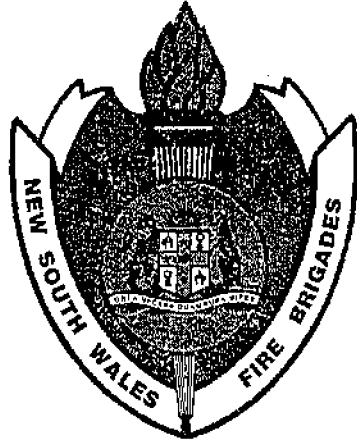


New South Wales Fire Brigades



Community Fire Unit



Training Package

Version 2

Table of Contents

Foreword	3
Community Fire Unit Directives	4
FireWatch Program	5
Community Fire Units	5
- Purpose	5
- Training	5
- Service and maintenance of equipment	6
- Records	6
- Hazard reduction	6
- Duties of NSW Fire Brigades Officer	7
- Duties of all Community Fire Unit Members	7
- Duties of the Community Fire Unit Leader	7
- Duties of the Community Fire Unit Custodian	8
Standard Operational Procedure for CFU's	9
- Aim & Purpose	10
- Bushfire Alerts	10
- Fires	11
- Activation of CFU's	11
- Method of Operation	11
- Safety	12
- Mopping Up	13
- Equipment	13
- Service & Maintenance of Equipment	13
- Hazard Reduction	13
- Duties of Fire Brigade Officer	14
- Duties of Community Fire Unit Leader	14
- Duties of Custodian	14
- Duties of all Community Fire Unit Members	15
Standard Operational Guidelines for CFU's	16
Lesson Plans	20

FOREWORD

The NSW Fire Brigades is embracing members of the community in its new FIREWATCH Program on similar lines to the already successful "Neighbourhood Watch" Program.

FIREWATCH will provide the stimulus for community interaction with members of their local NSW Fire Brigades Station focussing in the areas of:

- *education*
- *training*
- *hazard reduction*
- *life & property protection from bushfire threats prior to the arrival of the Fire Services*

The NSW Fire Brigades intends achieving this vision by providing firefighting equipment and training to local residents by establishing "Community Fire Units" in bushfire prone areas.

The Community Fire Unit concept is not a new initiative, there are numerous Hose Box locations in New South Wales of which the majority are located around the Greater Sydney Area. The establishment of these "boxes" dates back to the post World War II era.

During the wildfires of January 1994, the usefulness of these Hose Posts was recognised, resulting in the resurrection of this program resulting in the identification of new locations supplied with either "mobile trailers" or "fixed cabinets". The inventories of these new style Community Fire Units being substantially superior to the original Hose Post Box, with an unparalleled commitment by the NSW Fire Brigades to interact with local communities to reduce threats from bushfires.

The criteria for locating such Community Fire Units is based on a combination of fire determining factors, including:

- *fuel loadings*
- *topography / gradient*
- *aspect*
- *historical fire patterns*
- *community support*

in areas where urban development and bushland interface meet.

Positive community reception and enthusiastic community involvement by 6 or more residents in the Community Fire Unit Program will ensure future savings in life and property. The NSW Fire Brigades welcomes you as a Volunteer Community Fire Unit member and appreciates your personal support and commitment.



New South Wales Fire Brigades



COMMUNITY FIRE UNIT

DIRECTIVES

FIREWATCH PROGRAM

Following the successful operation of local hose posts during the January 1994 bush fires, the NSW Fire Brigades has introduced the FireWatch Program. FireWatch will operate on similar lines to Neighbourhood Watch, and aims to increase community awareness of fire prevention as well as providing residents with training and resources to enable them to take a role in property protection.

One aspect of the Fire Watch is the establishment of Community Fire Units. Since 1946, the NSW Fire Brigades has installed hose box posts for fire protection in identified bush fire prone areas. Following January 1994, the NSW Fire Brigades undertook a review of all aspects of its bush fire fighting operations. There was ample evidence of the value of residents in areas affected by the bush fires using hose box posts to protect their properties. After the fire, many local meetings resolved to request the location of the hose box posts in areas where community members were prepared to undertake training and the responsibility for the use of firefighting equipment to carry out property protection should the need arise.

To reflect the association of the community with these fire fighting resources, the existing hose box posts and the new installations have been renamed Community Fire Units. Information on the purpose, functions and equipment of Community Fire Units is given below. The members attached to Community Fire Units are unpaid community volunteers and represent a third tier of the Brigades operational arm. By providing their immediate neighbourhood with protection from bush fires, the Community Fire Units will be assisting the NSW Fire Brigades to achieve its prime directive of reducing the impact of emergency incidents on the community.

COMMUNITY FIRE UNITS

The instructions in In Orders 1992/23 and 1994/6 relating to training of hose post squads are hereby rescinded and replaced by the following. A copy of a new Standard Operational Procedure, No 8 Community Fire Units, is attached to paper copies of this In Orders and must be inserted in each Station's Standard Operational Procedures folder. The Standard Operational Procedure takes effect from 10 March 1995.

