [SIMS worksheet, Flood rescue: Water-based rescue equipment](#) (Version 03)
- [SIMS worksheet, Flood rescue: Personal issue equipment](#) (Version 01)
- [SIMS worksheet, Flood rescue: Land-based equipment](#) (Version 02)

A [Flood rescue toolkit](#) has also been published.

Key points

- These documents describe FRNSW's flood rescue capability to support the NSW State Emergency Service as the combat agency.
- FRNSW has a land-based and a water-based flood rescue capability that can be provided at individual flood rescue incidents or at larger-scale flood events.
- All firefighters will be trained in flood rescue awareness via an e-learning package, to enable them to arrive at a flood rescue incident as first responders and provide assistance.
- Selected stations in flood-prone areas will provide land-based flood rescue. Selected primary rescue stations will provide water-based flood rescue.

Rescindments

Publication of these documents rescinds the following:

- [SIMS worksheet, Swift water gear](#) (Version 1)
- [SIMS worksheet, Flood rescue: Water-based equipment](#) (Versions 1 and 2)
- [SIMS worksheet, Flood rescue: Land-based equipment](#) (Version 01)
- [Equipment fact sheet, Improvised hose flotation device](#) (Version 01)
- Operations Bulletin 2010-02, [Driving through flood waters](#) (Version 01)
- Safety Bulletin 2008-03, [Conducting a rescue in, on or near water](#) (Version 01)

- Safety Bulletin 2008-03, *Conducting a rescue in, on or near water – Additional hazards, risks and control measures* (Version 01)
- Safety Bulletin 2007-05, *Equipment inspections – possible water damage* (Version 01)

Who needs to read these documents?

Station Commanders must ensure that all crews are aware of the contents of the policy and SOG and incorporate them in station training.

Station Commanders at stations providing land-based flood rescue or water-based flood rescue must ensure that crews are aware of, and comply, with the fact sheets and SIMS worksheets.

Updating folders

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

The check sheet 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 a temporary A5 check sheet and file it 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](#).

Updating SIMS

Station Commanders should remove from the Station SIMS board:

- *SIMS worksheet, Swift water gear* (Version 01)
- *SIMS worksheet, Flood rescue: Water-based equipment* (Versions 1 and 2)
- *SIMS worksheet, Flood rescue: Land-based equipment* (Version 01)

Station Commanders who have any equipment listed on the SIMS worksheet, *Swift water gear*, should withdraw that equipment from service and return it to Equipment Logistics Greenacre (Rescue).

SIMS worksheets for the new flood rescue equipment will be distributed with the equipment. Station Commanders should place these worksheets on their SIMS board. SIMS calendars distributed for 2017 include SIMS checks for flood rescue equipment. Station Commanders should ensure this schedule of checks is observed.

Contact Officer: Superintendent Tim Fox, Capability Manager Rescue, (02) 9269-6329

File Reference: FRN15/1770

PROCEDURES

Biological hazards and radiological incidents

The Standard Operational Guidelines for biological hazards and radiological incidents have been updated to reflect current operations.

The following documents have been published on the Intranet:

- [SOG 10.8 Biological hazards](#) (Version 02)
- [SOG 10.8 Biological hazards check sheet](#) (Version 02)
- [SOG 10.9 Radiological incidents](#) (Version 02)
- [SOG 10.9 Radiological incidents check sheet](#) (Version 02)
- [SOG 10.9 Radiological incident guideline support document](#) (Version 01)

Publication of these documents rescinds the following:

- SOG 8.8 Terrorism – biological agents (Version A (01))
- SOG 8.9 Terrorism – radiological incidents (Version A (01))
- SOG 10.8 Biological hazards (Version A)
- SOG 10.8 Biological hazards check sheet (Version A)
- SOG 10.9 Radioactive substances (Version A)
- SOG 10.9 Radioactive substances check sheet (Version A)
- SOG 10.15 Chemical, biological and radiological (CBR) incidents (Version A)
- SOG 10.15 Chemical, biological and radiological (CBR) incidents check sheet (Version A)

Who needs to read these documents?

Station 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 SOGs and file them in the folder. Make an entry in the Occurrence Book.

