

## **SECTION 9**

### **CODE 9 – MUNICIPAL FIRE DEPARTMENT CODE 91 / 92 INDUSTRIAL MUTUAL AID ASSISTANCE**

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**1. MUTUAL AID ASSISTANCE:**

- 1.1 A request for mutual aid assistance is divided into three categories
  - a) Code 9 – Municipal Fire Department Assistance
  - b) Code 91 – Specific industrial emergency response assistance
  - c) Code 92 – Designated Industrial emergency response

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**2. INFORMATION CVECO MEMBERS WILL PROVIDE:**

- 2.1 When provided with an emergency situation that requires municipal and possibly industrial fire department assistance, the CVECO member will issue the appropriate CVECO Code over the CVECO radio

[Index](#)**2. INFORMATION CVECO MEMBERS WILL PROVIDE:**

- 2.2 Under CVECO agreement, CVECO members are to provide information as outlined on the “CVECO Code Notification Checklist”.
- 2.3 Complete the CVECO Code Notification Checklist and fax to Sarnia Fire/Police Dispatch
- 2.4 If not done with the activation of the code, and the submission of the CVECO checklist (within 10 minutes), the Plant Dispatcher will supply information as soon as reasonably possible.
- 2.5 Fax MSDS product information to the Sarnia Fire/Police Dispatcher. To the Sarnia General Hospital (if warranted).
  - Use the notification checklist as a coversheet when faxing MSDS sheets.

[Index](#)**3. CVECO MEMBER PROCEDURES:**

- 3.1 Each CVECO member will have internal emergency procedures that will outline their actions and/or response to a Code 9, 91 or 92.
- 3.2 As a minimum the procedures will include.
  - Information the Plant Dispatcher will provide Police/Fire Dispatch.
  - Notification to site personnel, neighbours and area agencies
  - Response to mitigate the emergency
  - Determining, contacting, staging and coordinating required mutual aid assistance

[Index](#)**4. CODE 9 - "MUNICIPAL" FIRE DEPT ASSISTANCE:**

- 4.1 A Code 9 is a request for municipal fire department assistance.
- 4.2 The call will be to the Sarnia Fire/Police Communications Centre by radio (Code 9) or by phone (911).
- 4.3 Traffic Control will not be implemented to any Code 9 calls, unless a Code 6 is additionally requested along with the Code 9 request.
- 4.4 If the incident is in Area 2, the Sarnia Police Communications Centre will contact the Central Ambulance Communications Centre (CACC) in Wallaceburg to dispatch the St. Clair Township Fire Department.
- 4.5 The Municipal Fire Department may request industrial mutual aid on a Code 5, or on a response to an industrial plant (Code 91 or 92).
- 4.6 The CVECO member requesting the response, will provide a safe direction of approach and the location of their staging area.
- 4.7 Municipal Fire Rescue Service (MFRS) will report to the staging area
- 4.8 The MFRS Incident Commander will make contact with the Industrial IC when they arrive at the incident scene who will wearing a white "Incident Command" vest.
  - The municipal and industrial IC's will now work with the unified command structure.

- Note: On Code 9 calls the Municipal Fire/Rescue Service will be the lead agency and act as the Municipal Emergency Site Manager.
- If a Code 6 is issue the Police will be the lead agency
  - Police Services will now fill the role of the Municipal Emergency Site Manager.
  - Fire/Rescue continues as the lead agency with on-scene emergency operations.

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**5. ADDITIONAL MUNICIPAL MUTUAL AID:**

- 5.1 A CVECO member can only request additional municipal mutual aid assistance from the Fire/Rescue Service within their own geographical area.
- 5.2 If assistance from other Municipal Fire/Rescue Departments is required, it will have to be arranged by through the Incident Commander of their home municipal Fire/Rescue Service.

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**6. LAMBTON COUNTY MUTUAL AID COORDINATOR:**

- 6.1 Chief Richard Boyes of Sarnia Fire & Rescue Service is the present Lambton County Fire Co-ordinator for mutual fire aid.
- 6.2 The Fire Co-ordinators responsibility is limited to co-ordinating the response of fire department(s) providing mutual aid assistance and cover-up assignments for areas that have been depleted of their response forces.
- 6.3 In Area 1 and Area 3 The Sarnia Fire/Rescue IC in conjunction with the Industrial IC, will contact their Dispatch and request the required additional municipal mutual aid department(s) and apparatus.
- 6.4 In Area 2 the St. Clair Township Fire/Rescue IC in conjunction with the Industrial IC, will contact CACC in Wallaceburg and request the required additional municipal mutual aid department(s) and apparatus.
- 6.5 CACC will then contact the Sarnia Fire/Police Dispatch to advise the Lambton County Fire Coordinator of the activation.

