

**LAKEWOOD FIRE DEPARTMENT
STANDARD OPERATING GUIDELINES**

SOG NUMBER: 301.12	OPERATING PROCEDURE
DATE IMPLEMENTED: JANUARY 1, 2022 DATE REVISED:	TITLE: SUPPORT SERVICES

PURPOSE:

These provisions are promulgated and designed to provide a structured approach for the safe operation of Support Services on the incident scene.

SCOPE:

This guideline shall apply to all Support Service personnel.

GENERAL:

1. The fire department recognizes the need to have Support Service units assist the firefighters and command staff with various tasks associated with fires and other emergencies.
2. Unless special called by the IC. Support Service Units shall ONLY respond to General Alarms (Second Alarms) or greater within the Township of Lakewood.

DUTIES:

1. Members of the Support Service Unit are to report to the Incident Commander (IC) upon their arrival on the incident scene and adhere to the direction of the IC. Assignments may include but may not be limited to:
 - a. Bringing the Mask Service Unit (MSU) to the scene to supply firefighters with spare bottles, additional fans, tools, overhaul equipment, water pumps, etc.;
 - b. Assisting firefighters with placing their apparatus back in service upon the completion of the incident;
 - c. Refilling SCBA bottles and restocking fire apparatus;
 - d. Providing additional scene lighting as deemed appropriate; and
 - e. Additional duties as assigned by the IC.
2. **Support Service Members will not be tasked with exterior and/or interior firefighting duties, and shall remain outside of the "HOT Zone" at all times.**
3. The "HOT Zone" shall be classified as "The control zone immediately surrounding a hazardous area, which extends far enough to prevent adverse effects to personnel outside the zone".

CLOTHING/EQUIPMENT REQUIREMENTS:

1. Protective clothing and equipment issued by the LFD shall be donned on all incident scenes. This includes but may not be limited to:
 - a. Assigned work uniform;
 - b. Helmets/Hard Hats;
 - c. Weather appropriate clothing including reflective jackets and/or reflective vests;
 - d. Gloves;
 - e. Boots; and
 - f. Portable radios.

ASSIGNED APPARATUS:

1. Support Service personnel shall respond to all incidents on the Mask Service Unit and other assigned Support Apparatus.
2. Support Service personnel shall not respond to incident scenes on fire apparatus (i.e.: Engine, Ladder Trucks, Etc.) or in their personal vehicles (POV).
3. Unless specifically requested by the IC. Support Service Apparatus shall respond to all calls for service in a non-emergent manner using the regular flow of traffic and shall not use emergency lights and/or sirens.
4. Upon arrival at the Incident Scene the emergency lights shall be activated and remain on for the duration of the incident or as deemed necessary.