1. Purpose

Community Fire Units (CFUs) are primarily established to give neighbourhoods on the urban/bush interface a means to protect life and property from bush fires. This will be achieved by providing community members with a level of equipment, training, knowledge and confidence which will allow them to actively assist existing fire fighting agencies to prepare for bush fires, and to undertake mopping up and blackening out operations when the main fire front has passed. This contribution by Community Fire Units will allow NSW Fire Brigades and Bush Fire Brigade units to mobilise and relocate to critical fire front areas sooner than would otherwise be possible.

CFUs will enhance the resources of the NSW Fire Brigades and local Bush Fire Brigades, NOT replace them.

2. Training

Training is to be carried out at a time suitable for the CFU members, which will generally be on weekends. Brigades personnel are to make every effort to be flexible regarding training times and to accommodate the CFU members with additional training sessions upon request. The Station Commander is to contact the Team Leader to arrange a suitable date, time and venue for training.

Training should be carried out at the location of the CFU, whenever practicable. Alternatively a local park, reserve, fire station or other suitable venue may be used.

The training period should be between 16 and 20 hours a year and be conducted over four sessions per year. The recommended months for training are January (one session), April (one session), and August/September (two sessions).

Additional training periods are to be encouraged and can be initiated by either the Station Commander or the CFU Leader.

At the completion of every training period a list of names of the CFU members who attended is to be recorded in the CFU's Occurrence Book and a copy of the list forwarded to the appropriate Regional Office for attachment to the relevant CFU file.

- Notes:
1. All training sessions must be conducted under the supervision of the responsible Station Commander.
 2. Instructions in In Orders 1990/10 and Standing Orders, under the heading **Public education – training of the public in fire safety/emergency procedures**, restricting practical training of members of the public by station staff do not apply to CFU training.

Service and Maintenance of Equipment

Whenever equipment is used, the details should be recorded and reported to the Station Commander of the Fire Station responsible for the CFU. The Station Commander will ensure that the equipment has been correctly serviced and returned to a state of readiness.

When hose requires services, the relevant Station Commander shall determine when and where the hose will be washed and dried, and who will carry out the service. The Station Commander is also responsible for initiating and completing any necessary reports relating to the CFU's equipment.

Records

Each CFU will be issued with an Occurrence Book for recording members' involvement, and the activities and occurrences relating to the Unit. The purpose of the Occurrence Book is identical to that of any Station Occurrence Book and it will act as an Official record of events.

Information recorded in the Occurrence Book should include, but is not limited to:

members attached (inaugural members and new members)

training sessions (topics, duration, attendance)

equipment use (circumstances, duration, maintenance, and service)

inventory checks (by either the Custodian or the fire station)

incidents and fires

Station Commanders should carry out routine inspections of CFUs within their area at every opportunity and record their inspections, findings and actions in both the CFU Occurrence Book and their own Station Occurrence Book.

Hazard Reduction

The Station Commander responsible for the CFU, in consultation with the Bush Fire/Natural Hazards Section's Hazard Reduction Officer, will arrange for CFUs to participate in any hazard reduction work scheduled in their immediate vicinity. The training received during hazard reduction work is considered the most valuable experience community members can have, as it simulates actual bush fire behaviour and provides practical applications for their training.

Duties of the NSW Fire Brigades Officer

The Station Commander responsible for each CFU shall:

conduct all required training sessions associated with CFUs;

ensure that the equipment is regularly checked, maintained and serviced;

ensure that the equipment is readily available and stored on a secure location, in consultation with the CFU Leader and the Custodian;

ensure that the CFU Leader and the Custodian are aware of the Station Commander's rostered shifts, so that they can maintain regular contact;

ensure that the CFU's Occurrence Book and the Fire Station's Occurrence Book are properly maintained;

ensure that the CFU members are aware of the boundaries of their Unit's area and the bush fire hazards within that area;

make an annual report on the operations, training and staffing of the Unit. The report is to be submitted to the Regional Commander for attachment to the CFU's file, and a copy of the report is to be forwarded to the Officer-in-Charge, Rescue/Bush Fire Section;

ensure that CFU members who sustain an injury for any reason associated with CFU activities complete a **WorkCover Notice of Injury Reporting Form** and that the form is forwarded to the Workers' Compensation Officer.

Duties of all Community Fire Unit Members

All Community Fire Unit members shall:

make themselves available for contact by their CFU Leader during periods of bush fire concern or threat;

attend and participate in training periods scheduled by the NSW Fire Brigades;

ensure that their actions during fires and drills do not place at risk their own safety, the safety of other CFU members, or the safety of the general public;

take directions from any member of the NSW Fire Brigades during a bush fire;

in the absence of any member of the NSW Fire Brigades, abide by the directions of the Unit Leader and not work independently from the team;

when operating at bush fires, carry the Community Fire Unit member's identification card issued by the NSW Fire Brigades.

