

	<b>West Fargo Fire &amp; Rescue Standard Operating Guideline</b>			Authorized by:  D. Fuller Fire Chief
	Subject: ACCOUNTABILITY OFFICER			
	Section: SAFETY	Date Authorized: 8/5/2015	Date Reviewed: 11/1/2017	
	Number: 206			

**Intent**

The intent of this SOG is to establish procedure for the use of an Incident Safety Officer (ISO).

**Guideline**

The West Fargo Fire Department should establish an Incident Safety Officer (ISO) at every scene where a working fire is declared per the incident commander.

*On arrival on the emergency scene the Incident Safety Officer should;*

1. Report to the Incident Commander for briefing.
2. Ensure accountability system is in place and function as the accountability officer.
3. Ensure 2 in 2 out and a backup line is in place during any offensive operation
4. Identify hazardous situations associated with the incident, including building construction and contents.
5. Assess safe placement of apparatus and equipment.
6. Assess the danger of building utilities and work with the Incident Commander to shut off or control utilities as necessary.
7. Assess possible structure failure and establish a collapse zone if needed.
8. Assess the physical condition of on scene personnel.
9. Constantly monitor the scene and advise the Incident Commander in regards to safe operations.

In order to have an ISO present at every working fire, the West Fargo Fire Department shall select a cadre of five members to fill the ISO role.

The ISO shall keep track of elapsed time of the incident, as well as team entry and exit times. At the twenty minute mark, and every twenty minutes thereafter until the incident is stabilized, the ISO shall notify the IC of the need to conduct a Personnel Accountability Report (PAR). Directions for conducting the PAR are located in SOG 202 – Accountability System. The PAR will also be called after an evacuation is announced, and after a major change in strategy, such as going from offensive to defensive.