

	POLICY & PROCEDURE	SERIES # 511	PAGE 1 OF 3
	SUBJECT <b>POLICE/FIRE DIVISION  OPERATIONS</b>		EFFECTIVE DATE <b>8/11/14</b>
			OVERSIGHT <b>Operations</b>
DISTRIBUTION <b>ALL MANUALS</b>	AMENDS/SUPERSEDES/CANCELS P&P # 511 dated 11/30/97.		

I. PURPOSE:

To establish the joint responsibilities between the Police and Fire Divisions of the City of Hampton.

II. POLICY:

It shall be the policy of the Hampton Police Division to respond to all calls for assistance to the Fire Division of the City of Hampton in accordance with the following procedures.

III. PROCEDURE:

Police officers, upon arriving at the scene of fire-fighting/rescue operations, will:

- A. The ranking police officer shall report to the incident commander and become the Police representative.
- B. Render aid to the injured.
- C. Secure the scene if a crime has been committed, following established Divisional policy.
- D. Provide the following services to the incident Commander as necessary:
  1. Crowd and/or traffic control.
  2. Protection of fire and rescue personnel and their equipment from vehicular traffic.
  3. Security of equipment, fire and rescue apparatus, and personal vehicles of fire and rescue personnel **where possible.**

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APPROVED:  
CHIEF OF POLICE



- E. When supporting helicopter medivac landing operations, the incident commander is in charge of all operations. Police officers will not initiate any action in the establishment of a landing zone without direction from the incident commander. (The incident commander is the ranking police or fire official who has control of the scene). Unnecessary lights should be turned off, and at no time will any light (i.e., flashlights, spot beams, etc.) be pointed up in the air or towards the aircraft.
- F. As the situation requires, officers will attempt to locate witnesses, relatives of victims, or property owner and make this information available to the incident Commander or person(s) so designated and the investigator in charge of the investigation.
- G. Once members of the Division of Fire and Rescue have arrived on the scene of an incident, the police officer will not engage in any active rescue or firefighting activity unless requested to do so by the Incident Commander.
- H. In drowning operations, the police officer will keep unnecessary persons out of the water and water craft out of the area when possible. The Incident Commander will have command authority and when called, the City of Hampton Emergency Dive Team will carry out the rescue/recovery operation.
- I. Volunteer fire and rescue personnel comprise a significant portion of the City of Hampton's Fire and Rescue personnel. Those volunteers with appropriate identification will be allowed to cross Fire/Police lines to report to the Incident Commander or the staging area.
- J. The Division of Fire and Rescue Incident Commander will control the location and the number of fire personnel they need to perform the operation.
- K. When an officer arrives at the scene of an active fire prior to Fire and Rescue:
  - 1. Verify the address
  - 2. Verify with dispatch that the Fire Division is responding
  - 3. If an commercial/office building attempt to determine the location of the fire inside the building
  - 4. Question bystanders regarding people in building, vacant, etc.

5. Advise Dispatch if you are entering building to attempt a rescue, HFD dispatch must be notified.
6. Close all doors, confining fire
7. If entering a building to attempt a rescue
  - a. Have an escape plan, know secondary exits
  - b. Check floor layout on floor below the fire
  - c. Use wall as guide and count doors from stairway so you can find stairs doorway on return (may lose visibility in seconds)
  - d. If possible, leave a member at the exit door to guide you back
8. NEVER enter a building fire alone.
9. DO NOT block the front of the building with your vehicle
10. DO NOT block fire hydrant(s)
11. DO NOT use elevators in multi-story buildings
12. DO NOT go above the lowest level of the fire
13. DO NOT ventilate the building by breaking glass or opening doors
14. DO NOT stay inside any longer than necessary
15. DO NOT remain in building after FD arrives
16. DO NOT carry victims from fire area-drag them, staying low to floor
17. DO NOT expect conditions to remain the same, they will change (deteriorate) quickly, remain vigilant