Duties of the Community Fire Unit Leader

In addition to their duties as a Unit member, CFU Leaders shall:

act as the official contact between the CFU and the NSW Fire Brigades for matters of routine administration and training;

be responsible for liaising with the relevant NSW Fire Brigades Officer, the Custodian and other members of the Unit;

take charge of the CFU during bush fires, in the absence of any member of the NSW Fire Brigades;

assisted by the Custodian, make contact with team members and monitor their availability at the request of a NSW Fire Brigades Officer, or when weather conditions or fires in their area are cause for concern;

contact the Station Commander responsible for the CFU if advice or guidance is needed during any period of bush fire threat. If the Station Commander is unavailable, the CFU Leader should contact State Fire Command, who will advise the relevant Operational Commander or Zone Commander of the situation.

Duties of the Community Fire Unit Custodian

In addition to their duties as a Unit member, CFU Custodians shall:

be responsible for the safe storage of the equipment. Where a trailer is supplied, it should be stored in a sheltered location, readily accessible by CFU members at all times;

carry out regular checks of equipment and record the details in the CFU Occurrence Book;

ensure that the responsible Fire Brigades Officer and the CFU Leader are informed whenever the equipment is used, requires service, or has been interfered with or damaged in any way;

assist the CFU Leader to contact CFU members and monitor their availability when necessary;

contact the Station Commander responsible for the Community Fire Unit if advice or guidance is needed during any period of bush fire threat. If the Station Commander is unavailable, the CFU Custodian should contact State Fire Command, who will advise the relevant Operational Commander or Zone Commander of the situation.

STANDARD OPERATIONAL PROCEDURES for COMMUNITY FIRE UNITS (CFU)

1. Aim & Purpose

- 1.1 **Aim** – To recruit community firefighting support to assist existing firefighting agencies in the control and extinguishment of bushfires.
- 1.2 **Purpose** – To maximise resource allocation of firefighting equipment into identified bushfire prone areas for the protection of life and property from bushfire threats.

2. Bushfire Alerts

- 2.1 During periods of extreme bushfire concern which will usually be pre-empted by the declaration of a “TOTAL FIRE BAN” and will be regularly broadcast on commercial radio or when the immediate location of the Community Fire Unit is threatened by an approaching bushfire, Community Fire Unit Leaders should inform the Community Fire Unit Members of the situation and closely monitor their availability for response, if required.
- 2.2 Should the Community Fire Unit Leader, Custodian or in their absence, any other member of the Community Fire Unit, require advice or guidance at any time during a bushfire alert, the Station Commander of the nearest NSW Fire Brigades station should be contacted in the first instance, or if unavailable the Zone Superintendent or State Communication Centre.
- 2.3 Where the situation arises that the NSW Fire Brigades requires the Community Fire unit to be activated on standby or for immediate bushfire suppression this will occur in the first instance through the Community Fire Unit Leader, Custodian or any other member who is contactable by local exchange.
- 2.4 It is essential that the Community Fire unit membership lists and details therein are accurate and up-to-date. A membership register will be maintained on file by the respective Regional Offices and the Officer-in-Charge of the Rescue/Bushfire Section.
- 2.5 When responding to bushfires and it is known to be in the vicinity of a Community Fire Unit, the Station Officer is to advise the State / Regional Communication Centre of its existence and its required attendance, if appropriate.

3. Fires

3.1 It is the **priority** duty of a Community Fire Unit member, upon observing a fire, to immediately telephone "000", request the Fire Brigade, and report the following details:

- i Type of Fire, e.g., bush, grass or property fire.*
- ii Address, including street number, street name, nearest cross street, identifiable landmark and suburb.*
- iii Include any other information which might be considered significant such as direction of fire travel, property under threat, extent of fire, etc.*
- iv Provide personal details including your name, address, return contact number and reference to being a Community Fire Unit member.*

3.2 In the case of bushfires, take appropriate firefighting / property protection measures as necessary until the arrival of the first NSW Fire Brigade's or Bushfire Brigade's Unit, liaise with any NSW Fire Brigade member who may be present and place the Community Fire Unit resources at his/her disposal.

4. Activation of Community Fire Unit

4.1 Upon receiving notification to activate the Community Fire Unit in accordance with 2-2.3:

- i The Community Fire Unit Leader and members are to immediately proceed and assemble to a pre-arranged location, which will normally be the site of the Community Fire Unit.*
- ii The Leader is to ensure a record is kept of members in attendance, times and location of fire/s.*
- iii When correctly dressed in firefighting apparel consisting of overalls, helmet, boots, gloves and goggles and with a minimum crew of two members, proceed to implement firefighting actions, as necessary, or carry out duties as directed by a member of the NSW Fire Brigades, who are in attendance.*

4.2 If a member of the NSW Fire Brigades is present, the Community Fire Unit and its members will come under the control of that person.

5. Method of Operation

5.1 Under the direction of a NSW Fire Brigade's member, take actions as directed, otherwise under the control of the Team Leader proceed to the fire scene with the Community Fire Unit equipment. Supply water to firefighting hose lines

either by the use of standpipes from hydrants or the Davey Pump from swimming pools or other static water supply. Knapsack pumps should be considered for small or spot fire extinction.

