



GALENA FIRE DEPARTMENT
Standard Operating Guideline

RESPONDING TO / RETURNING FROM ALARMS

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Fire Chief Signature

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Purpose: To provide direction for GFD personnel while responding to alarms and while returning from alarms.

Responding to the Fire Station

Members responding to alarms shall adhere to the Alcohol and Drug Policy, stating that no member shall respond to a call while under the influence of alcohol or drugs. Any members responding to the station who are under the influence of alcohol or illegal drugs shall do so at their own risk.

Members responding to the station shall obey all city, county, and state traffic laws.

Member responding to the station using a 'Blue Light' must realize that, while requesting the right of way, this offers no guarantee of right-of-way.

Members are solely responsible for their actions and understand that they are representing the Galena Fire Department and shall do so in a professional and safe manner.

Direct Response to Alarms

Firefighters and Officers shall report to the station upon notification of an alarm, except as noted below.

Officers may choose to respond directly to the alarm if the alarm is on his/her direct route to the station. This is acceptable providing that the Officer is doing so with full PPE and a radio with which to notify dispatch or responding units of his/her status.

The Fire Chief and Assistant Chief, at his/her discretion, may respond to any incident scene provided that he/she has full PPE and a radio with which to notify dispatch or responding units of his/her status and capable of providing a situation report upon arrival.

Responding to Alarms – Firefighter Safety / Accountability / Training

Before responding on any GFD apparatus all members shall be trained to operate all equipment on the apparatus.

All members must be capable of wearing an SCBA in accordance with the GFD Respiratory Protection Plan. This includes Medical Evaluation, Respirator Fit Test, and documentation of SCBA training.

Returning from Alarms

The following shall be completed upon preparing to leave a scene and upon arrival back at the fire station:

- Ensure that all emergency warning devices and scene lights are turned off prior to leaving scene.
- Ensure all members are seated and wearing safety belts prior to leaving scene.
- It shall be the responsibility of the driver to secure all equipment of the apparatus (e.g. hoses, ladders, doors, etc.), and ensure that all cabinets and doors are secured before returning to the station.
- It shall be the responsibility of the officer, or designee, to survey the scene to ensure that all tools, equipment, and appliances are accounted for.
- Upon returning to the station all members shall return equipment to pre-alarm status.



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- Members shall notify the officer-in-charge of any lost or damaged equipment.
- No member shall leave an incident scene or the station without authorization of officer in charge.
- Upon returning to the station, the Driver is responsible to ensure that all equipment is returned to its proper location.
- It is the Driver's responsibility to ensure that the interior of the cab is cleaned.