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**7. CODE 91 “SPECIFIC” INDUSTRIAL MUTUAL AID:**

- 7.1 A Code 91 is a request for specific industrial firefighting equipment.
- This event requires resources over and above those of the individual industry and municipality
- 7.2 The CVECO member making the request will state clearly the company who has the equipment and the type of apparatus an/or equipment they require.
- Reference Appendix C “Mutual Aid Inventory” for a catalog of available apparatus and equipment
- 7.3 To issue a Code 91 over the CVECO radio, reference “section 2.1 part b” for a sample transmission
- A CVECO notification checklist is not required on a Code 91 as a Code 9 would already have been issued before this request
- 7.4 The CVECO member that equipment was requested from shall acknowledge the request for assistance over the CVECO radio.
- If the requested industries cannot respond, they shall indicate so on the CVECO radio and a request can then be made of another industry.
- 7.5 Those industries identified by name shall respond immediately with a minimum two person response team and the apparatus/equipment requested

[Index](#)**8. CODE 92 “IMMEDIATE” INDUSTRIAL MUTUAL AID:**

- 8.1 A Code 92 is a request for a response by industrial fire departments
- 8.2 Six CVECO member companies have been designated to provide immediate response when a Code 92 issued
- 8.3 To issue a Code 92 over the CVECO radio, reference “section 2.1 part c” for a sample transmission
- A CVECO notification checklist is not required on a Code 91 as a Code 9 would already have been issued before this request
- 8.4 The following five companies shall respond immediately with a minimum two person response team
- Bayer - Truck #175 (1,000 gallons of AR/AFFF Foam)
  - Dow – Ladder #1 (1,300 gallons of AFFF/ATC Foam)
  - Nova Corunna – Pumper #4) (1,000 gallons of AFFF/ATC Foam)
  - Shell – R258 (1,000 gallons of AFFF Foam)
  - Suncor - FT4 (1,000 gallons of AFFF/ATC Foam)
- 8.5 Each designated responder shall acknowledge the request for assistance over the CVECO radio
- If the requested industries cannot respond, they shall indicate so on the CVECO radio and a request can then be made of another industry.
- 8.6 ESSO is willing to respond when a Code 92 is issued but response time will be 30 to 45 minutes.
- ESSO – Tele-Squirt #1 (800 gallons of AFFF/ATC Foam)

[Index](#)**9. REQUESTING INDUSTRIAL MUTUAL AID:**

- 9.1 When provided with an emergency situation that requires mutual aid assistance the CVECO member will issue a Code 9, 91 or 92.
- Code 9 – Municipal Fire Department Assistance
  - Code 91 – Specific industrial emergency response assistance
  - Code 92 – Industrial emergency response assistance
- 9.2 The CVECO member requesting the response will provide a safe direction of approach and the location of their staging area.
- If your company is asked to respond, you are required to notify the company requesting the assistance if you cannot respond in a reasonable amount of time.
- 9.3 Each designated responder shall acknowledge the request for assistance over the CVECO radio and their estimated time of arrival.
- If the requested industries cannot respond, they shall indicate so on the CVECO radio and a request can then be made of another industry.
- 9.4 The mutual aid responders (IC) will report to the incident staging area and attempt to make contact with the facility Incident Commander (IC) through the CVECO tactical channel
- 9.5 The facility Incident Commander will provide details of where each individual responding apparatus will position themselves at the scene and what task the Incident Commander may want them to carry out.
- The responding mutual aid Incident commander now fills the role of a “sector officer” (for his company) and reports to the (facility) incident Commander
- Note: When requesting industrial or municipal mutual aid, the Incident Commander must always assume overall command of all responding fire companies and should communicate and coordinate operations with the responders.
- This includes, command, personnel accountability, scene safety, rapid intervention teams etc.