- 5.2 Strategies and tactics could include a direct attack on **SMALL** spot fires which may develop or wetting down procedures prior to the approach of a major fire front. Wherever possible advice regarding actions should be sought from the NSW Fire Brigades.
- 5.3 Property protection procedures should commence as soon as is practicable with the aim of extinguishing spot fires and **small** outbreaks as quickly as possible. This is particularly relevant during an approaching bushfire front and for many (up to 6-8) hours after the main fire storm has passed.
- 5.4 Community Fire Unit members are restricted from entering bush/grass land areas beyond the defined boundaries between rear property alignments and bushland interfaces, during fire activity and blackening out operations. Community Fire Unit members are **NOT** to enter bush/grass land areas unless directed and accompanied by NSW Fire Brigade personnel.
- 5.5 Community Fire Unit members, when confronted with a Hazmat Incident, are not to become actively involved but take minor preliminary action only by notifying the Fire Command Centre and reporting to the Officer-in-Charge of the responding appliance of their actions.

6. Safety

- 6.1 Safety of personnel is paramount, with the protection of life being the priority and the protection of property second. Personnel should only be positioned in locations which will allow quick and easy escape from an advancing bushfire (hence the restriction of Community Fire Unit members entering bush/grass lands unaccompanied by NSW Fire Brigade personnel).
- 6.2 Members should work in a minimum group to two, based on the "buddy" system.

- 6.3 No member of a Community Fire Unit is to be deployed for operational duties by any member of the NSW Fire Brigades, Team Leader, Custodian or at his/her own initiation unless they are **fully** protected in accordance with the supplied personal protection i.e., helmet, overalls, boots, goggles and gloves.
- 6.4 **Caution should be observed when operating in the vicinity of power lines:**
 - i Always assume power lines are "alive".*
 - ii Do not aim water at power lines.*

- iii Fallen power lines should be immediately reported to the electricity authority and the immediate area restricted to all persons until rendered safe.*

7. Mopping Up

- 7.1 Mopping up procedures are to be carried out by patrolling the fire perimeter, extinguishing small remaining fires and generally cooling down the fire.
- 7.2 Adequate penetration can be achieved for “blackening out” operations by using 38 mm hose with solid jets to eliminate the need for Community Fire unit members to enter potentially dangerous burnt out areas.
- 7.3 Prior to leaving the area, care should be given to prevent the possibility of a re-ignition. Particular attention must be given to any ignition sources which might fall, roll or be blown over any established control line.

8. Equipment

- 8.1 The equipment provided is restricted to the **identified immediate area of operation** for any particular Community Fire Unit.
- 8.2 It must be clearly understood that the equipment provided to a Community Fire Unit is for the protection of a designated immediate location and no equipment is to be taken from that identified area of operation without the **express approval** of a NSW Fire Brigade’s Officer.

9. Service & Maintenance of Equipment

- 9.1 Whenever equipment is utilised, details should be reported to the duty Station Commander of the responsible station for the Community Fire Unit, who will ensure that the equipment is serviced, details of use recorded and any necessary reports are completed.
- 9.2 The Community Fire Unit Leader or Custodian must ensure such details are also maintained in the Community Fire Unit Register.

10. Hazard Reduction

- 10.1 Should hazard reduction work be scheduled or required in the immediate vicinity of any Community Fire unit the responsible Officer for the Community Fire Unit will, in consultation with the Rescue/Bushfire Section’s, Hazard Reduction Officer, arrange for the opportunity for the Community Fire Unit members to participate in such hazard reduction work. Training during hazard reduction work is considered the most valuable experience community members can receive to simulate actual bushfire behaviour and at the same time providing beneficial practical applications of their training.

11. Duties of Fire Brigade Officer

11.1 The Station Commander responsible for each Community Fire Unit shall:

- *conduct all required training sessions associated with Community Fire Units;*
- *ensure the equipment is routinely checked / maintained and serviced;*
- *in consultation with the Community Fire Unit Leader and Custodian ensure equipment is readily available and stored in a secure location;*
- *inform the Community Fire Unit Leader and Custodian of the responsible Officers' roster availability to ensure regular and consistent contact;*

- *ensure the maintenance of proper records in the Community Fire Unit Register and Station Occurrence Book;*
- *ensure that the Community Fire Unit members are aware of the field of operation and an assurance of the crew's knowledge of that area;*
- *submit an annual summary to the Regional Commander for file on the operations of the unit / training / staffing thereof (a copy of the report is to be forwarded to the Officer-in-Charge Rescue/Bushfire Section for comment and action where necessary).*

12. Duties of Community Fire Unit Leader

- 12.1 Act as an official contact between the Community Fire Unit and the NSW Fire Brigades for matters of routine administration and training.
- 12.2 Be responsible for liaising with the NSW Fire Brigades Officer, Custodian and other members of the Team.
- 12.3 During bushfires, in the absence of any member of the NSW Fire Brigades, take charges of the Community Fire Unit and direct its operations.
- 12.4 In addition, abide by the listed duties of a Team Member.

