



**City of Winchester  
Fire & Rescue Department  
STANDARD OPERATING PROCEDURE**



<b>Section:</b> Personnel	<b>SOP:</b> 2.22
<b>Subject:</b> Personal Protective Equipment	<b>Executed:</b> September 3, 2014 <b>Revised:</b> October 23, 2014 <b>March 9, 2015</b>
<b>Approved:</b>   Allen Baldwin, Fire Chief	

**SCOPE**

To provide the highest level of Personal Protective Equipment (PPE) for fire department personnel that gives protection against hazardous environments.

**PURPOSE**

This policy applies to all personnel employed by the Winchester Fire and Rescue Department (WFRD). The goal of the WFRD PPE is to provide each staff member with garments that meet NFPA Standards as well as to provide a consistent level of protection during emergency incidents.

**STANDARDS**

PPE for operational personnel shall follow current editions of the National Fire Protection Agency (NFPA). The following standards shall be used for determining purchases and maintenance for all PPE issued items:

- NFPA 1500: Standard on Fire Department Occupational Safety and Health Program and all referenced documents contained within.
- NFPA 1971: Standard on Protective Ensembles for Structural Fire Fighting and Proximity Fire Fighting and all referenced documents contained within.
- NFPA 1981: Standard on Open-Circuit Self-Contained Breathing Apparatus (SCBA) for Emergency Services and all referenced documents contained within.
- NFPA 1983: Standard on Life Safety Rope and Equipment for Emergency Services
- WFRD SOP 3.1 – Respiratory Protection Program.

## POLICY

1. The Fire Chief or his/her designee may modify this policy on a temporary or permanent basis as deemed necessary for the good of the department.
2. Only department-issued or department-approved PPE items, as listed below, shall be worn or utilized while on duty.
3. It shall be the responsibility of each individual to ensure their PPE is in good working order free from damage, accountable for issued items, and available for response at all times while on duty.
4. The appropriate level of issued PPE ensemble is required to be utilized on all emergency responses.
5. Newly issued fire coats and pants containing the harness system will supersede previous fire gear issue. Older gear shall be stored at the individual's assigned station and utilized as backup gear only when front line gear is out for cleaning or maintenance.
6. Department issued PPE items remain the property of the City of Winchester and shall not be disposed, donated, retained, or used when off duty for any reason without the prior written approval of the Fire Chief or his/her designee.

## ISSUED PPE

The following charts depict the current PPE items that will be issued to personnel. Older issued equipment will only be replaced through wear, expiration dates and through attrition of personnel. It is expected that all personnel wear/utilize the latest equipment as issued.

### Fire Helmet

<p>Manufacturer: Cairns Helmets Description: Cairns 1044 Model: C-TRD Color: Black (Firefighter-Lieutenant) Quantity: One (1)</p>	
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<p>Manufacturer: Cairns Helmets Description: Cairns 1044 Model: C-TRD Color: White (Chief Officers) Quantity: One (1)</p>	
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<p>Manufacturer: Honeywell  Description: Honeywell First Responder  Model: EV1TR00HR  Color: Red (Probationary)  Quantity: One (1)</p>	
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Fire Helmet Shield

<p>Manufacturer: The Fire Store  Description: Leather Shield  Model: FS6003AWB  Color: Black (Firefighter)  Quantity: One (1)  (See SOP 2.12 – Uniforms for rank specifics)</p>	
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<p>Manufacturer: The Fire Store  Description: Leather Shield  Model: FS6003AWB  Color: White (Officers)  Quantity: One (1)  (See SOP 2.12 – Uniforms for rank specifics)</p>	
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Protective Fire Hood

<p>Manufacturer: Majestic Fire Apparel  Description: Majestic PACII PBI  Model: PACII-PBI-BLK  Color: Black  Quantity: One (1)</p>	
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SCBA Mask

<p>Manufacturer: Scott Health and Safety  Description: SCBA Mask  Model: AV3000  Color: N/A  Quantity: One (1)</p> <p><b>**Fit Testing Required**</b></p>	
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## Fire Coat

<p>Manufacturer: Honeywell Description: Morning Pride Tails Bronze Model: BPR-4232 Spec ID: VAWINN00015 Color: Bronze Quantity: One (1) <i>(As per City of Winchester Contract)</i></p>	
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## Fire Pants

<p>Manufacturer: Honeywell Description: Morning Pride Pants Bronze Model: BPR-4232 Spec ID: VAWINN00016 Color: Bronze Quantity: One (1) <i>(As per City of Winchester Contract)</i></p>	
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## Fire Gloves