The check sheet 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 a temporary A5 check sheet and file it 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 Paul Johnstone, Capability Manager Hazmat, (02) 9269 6316

File Reference: FRN14/1265 and FRN14/1266

NOTICES

Appliance / Vehicle Maintenance and Fault Reporting

Greater Sydney Area (GSA)

During the hours of 07.00 - 15.30 Monday to Friday please call the following Fleet Maintenance sections or help desk to discuss or report vehicle problems.

If there are any Mechanical, Electrical, Aerial, Vehicle Body Workshop Issues and Pump Issues - Call: 9742 7353.

If there are any Communication, Radio, Telephone, Information Technology (IT), Mobile Data Terminal (MDT) issues - Call the IT Service Desk: 9265 2833.

Outside the hours of 07.00 to 15:30 Monday to Friday, the Fleet Operations Officer should be contacted on telephone (02) 9742 7359 with a follow up email to FleetOfficer@fire.nsw.gov.au. If there are difficulties in contacting the Fleet Officer Operations on the telephone number, contact should be made through the Sydney Communication Centre.

Outside the Greater Sydney Area (GSA)

Contact the appropriate Regional Maintenance Officer for your station area or help desk to discuss or report vehicle problems.

Wagga Wagga	Kevin Thornton	0428 260 458	Email: kevin.thornton@fire.nsw.gov.au
Dubbo	Michael Thomson	0427 412 514	Email: michael.thomson@fire.nsw.gov.au
Port Macquarie	Trevor Nickl	0408 025 672	Email: trevor.nickl@fire.nsw.gov.au
Newcastle	Peter Lang	0418 644 155	Email: peter.lang@fire.nsw.gov.au

eOccurrence Book Entry

The following occurrences must be recorded in the station eOccurrence book:

- A record of any defects or problems.
- Any action plan taken.
- The name and contact number of the person reporting the defect.
- The name of the contact person in Fleet.
- Any missing or damaged equipment.

Withdrawal from Service

If an appliance is taken out of service on the advice of an authorised appliance repairer or for an obvious safety issue, the Station Commander must immediately inform the:

- Appropriate Communications Centre (FireCOM).
- Appropriate Operational Commander, Zone Commander (Country), or Area Commander.
- Fleet Operations Officer (GSA) or Regional Maintenance Officer (Non-GSA).

Who needs to read this Recommended Practice?

All Station Commanders should read and familiarise themselves with the [Appliance/Vehicle Maintenance and Fault Reporting](#) guidelines on the intranet.

Contact Officer: Field Operations Officer, (02) 9742 7359

Recommended Practice: Kitchen Fire Simulator – Portable

Recommended Practice, [Kitchen Fire Simulator – Portable](#) (Version 04) has been published on the [Equipment recommended practices](#) toolkit and on the [Community Safety, Kitchen Fire Simulator](#) Toolkit on the FRNSW intranet.

Key points

Highlights of Version 04 of the Recommended practice section include:

- A safety distance of six metres on all sides of the unit, including behind the demonstration.
- Not setting up the demonstration underneath power lines.
- An updated Lesson Plan.
- An emphasis on 100 ml canola oil for all demonstrations for both the Kitchen Fire Simulator and the Kitchen Fire Simulator Mini.

Who needs to read this Recommended Practice?

All KFS operators and their supervisors need to be familiar with this revised Recommended Practice. All staff should refer to the Recommended Practice when involved in an event where the Kitchen Fire Simulator will be used.

Rescindment

Recommended Practice, *Kitchen Fire Simulator – Portable, (Version 03)*.

Contact Officer: Paula Raat, Program and Events Coordinator – Community Engagement Unit, (02) 9742 7179

File Reference: FRN13/4163

PERMANENT 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 brief cover letter, resume and address the two targeted questions.

Fire Investigations Officer, Operational Support Level 2

Applications are invited from Firefighters with at least 48 months service from date of commencement as a Recruit Firefighter for the role of Fire Investigation Officer, Community Safety.

Inquiries: Superintendent Graham Kingsland on 0414 637 206

Closing Date: 13 September 2017

Taleo Reference: 00005H14

Coordination Officer x 2, Operational Support Level 2

Applications are invited from Firefighters with at least 48 months service from date of commencement as a Recruit Firefighter for the role of Coordination Officer, Education & Training. Two positions.