13. Duties of Custodian

- 13.1 The Custodian will be responsible for the safe storage of the trailer, where possible in a sheltered location, with ready access to the Community Fire Unit by members at all times.
- 13.2 Carry out regular checks of equipment and record details in register.

13.3 Whenever the equipment is utilised or has been interfered with or damaged in any way, the Custodian must ensure that the responsible Fire Brigade Officer and the Team Leader are informed.

13.4 In addition, abide by the listed duties of a Team Member.

14. Duties of all Community Fire Unit Members

14.1 During periods of bushfire concern or threat be readily contactable by their Team Leader.

14.2 Attend and participate in organised drills scheduled by the NSW Fire Brigades.

14.3 During fires and drills ensure that all actions are consistent with personal safety, and with the safety of other Community Fire Unit members and the general public.

14.4 In the absence of any member of the NSW Fire Brigades, abide by the directions of the Unit Leader and do not work independently from the team.

14.5 During bushfires take directions from any member of the NSW Fire Brigades.

14.6 When operating at bushfires carry personal identification card, issued by the NSW Fire Brigades, to show membership of Community Fire Unit.



New South Wales Fire Brigades



COMMUNITY FIRE UNIT

Standard Operational Guidelines

No. 3.7

7 COMMUNITY FIRE UNITS

7.1 Introduction

7.1.1 Community Fire Units (CFU) have been established by the NSWFB to support the protection of life and property in urban/bushland interface areas within Fire Districts.

7.1.2 A CFU comprises of group of community volunteers trained and equipped by the NSWFB to assist the established fire services in preparing for and combating bushfires within their immediate locality, by taking more responsibility to protect their properties from bushfire.

7.1.3 A CFU fulfils three main functions:

- pre-planning for bushfires and raising the level of fire awareness in bushfire prone locations;
- property protection during passages of a fire front; and
- mopping up and blacking out operations following passage of a fire front, thus releasing fire service resources to respond to more critical areas.

7.2 Application

7.2.1 This guideline applies to all members of the NSWFB in relation to the operations of a CFU, and to CFU members.

7.3 CFU Operations

7.3.1 Members of a CFU are requires to make themselves available for:

- regular training, a minimum of 4 sessions per year;
- a hazard reduction burns in their area (where possible); and
- providing assistance with fire fighting operations as directed by a NSWFB officer.

7.4 Responsibilities

NSWFB Bushfire Section

7.4.1 The CFU Co-ordinator at the NSWFB Bushfire Section is responsible for monitoring:

- policy development/implementation;
- establishment and installation;
- CFU operations (including training);
- equipment issue;
- CFU involvement in hazard reduction burns;
- administration; and
- CFU competitions.

Station Commanders

Station Commanders at stations having a CFU in their area are responsible for:
conducting training sessions for CFU members (minimum of 4 per year);

ensuring that equipment is regularly checked and maintained.

liaising closely and regularly with the CFU Leader, Custodian and CFU Co-ordinator;

ensuring that the CFU is aware of the Unit's area of operation and bushfire hazards associated within the area;

providing an annual report to the CFU Co-ordinator on the training and equipment checks and any fire fighting operations that have been carried out; and

ensuring that the Leader is notified whenever a Stage 2 Bushfire Alert or Total Fire Ban has been declared, or when a bushfire occurs in the area covered by the CFU.

NOTE

In the absence of the Station Commander, the appropriate Communications Centre should contact the CFU Leader.

CFU Leader

7.4.2 The CFU Leader is responsible for:

- acting as the official contact point between the CFU and the NSWFB;
- taking charge of the CFU operations during bushfires in the absence of a member of the NSWFB;
- monitoring availability of CFU members during Bushfire Alerts and Total Fire Bans;
- maintaining an accurate members register and informing the Station Commander and/or CFU Co-ordinator of any changes;
- contacting the Station Commander or Communications Centre for advice or guidance during periods of fire threat;
- ensuring that the occurrence book is accurately maintained; and
- ensuring that all members wear approved protective clothing.

CFU Custodian

7.4.3 The CFU Custodian is responsible for:

- the storage of CFU equipment;
- ensuring that equipment is readily accessible by CFU members at all times;
- regularly checking and recording the condition of equipment;
- notifying the CFU Leader and Station Commander of any equipment use, damage or loss; and
- assisting the CFU Leader in monitoring the availability of members (when necessary).

CFU Members

7.4.4 CFU members are responsible for:

- making themselves available for contact by the CFU Leader during periods of bushfire concern or threat;
- attending and participating in training sessions;
- ensuring that their actions at fires and training sessions do not place themselves or others at risk;
- taking directions from members of the NSWFB at fires;
- in the absence of NSWFB members taking directions from the CFU Leader; and
- carrying their NSWFB CFU identification card and wearing approved protective clothing when operating at bushfires.

7.5 Notification

7.5.1 Upon declaration of a Stage 2 Bushfire Alert or Total Fire Ban affecting the area of the CFU, or where a bushfire is burning in the area of the CFU, the responsible Station Commander must ensure that the CFU Leader is notified.