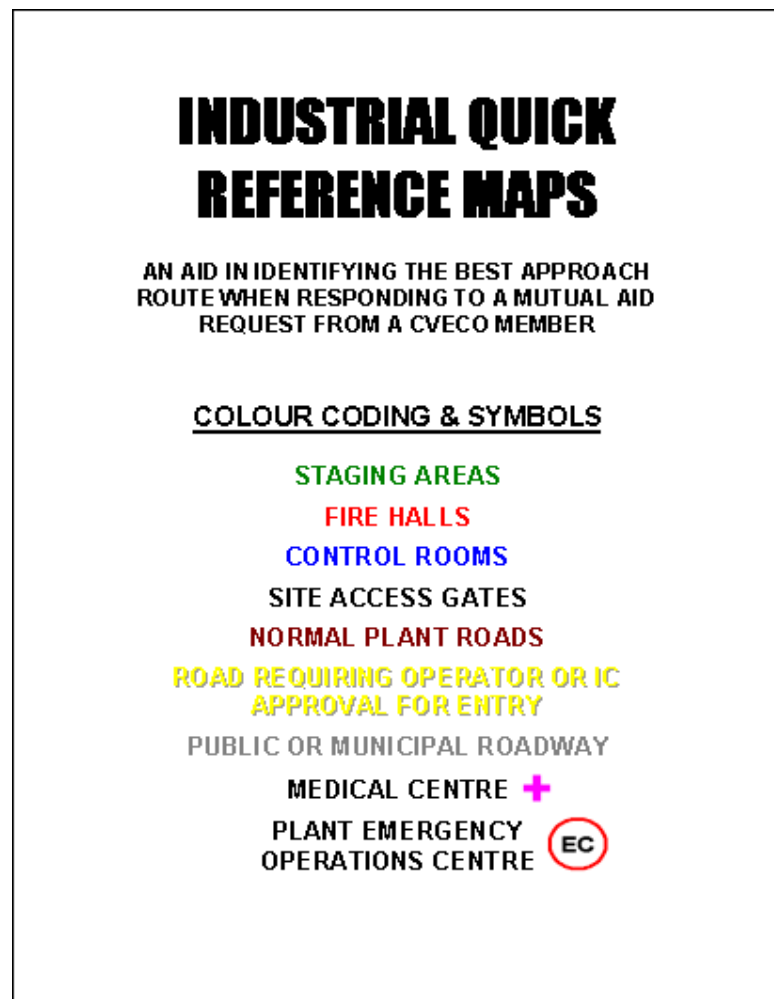


[Index](#)**10. HOME DEPARTMENT EMERGENCY ASSISTANCE:**

- 10.1 There could be a time when the industry that provided mutual aid assistance, may need its response equipment back at its home site.
- 10.2 The company's on-scene sector office will advise Incident Command (IC) that their services are required back at their plant.
- 10.3 Incident Command will arrange for apparatus to replace the home department's equipment at the emergency scene.
- 10.4 If required, the IC will release response apparatus from the staging area to respond to the home department's facility to provide assistance.
- 10.5 Once relieved the home apparatus will return to their plant.

[Index](#)**11. DESIGNATED STAGING AREAS:**

- 11.1 Each CVECO member is expected have a primary and secondary staging area
- 11.2 When the CVECO member requests assistance they should supply all responding apparatus with the locations of their staging area.
- 11.3 CVECO responders may reference a separate CVECO manual “Industrial Quick Reference Maps” for plant information



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**12. ALL CLEAR :**

- 12.1 This notification indicates that the incident has been ended.
- 12.2 When a Code 9 (or Code 6) has been issued, municipal authorities, on the advice of industry will issue the “all clear”.
- 12.3 The Industrial Emergency Site Manager (IESM) in conjunction with the Municipal Emergency Site Manager will issue the “all clear” on behalf of the CVECO member with the problem.
- 12.4 The Industry Dispatcher on instructions from the IESM will advise Fire/Police Dispatch of the all clear. The Fire/Police Dispatcher will then issue the “all clear” over the CVECO radio.
- 12.5 The criteria to determine the all clear will be as follows:
- a) Plant Operations ensures process unit shut down or is operating in a safe manner.
  - b) Industry environmental and/or health officials ensures all air monitoring measures below the acceptable safe limits
  - c) Incident Commander ensures the leak has stopped, spill has been contained, vapours suppressed and/or any fire is extinguished.
  - d) Industrial Emergency Site Manager and the Municipal Emergency Site Manager has confirmed the “all clear” criteria have been met.

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**13. MUTUAL AID EXPENSES:**

- 13.1 When responding to a call for mutual aid assistance, through CVECO, each responding agency will be responsible for their own salaries and costs related to personnel.
- 13.2 The agency experiencing the incident will be responsible for replenishing materials consumed such as foam, or reimbursing for their costs.

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**14. REVISION HISTORY:**

Date	By	Description
1970		Original
Jan. 08/03	Fire Sub-Committee	Reviewed. Added revised CVECO incident management criteria
Oct. 15/03	Fire Sub-Committee	Reviewed. Code 91 expanded. Code 92 response criteria created. All clear criteria added.

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The latest revision to this procedure was approved by:

Fire Sub Committee      October 15, 2003

CVECO Executive      November 04, 2003

CVECO General Membership      November 12, 2003