Inquiries: Station Officer Peter Cleary, Team Leader Coordination, on 0427 416163

Closing Date: 13 September 2017

Taleo Reference: 00005HPF

Training Officer Rescue/BLS, Operational Support Level 2 x 2 (1 in Region North, 1 in Region South)

Applications are invited from Firefighters with at least 48 months service from date of commencement as a Recruit Firefighter for the roles of Training Officer Rescue/BLS Region North and Training Officer Rescue/BLS Region South, Education & Training.

Inquiries: Tony Hine, Team Leader Rescue Training, on 0429 454 176

Closing Date: 13 September 2017

Taleo Reference: 00005HWX

Station Officer Program - GSA

Please note: This advertisement is being re-advertised due to technical issues with the online application process.

Candidates who have attempted to apply in the previous advertisement will be contacted by Recruitment.

To eliminate further delays in this process Firefighters who are eligible to apply, please follow the instructions below:

When you open the positions vacant page on the intranet to view the list of vacancies, click on the **Apply** button, not the title of the vacancy. This will take you to where you can apply and submit your application.

Please note: You will not be able to view the whole advertisement via our Positions Vacant page on the Intranet (FRNSW Internal Jobs Board), however by following these instructions you will be able to apply as per normal. To view the advertisement, continue to refer back to this notice.

Applications are invited from Leading Firefighters for Station Officer Program (SOP) positions in accordance with Clause 13.8 of the *Crown Employees (Fire and Rescue NSW Permanent Firefighting Staff) Award 2017*.

Leading Firefighters who successfully apply and who satisfactorily complete the Station Officer Program within a reasonable time shall be promoted to Station Officer and, if stationed outside of the Greater Sydney Area (GSA), transferred to the GSA.

Occupants of Operational Support positions who successfully apply and who satisfactorily complete the Station Officer Program within a reasonable time shall be promoted to Station

Officer and may elect to return to the GSA or to remain in their Operational Support position, provided that Leading Firefighters classified as Operational Support Level 2A who elect to remain in position shall then be reclassified as, and paid at the rate of, Operational Support Level 2.

Eligibility

To be eligible to apply, candidates must have at least twelve (12) months service with Fire and Rescue NSW as a Leading Firefighter as at 30 August 2017.

Selection

Successful candidates shall be determined by a two-stage merit selection process which will consist of a psychometric test and a portfolio of evidence (stage 1) and for candidates who progress to short listing, an interview and a practical assessment (stage 2).

SOP positions available

There are 12 SOP positions now available.

How to apply

Candidates will be required to submit a portfolio of evidence of no more than 7 pages and a CV of no more than 3 pages. Details on the portfolio submission can be found in the [Permanent Firefighters Promotion and Progression toolkit](#) under Promotion to Station Officer Procedure.

Applications must be submitted via *I Work for NSW* (Go to FRNSW Internal Vacancy Noticeboard, click on the advertisement and follow the prompts).

Candidates will receive a confirmation email from *I Work for NSW* that their application has been received. All candidates should ensure that they have received this confirmation email. Failure to receive an email means the application has not been received and therefore cannot be progressed. If you have any concerns please contact Recruitment on 9265 2632 or 9265 2830 or recruitment@fire.nsw.gov.au

Candidates with special needs

Any applicant who believes they require assistance to facilitate their participation in the promotion process must contact the officer listed below before the closing date.

Applications close on Wednesday 13 September 2017

Contact Officer: Superintendent Brendan Cox, Manager Operational Staffing 0475 963 192
Taleo Reference: 00005I6R

Promotions

Leading Station Officer to Inspector

5860	A Waller	9 May 2017
6226	C Eldridge	26 April 2017
7296	B Fitzpatrick	8 June 2017
7448	C Steer	26 April 2017
7516	S Brown	20 April 2017
7749	A Hojel	12 May 2017
7910	S Evans	23 July 2017

8151	A Shurety	19 April 2017
8208	B Jonas	9 May 2017

Leading Firefighter to Station Officer

The promotions of Leading Firefighters Davies, Wormald, Philippe and McDonnell to Station Officer in the Commissioner's Orders 2017/13 should have read:

8852	J Davies	9 March 2017
8853	M Wormald	15 March 2017
9128	D Philippe	6 March 2017
9179	S McDonnell	17 March 2017

Senior Firefighter to Leading Firefighter

8475	S Letherbarrow	26 May 2017
8944	C Thompson	09 May 2017
9363	J Cleghorn	01 May 2017

Qualified Firefighter to Senior Firefighter

Class 12

8749	P Bailey	14 April 2017
901265	M Paddon	15 June 2017
901448	P Campbell	13 September 2017
901453	A Siegenthaler	13 September 2017
901751	S Watson	28 February 2018
901756	M Dunn	28 February 2018
901892	C McMahan	5 June 2018

Class 13

8787	J Markou	14 June 2017
900721	A Bell	1 June 2017
901041	R Farlow	11 April 2017
901048	D McGuire	23 February 2017
901269	S O'Shea	15 June 2017
901444	A Rees	13 September 2017
901446	M Robinson	13 September 2017

Firefighter to Qualified Firefighter

904025	P Jensen	7 August 2017
904228	C Dreves	11 August 2017
904229	A Gleeson	11 August 2017
904230	S Goodman	11 August 2017
904231	A Gray	11 August 2017
904232	J Hall	11 August 2017
904233	S Hankin	11 August 2017
904235	P Karpierz	11 August 2017
904237	E Krelle	11 August 2017
904238	C O'Reilly	11 August 2017
904239	R Penrose	11 August 2017
904241	M Robb	11 August 2017
904243	S Rossi	11 August 2017
904244	R Rushton	11 August 2017
904245	J Spillane	11 August 2017
904246	M Waugh	11 August 2017
904247	D Webeck	11 August 2017
904248	H Wentworth	11 August 2017
904249	T Welsh	11 August 2017

904256	M Wright	11 August 2017
904294	J Laroche-Coralie	11 August 2017

Separations

Retirements

5975	SO M Curnow	16 December 2016
6054	Asst Commissioner G Byrne	16 August 2017
7268	SF G Smith	11 August 2017
8108	SF R Morrison	17 March 2017
901038	QFJ Grimwood	12 April 2017

RETAINED FIREFIGHTERS NOTICES

New members appointed to Brigades

905517	J Kachel	Kingscliff	11 July 2017
905559	A Wolf	Stockton	28 July 2017
520117	B Keough	Dorrigo	31 July 2017
905550	S Wright	Molong	31 July 2017
905555	R Hood	Tumut	1 August 2017
521799	P Jackson	Bowral	1 August 2017
905554	B Hobday	Inverell	1 August 2017
905553	T Koronui	Alstonville	1 August 2017
905552	P Payne	Leeton	1 August 2017
905561	C Guise	Glen Innes	7 August 2017

Relinquishment of Rank

520520	RetF D Russell	Deputy Captain	Coledale	9 August 2017
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Transfers

381054	RetF D Baker	Boggabri	to	Tamworth	11 July 2017
904762	RetF D Buckanen	Cowra		Kelso	1 August 2017
521048	RetF K Whiteman	Kiama		Walgett	1 August 2017
903125	RetF D Miller	Wangi Wangi		Teralba	7 August 2017

Separations

905088	RetF J Wright	Moree	4 July 2017
904150	RetF T McDonald	Goulburn	13 July 2017
904452	RetF S Czemerys	Kearsley	22 July 2017
902930	RetF B Dowse	Boggabri	22 July 2017
904881	RetF J Simpson	Stockton	25 July 2017
904932	RetF A Simpson	Balranald	26 July 2017
903599	RetF R Coventry	Bellbird	27 July 2017
902808	RetF C Boyko	Swansea	28 July 2017
521706	RetF N Mays	Rhodes	1 August 2017
520778	RetF T Wells	Cardiff	1 August 2017
904152	RetF D Wilson	Byron Bay	3 August 2017

Retirements

082011	RetF G Duck	Richmond	7 July 2017
446014	Capt G McMahon	Stockton	12 August 2017

Honorary List

082011	RetF G Duck	Richmond	8 July 2017
446014	Capt G McMahon	Stockton	13 August 2017

ADMINISTRATION AND TRADE NOTICES

Appointments

Service No.	Name	Position	Effective date
28207	J Simonides	Product Manager, Operational Communications Systems	19 July 2017
905536	S Beamish	Executive Assistant, Field Operations	31 July 2017

Paul Baxter
Commissioner
16 August 2017