7.5.2 Where the Station Commander is unable for any reason to carry out this action personally, the appropriate Communications Centre will be contacted and will notify the CFU Leader of the Bushfire Alert, Total Fire Ban or fires.

7.6 Activation

7.6.1 Where a bushfire is burning in, or likely to spread to, or endanger the area of the CFU, the Station Commander (either personally or via the appropriate Communications Centre), will ensure that the CFU is activated.

7.6.2 On receiving a request to activate, the CFU Leader should:

- muster as many CFU members as possible (ensuring that all are wearing approved protective clothing);
- procure the necessary equipment or a vehicle to tow the CFU trailer; and
- notify the appropriate Communications Centre that the CFU is operational.

7.6.3 The CFU should stand-by in its operational area and if necessary deploy hose lines and assist residents to prepare their homes for fire impact. The CFU Leader should contact the appropriate Communication Centre by 000 if spot fires breakout, or the front approaches and fire appliances are present.

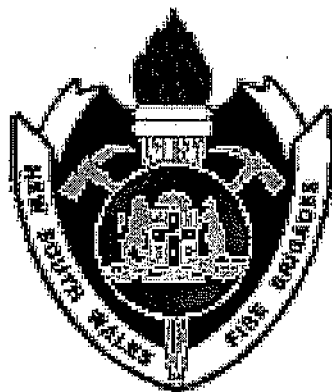
7.7 Safety

7.7.1 Safety of CFU members and other people should be the primary consideration in all CFU activities.

7.7.2 In bushfire operations, defensive strategies aimed at protecting life and property will be employed.

7.7.3 Ideally, direct fire attack should only be initiated under the direction of a NSWFB member, and CFU's should not operate outside of their designated area of responsibility.

New South Wales Fire Brigades



COMMUNITY FIRE UNIT



LESSON PLANS

COMMUNITY FIRE UNIT



FOREWORD

This Lesson Plan was created to assist the Permanent Staff of the NSW Fire Brigades in the training of the crews of the Community Fire Unit. The plans are designed to aid the Officers and Firefighters to formulate strategies for their Training Sessions.

The introduction of the Community Fire Units incorporates the training of large numbers of civilians. This provides a unique opportunity to increase the public's awareness of the NSW Fire Brigades and to heighten our community involvement and interaction.

With the aid of this Lesson Plan the Officers and Firefighters of the NSW Fire Brigades will be able to create well trained and effective community crews and at the same time make the community aware that their local Fire Station is manned by professionals who are capable of providing a wide and varying range of public services.

Station Officer Terry Munsey AFSM
Manager Community Fire Units
Bushfire / Natural Hazards Section
NSW FIRE BRIGADES

COMMUNITY FIRE UNIT



CONTENTS

SECTION I

INSTRUCTORS NOTES

SECTION II

GENERAL GUIDELINES FOR INSTRUCTORS

SECTION III

LESSON PLANS

CFU-1

OBLIGATIONS & RESPONSIBILITIES

CFU-2

PERSONAL SAFETY

CFU-3

HOSE & SMALL GEAR

CFU-4

FIRE BEHAVIOUR

CFU-5

FIRE SUPPRESSION

CFU-6

THE DAVEY PUMP

CFU-7

CABINET & TRAILER MAINTENANCE

COMMUNITY FIRE UNIT



SECTION I

INSTRUCTORS NOTES

This package has been designed to provide the Station staff with a program that will ensure that the Initial Training, and the Levels of Competency maintained by the Community Fire Units Members is of the high standard expected by the public, of all NSW Fire Brigade Officers.

- * **Contents Page**
Outlines the sections which make up the Training Package.
- * **General Guidelines for Instructors**
Factors to take into account in ensuring an effective and smoothing running Course which will achieve optimum transfer of knowledge.
- * **Lesson Plans**
A "script" which can be followed by the Instructor when introducing individual sessions. Covers the " need to know " of that session.

Note : Should a query arise, as to any aspect in the Course, Instructors should contact the Bushfire / Natural Hazards Section, for clarification.

COMMUNITY FIRE UNIT



SECTION II

GENERAL GUIDELINES For INSTRUCTORS

This program has been designed with the objective of training Community Fire Unit Personnel so that they are competent in all techniques and procedures which they may be required to perform at a bushfire. The Instructor is the catalyst in the Training Session, where his/her knowledge and presentation skill will assist the trainees in meeting the program objective.

This program is designed to assist the Instructor to cover all facets of the training. The Instructor gives the program extra meaning for the participants by emphasising and expanding upon the principles and approach outlined in the program. The insight and motivation of the Instructor makes the difference between an ineffective presentation and one which is informative, interesting and practical.

To be an effective Instructor, a person must be able to speak to groups with enthusiasm and conviction. The key is credibility and this is based on the Instructors knowledge and skill related to the particular topic he/she is covering. The way in which these qualities are demonstrated will vary from person to person, but an effective presentation is only possible when adequate preparation has been undertaken.

