

	Queen Anne's County Fire & EMS Commission Operations Manual	No. 06.01
		Effective Date: May 2, 2013
	Fire Station and/or Company Standards	Revised Date: June 3, 2021

I. SCOPE

- A. This standard applies to all Queen Anne's County Fire Department's.

II. PURPOSE

- A. To establish standards for operating and maintaining a Fire Department within Queen Anne's County.

III. RESPONSIBILITY

- A. All Queen Anne's County Fire Department's will be responsible for ensuring strict adherence to this standard.

IV. STANDARD

- A. Active membership consisting of at least twenty (20) members which shall include at least three (3) active line officers.
- B. At least three (3) trained active operators to be appointed to drive and operate the apparatus. These operators shall be thoroughly familiar with the operation of the apparatus and will be under the direct supervision and guidance of the Chief Officer.
 - 1. All vehicle operators will have a valid Maryland Driver's License according to Maryland State Laws that is in compliance with the type of vehicle or apparatus being driven.
 - 2. Stations may also have vehicle operators with an Emergency Vehicle Operator Card that follows the FEC policy number 01.04.

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- C. All Company applicants must be at least sixteen (16) years of age with parent's written consent before being eligible for membership. Those potential members under eighteen (18) years of age must complete a Workmen's Compensation Commission Form to be kept in the member's personal file. Under the age of sixteen (16) years of age is at each station discretion, according to their By-Laws.
- D. Each Company will have a minimum of ten (10) active members who have successfully completed the current Firefighter 1 Training as conducted by the Maryland Fire & Rescue Institute of the University of Maryland or equitant.
- E. Training with an experienced member shall be conducted on a regular basis. Records of what the training consist of and members that were present will be kept.
- F. Each Company will use the Maryland Fire Information Reporting System and will send their completed reports to the Maryland State Fire Marshal's Office monthly.
- G. Each Company will have a heated Fire Station of adequate size and construction for the housing of all apparatus and equipment. Each Company shall have adequate insurance coverage for building and equipment. All stations should have emergency power capabilities. All boats and non-fire suppression vehicles are exempt.
- H. Each Company will have a suitable means of receiving an alarm.
- I. Each Company will have at least ten (10) sets of turnout gear. All protective equipment will meet or exceed NFPA 1971.
- J. All SCBA and Cascade bottles will be hydro-tested per manufacturer's specifications. A copy of the test results will be kept on file at each individual fire station.
- K. All fire hose will be tested annually to meet NFPA 1962 standard and a record of such tests will be kept on file at each individual fire station.

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- L. All ground ladders will be tested annually to meet NFPA 1932 standard and a record of such tests will be kept on file at each individual fire station
- M. Each Company shall have a cascade system or compressor capable of re-filling its own breathing air cylinders. The air in the filling station will be tested by authorized agency on a quarterly basis. A copy of the test results will be kept on file at each individual fire station.
- N. All new/used equipment purchased must be inspected by the Standards Committee of the Fire and EMS Commission prior to being placed in service.
- O. Any proposed changes or new standards must be submitted in writing to the Standards Committee of the Fire and EMS Commission for review. The proposed change or new standard will then be brought to the FEC meeting and voted on if there are no further discrepancies.
- P. All Ladder Trucks to have aerial ladders tested every two years by an authorized agency and a copy will be kept on file at each individual fire station.
- Q. The Standards Committee of the Fire and EMS Commission has full authority in matters dealing with the compliance of any and all standards set forth by the Fire and EMS Commission. The Standards Committee can recommend to the Fire and EMS Commission that a piece of equipment be placed out of service for failing to comply. The Standards Committee can also recommend that a newly acquired piece of equipment not be placed in service for failing to comply.

1.

William H. Faust, Chairman

2. Queen Anne's County Fire & EMS Commission