<p>Manufacturer: InnoTex Description: Fire Gloves Model: 95 Color: Black Quantity: One Pair (1)</p>	
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## Fire Boots

<p>Manufacturer: Pro Warrington Description: 14" Pull-on Cross Tech SG Model: 5006SG Color: Black Quantity: One Pair (1)</p>	
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## Traffic Vest

<p>Manufacturer: Galls Description: Zip-N-Rip Traffic Vest Model: HS267 Spec ID: N/A Color: High Vis Orange/Yellow Quantity: One (1)</p>	
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## Safety Glasses

<p>Manufacturer: Elvex Description: ANSI Z87.1 or CE EN-166 Model: Avion Slim, SG-18C-AF-Slim-Blk Spec ID: N/A Color: Clear/Black Quantity: One Pair (1) &amp; Case</p>	
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## Ear Protection

<p>Manufacturer: Elvex Description: Ear Plugs, 25db NRR Model: EP-412 Spec ID: N/A Color: Blue Quantity: One (1)</p>	
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## Bail-Out System

<p>Manufacturer: Sterling Rope Company Description: Lighting GT Hook Model: HWHOOKLG 13155M Spec ID: N/A Color: Red Quantity: One (1)</p>	
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<p>Manufacturer: CMI Corp.  Description: Quick Escape Device  Model: QXDNFPA  Spec ID: N/A  Color: Red  Quantity: One (1)</p>	
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<p>Manufacturer: Omega Pacific, Inc.  Description: Alum. Carabineers  Model: OP12A36LNFPFA  Spec ID: N/A  Color: Silver  Quantity: Two (2)</p>	
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<p>Manufacturer: SPO Sterling Escape Tech  Description: 7.5mm Heat Resistant, High Strength Escape Rope  Model: OP12A36LNFPFA  Spec ID: N/A  Color: N/A  Quantity: 50' Length</p>	
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## **CLEANING and CARE**

It shall be the responsibility of all personnel to maintain proper working order of all issued PPE. Special gear cleaning solution is available at Shawnee Fire Station for the laundering of PPE garments. All other items shall be cleaned as per manufacturer recommendations.

PPE shall be cleaned after each use in an IDLH atmosphere. Refer to SOP-8.7 IDLH Air Monitoring for more information concerning contaminants.

## **INSPECTION/TESTING and REPAIRS**

All personnel are responsible for inspecting their gear on a daily basis and following incidents where their PPE was used. Any deficiencies with gear shall be reported to their supervisor immediately. Gear may be sent out for inspection and repair to a facility that is approved by the Manufacturer. The PPE ensemble should be sent out for cleaning when normal cleaning proves not to be sufficient. Any repair or cleaning issues shall be reported to the Operations Deputy Chief or his/her designee.

## **INVENTORY and REPORTING**

The gear committee will be responsible for the maintenance of the department inventory for PPE. Inspection, testing and repair information shall be logged within the department reporting software along with each PPE item.

## **PPE REQUEST**

Upon hire, Probationary EMT/Firefighters will be issued the entire PPE ensemble as listed. Replacement for worn or misplaced issued PPE items shall be accomplished by completing the attached "PPE Request" form and submitting to your supervisor. PPE request will only be approved after a need assessment has been completed by the supervisor and fulfilled with a one-for-one exchange. A master PPE request file will be kept in the Fire and Rescue office for reference.



Winchester Fire and Rescue Department  
**PERSONAL PROTECTIVE EQUIPMENT  
REQUEST**

Employee Name: \_\_\_\_\_ Date: \_\_\_\_\_

Station/Shift Assignment: \_\_\_\_\_ Reason for request: \_\_\_\_\_ New Issue \_\_\_\_\_ Replacement

PPE Item	Size	Qty.	Reason for Request
Fire Coat			
Fire Pant			
Protective Fire Hood			
Fire Helmet			
Fire Gloves			
Fire Boots			
SCBA Mask			
Suspenders			
Traffic Vest			
Safety Glasses			
Ear Plugs			
Lighting GT Hook			
CMI-QXD			
Carabineer			
Rope			

Employee Signature: \_\_\_\_\_

Supervisor Use

Supervisor Review Notes:

\_\_\_\_\_  
\_\_\_\_\_

Supervisor Recommendation: \_\_\_\_\_ Approved \_\_\_\_\_ Not Approved (Check One)

Supervisor Signature: \_\_\_\_\_

Office Use

Request Fulfilled By: \_\_\_\_\_ Date: \_\_\_\_\_