New South Wales Fire Brigades



COMMUNITY FIRE UNIT



Section III

LESSON PLANS

COMMUNITY FIRE UNIT

Lesson Plan N° 1

OBLIGATIONS & RESPONSIBILITIES

Objectives :

The objective of this session is to give the trainees :

- *an introduction to the structure of the NSW Fire Brigades ;*
- *a clear and concise understanding of their legal obligations and responsibilities .*

Resources :

1 x Whiteboard + Markers
1 x Fire News Reel – Community Fire Units

References :

NSW Fire Brigades Instruction Manual

Volume 1

Volume 2

Volume 3

NSW Fire Brigades Act 1989

Division 3 - Section 25 (1)(b)

Regulations - Section 45 (a) & (b)

Regulations - Section 46 (1) & (2)

Regulations - Section 47

NSW Motor Traffic Act 1935

Regulations - Section 132

Time Allocated :

1 hour

Outcomes :

At the conclusion of this session the Trainee will :

- * understand the ranking structure and communications systems in the NSW Fire Brigades ;
- * understand their duties and obligations with regards to the Community Fire Unit ;
- * understand their rights and responsibilities when towing and/or responding with the Community Fire Unit .

Training Session (*theory*) :**Obligations (*discuss*) :**

- Your position in the NSW Fire Brigades

Responsibilities :

- Mandate
- Training
- Availability
- Use of Community Fire Unit

Response :

- Response Area for CFU
- Turn Out Procedure & Contact with Communication Centre
- Response to Bushfires
- Response to Property Fires

Driving on Public Roads :

- Rights & Responsibilities
- Positioning of Community Fire Unit Trailer

Conclusion :

Conduct a debrief of Training Session.

COMMUNITY FIRE UNIT
Lesson Plan N° 2
PERSONAL SAFETY

Objectives :

The objective of this session is to ensure that the trainees :

- *fully understand the dangers involved with firefighting ;*
- *understand the measures taken for personal protection ;*
- *have a clear understanding of survival techniques .*

Resources :

1 x Whiteboard + Markers
1 x Fully Stowed Community Fire Unit

Video Titles : *Bushfire " Our Summer Fate "*
 Buildings & Bushfires
 Wildfire I
 Wildfire II

References :

NSW Fire Brigades Instruction Manual

Volume 1
Volume 2
Volume 3

BFC Bushfire Personnel Training Modules

Time Allocated :

1½ hours

Outcomes :

At the conclusion of this session the Trainee will be able to :

- * identify their safety equipment ;
- * explain the equipment's uses ;
- * identify the symptoms of Heat Stress/Exhaustion/Stroke ;
- * identify the appropriate treatment for Heat Stress/Exhaustion/Stroke ;
- * demonstrate and/or explain survival techniques .

Training Session (*theory*) :**Personal Protection (*discuss*) :**

Items of Equipment :

- *helmet*
- *gloves*
- *goggles*
- *dust masks*
- *overalls*
- *boots*
- *underwear*
- *water bottle*

Heat Stress :

- *causes*
- *symptoms*
- *treatment*
- *precautions*

Heat Exhaustion :

- *causes*
- *symptoms*
- *treatment*
- *precautions*

Training Session (theory) :

(continued)

Heat Stroke :

- *causes*
- *symptoms*
- *treatment*
- *precautions*

Liquid & Food Replacement :

- *1 litre/hour normal firefighting*
- *up to 2 litres/hour extreme conditions*

Survival :

- *indoors*
- *in vehicles*
- *near buildings*
- *away from vehicles*
- *washing wounds*
- *drinking*
- *safety in numbers*

Conclusion :

Conduct a debrief of Training Session.

COMMUNITY FIRE UNIT

Lesson Plan N° 3

HOSE & SMALL GEAR

Objectives :

The objective of this session is to :

- *give the Trainees an understanding of the hose and small gear carried on the Community Fire Unit ;*
- *demonstrate the use of this equipment ;*
- *introduce the Trainees to Safe Working Practices ;*
- *ensure that the Trainees proficient in Hose Handling Techniques*

Resources :

1 x Whiteboard + Markers
1 x Fully Stowed Community Fire Unit
1 x Fully Stowed Appliance

References :

NSW Fire Brigades Instruction Manual

Volume 1

Volume 2

Volume 3

BFC Bushfire Personnel Training Modules

Time Allocated :

2 hours

Outcomes :

At the conclusion of this session the Trainee will :

- * have a practical knowledge of the equipment carried on the Community Fire Unit ;
- * understand Brigade terminology for this equipment ;
- * understand Safe Working Practices ;
- * be proficient in hose handling .

Training Session (*theory*) :

Hose & Small Gear (*discuss*) :

Items of Equipment :

- *standpipe*
- *ball valve hydrants*
- *hydrant bar*
- *stortz couplings*
- *reducers*
- *Y piece*
- *delivery hose*
- *suction hose*
- *70 mm hose*
- *38 mm hose*
- *branches*
- *knapsacks*
- *McLeod tools*

Equipment :

- *maintenance of equipment*
- *hose pressure test*
- *maximum pressure*
- *initial pressure + jet reaction*
- *safe working practices (uncontrolled branch)*

Training Session (theory) :*(continued)*

Hose & Hydrant Drill :

- *1 line into 2 (adding another length)*
- *rolling and unrolling hose*
- *making and breaking couplings*
- *experiencing jet reaction*

Conclusion :

Conduct a debrief of Training Session.

COMMUNITY FIRE UNIT
Lesson Plan N° 4
FIRE BEHAVIOUR

Objectives :

The objective of this session is to explain how :

- *weather conditions*
- *topography*
- *fuel load*

affects fire behaviour.

Resources :

Video Titles :

Bushfire " Our Summer Fate "
Buildings & Bushfires
Wildfire I
Wildfire II
Methods of Fuel Assessment

References :

NSW Fire Brigades Instruction Manual

Volume 1
Volume 2
Volume 3

BFC Bushfire Personnel Training Modules

Time Allocated :

2 hours

Outcomes :

At the conclusion of this session the Trainee will :

- * understand fire behaviour ;
- * be able to predict fire behaviour ;
- * be able to identify problem sites in their area .

Training Session (*theory*) :

Fire Behaviour (*discuss*) :

Fuel Load
Temperature & Humidity
Wind Speed & Direction
Topography
Time of Day
Spot Fires

Training Session (*practical*) :

Attend local bush and estimate Fuel Loading.
Inspect local area for any north or northwest facing slopes.

Conclusion :

Conduct a debrief of Training Session.

**COMMUNITY FIRE UNIT
Lesson Plan N° 5**

PROPERTY PROTECTION

Objectives :

The objective of this session is to give the Trainees an understanding of:

- *property protection procedures.*

Resources :

- 1 x Whiteboard + Markers
- 1 x Fully Stowed Community Fire Unit
- 1 x Fully Stowed Appliance

Video Titles : *Bushfire " Our Summer Fate "*
 Buildings & Bushfires
 Wildfire I
 Wildfire II
 Methods of Fuel Assessment

References :

NSW Fire Brigades Instruction Manual

Volume 1
Volume 2
Volume 3

BFC Bushfire Personnel Training Modules

Time Allocated :

2 hours

Outcomes :

At the conclusion of this session the Trainee will be able to :

- * explain the concepts of Fire Chemistry ;
- * explain the principles of the methods of extinguishment of Bushfires .

Training Session (*theory*) :**Fire Suppression (*discuss*) :**

Fire Triangle

- *three Methods of Extinguishment*

Creating an Asset Protection Zone

Bushfire Risk Management

Property Protection :

- *exposures*
- *out buildings*
- *preparedness*
- *evacuation*

Training Session (*practical*) :

Assist in Hazard Reduction Burn, in their area, under supervision.
Test evacuation plans.

Conclusion :

Conduct a debrief of Training Session.

COMMUNITY FIRE UNIT

Lesson Plan N° 6

THE DAVEY PUMP

Objectives :

The objective of this session is to introduce the Trainees to :

- *the Davey Pump ;*
- *the routine procedures ;*
- *it's limitations ;*
- *safe working practices .*

Resources :

1 x Whiteboard + Markers
1 x Fully Stowed Community Fire Unit
1 x Fully Stowed Appliance

References :

NSW Fire Brigades Instruction Manual

Volume 1

Volume 2

Volume 3

BFC Bushfire Personnel Training Modules

Time Allocated :

2 hours

Outcomes :

At the conclusion of this session the Trainee will :

- * be able to get to work with a Davey Pump ;
- * understand it's limitations ;
- * know the safe working practices .

Training Session (*theory*) :

Davey Pump (*discuss*) :

Pre-Operational Checks
Priming Procedure
Start-Up Procedure
Safe Working Practices
Over Running Supply
Over Running Capacity
Maintenance

Training Session (*practical*) :

Conduct various pumping evolutions with a Davey Pump, e.g., pumping from a swimming pool.

Example Questions :

How long will your supply last ?
Will the suction hose reach the bottom ?
Does the height affect capacity ?
Which end of the pool do you set up ?
When pumping from a hydrant, what is the resultant pressure ?

Conclusion :

Conduct a debrief of Training Session.

COMMUNITY FIRE UNIT

Lesson Plan N° 7

CABINET AND TRAILER MAINTENANCE

Objectives :

The objective of this session is to introduce the Team Members to the maintenance required for the cabinet and trailer metalware :

- *Protection of paint finish ;*
- *Lubrication of hinges ;*
- *Lubrication of locks ;*

Resources :

- 1 x Whiteboard + Markers
- 1 x Fully Stowed Community Fire Unit
- 1 x Recommended practice (in development)

Time Allocated :

1 hour

Training Session (*theory*) :

To be developed

Training Session (*practical*) :

With Unit in location wash and polish unit and ensure paint finish and decals are in good condition.

Conclusion :

Debrief of activity and occurrence book entry.