



CONCORD FIRE DEPARTMENT EXPLORER POST 2354



GUIDELINES & REGULATIONS

Revised 04.14.2010

1. Explorer I

1.1. Requirements

- 1.1.1. 14 years old and have completed the 8th grade
- 1.1.2. Recruited through Jr. & High school career interest survey or by word of mouth
- 1.1.3. Learning-For-Life application completed. Registration fee due upon receipt of application
- 1.1.4. Concord Fire Department Explorer Post application and release of injury completed

1.2. Probationary Status

- 1.2.1. 3 month probation period (Probation to start upon receipt of **ALL** completed paperwork)
- 1.2.2. Probationary status explorers will be placed on the roster, however will not be assigned a shift
- 1.2.3. Must complete and pass written regular status test

1.2.3.1. Probationary Uniforms

- 1.2.3.1.1. Probationary Explorers uniforms will consist of orange tee-shirt (**provided**), dark navy pants, belt with silver buckle, and black shoes (**self provided**)

1.3. Regular Status

- 1.3.1. Must attend **60 %** of post activities
- 1.3.2. Must pass regular status test with an **80%** or better
- 1.3.3. Shall maintain a **minimum of 2.00 GPA** to participate in post activities
- 1.3.4. No facial hair that would impede with an SCBA mask
- 1.3.5. Explorer ID cards and Accountability tags will be issued

1.3.5.1. Regular Status Uniforms

- 1.3.5.1.1. Regular Explorers uniforms will consist of gray tee-shirt (**provided self paid**), dark navy pants, belt with silver buckle, and black shoes (**self provided**)
- 1.3.5.1.2. Uniforms are **ONLY** to be worn while attending an explorer meeting or explorer approved event
- 1.3.5.1.3. At no time are **ANY** explorer allowed to wear Concord Fire Department clothing
- 1.3.5.1.4. **ALL** explorers are to wear proper clothing while on Township Property

1.4. Explorer Activities

- 1.4.1. Attend post meetings (hands-on & classroom)
- 1.4.2. Attend off campus actives including out of town trips, and tours of various facilities
- 1.4.3. Respond to an emergency incident as an observer **ONLY**

2. Explorer Testing

2.1. Written Tests

- 2.1.1. Air bottle, smoke detector, and Concord fire department's policies, procedures, and guidelines
- 2.1.2. Apparatus knowledge
- 2.1.3. Knowledge of equipment names & purposes

2.2. Practical Tests

- 2.2.1. Changing an air bottle
- 2.2.2. Loading a cross lay
- 2.2.3. Taking a blood pressure
- 2.2.4. Loading and unloading the cot

3. Explorer II

3.1. Requirements

- 3.1.1. 16 years old
- 3.1.2. 1 full year in the post (**off probation**)
- 3.1.3. Recommendation from advisors & executive committee
- 3.1.4. Chiefs approval
- 3.1.5. Must complete and pass all explorer II tests

3.2. Probationary Status

- 3.2.1. 6 month probation period (Probation to start upon approval of executive advisors and chiefs approval)
- 3.2.2. Must fill out compliancy skill sheets

3.3. Regular Status

- 3.3.1. Must attend 75 % of post activities
- 3.3.2. Must comprehend rules and regulations
- 3.3.3. Shall maintain a minimum of **2.50 GPA** to be eligible for the ride along program
- 3.3.4. Explorer II's will carry with their turn-out gear with them

3.3.4.1. Regular Status Uniforms

- 3.3.4.1.1. Regular Explorer II uniforms will consist of grey polo shirt (**provided**), job shirts in cold weather, dark navy pants, belt with silver buckle and black shoes or boots (**self-provided**)
- 3.3.4.1.2. Uniforms are **ONLY** to be worn while attending an explorer meeting or explorer approved event

3.4. Explorer Activities

- 3.4.1. Assist on an emergency incident
- 3.4.2. Participate in the ride-along program

4. Ride along Program

4.1. Requirements

- 4.1.1. Must have passed all written and practical test
- 4.1.2. Signed off by lead advisor and Fire Chief
- 4.1.3. Must follow **guideline 4.4 Response Policy**
- 4.1.4. Follow **Section 5 Emergency Incidents**

4.2. Scheduling

- 4.2.1. Eligible explorer II's will fill out an availability sheet and turn them into the lead advisor
- 4.2.2. There is an Explorer schedule attached to the Concord duty schedule
- 4.2.3. Explorers will be able to ride from 1500 to 2100 on school days. 2200 on Friday nights
- 4.2.4. Explorers will be able to ride from 0800 to 2200 on non school nights

4.3. Station Duty

- 4.3.1. All explorers **shall call** the night before their shift to remind the shift officer he or she will be riding along
- 4.3.2. Should an explorer sign up for shift duty and not show up, unless sick, will be written up as a **no call no show**.
- 4.3.3. Three write ups, and the explorer in question will lose **ALL** ride along privileges. It will also be part of their permanent record.
- 4.3.4. Any explorer II on an emergency incident and a non eligible call is dispatched, he or she will remain in the vehicle they are riding in. Unless directed by the OIC to move to another piece of apparatus.

4.4. Response

4.4.1. Eligible Calls (**all calls can be overridden by OIC**)

- 4.4.1.1. Medical call
- 4.4.1.2. MVA's
- 4.4.1.3. Fire Alarms
- 4.4.1.4. Structure fires
- 4.4.1.5. Entrapments , trench collapse

4.4.2. Non-eligible calls

- 4.4.2.1. Suicides
- 4.4.2.2. Domestic or Violent crime (shootings, fights, stabbings, etc)

4.4.2 Continued

4.4.2.3. Haz-Mat

4.4.2.4. Radiation hazards

4.4.2.5. Psychological or mental illness

4.4.3. All Explorer II's will ride in the 1310 car, unless other-wise directed to ride in another vehicle

4.4.4. From Home

4.4.4.1. When responding from home report to station 1 first (wait for instructions)

4.4.4.2. If driving must have a valid Driver's License

4.4.4.3. Have Explorer ID available and Turnout gear ready

4.4.4.4. Report directly to command

4.4.4.5. Turn in accountability tag to accountability officer

4.4.4.6. **Explorers are NOT permitted to respond with any visual or audio warning devices!!! Even if a firefighter on a fire department.**

5. Emergency Incidents

5.1. On scene activities

5.1.1. Permitted Activities

5.1.1.1. Air Bottle Changing

5.1.1.2. Taking Photos (as directed)

5.1.1.3. Dressing and undressing of the hydrant

5.1.1.4. Carrying of ladders

5.1.1.5. Reloading of hose lines

5.1.1.6. Getting equipment off the fire apparatus

5.1.1.7. Helping with crowd control (get assistance from S.O. if available)

5.1.1.8. Backing of fire department vehicles (in a safe manner)

5.1.1.9. Assist with IC operations

5.1.1.10. Assist with rehab

5.1.1.11. Assist victims

5.1.1.12. Watering of hot spots (once fire is under control)

When you, the explorer II are on-scene, you are allowed to participate in the following activities in a safe & orderly fashion as ordered by the OIC or firefighter unless, the participation would or could endanger your life or the life of others.

5.1.2. Prohibited Activities

5.1.2.1. Close proximity to exposed electrical hazards

5.1.2.2. Participation in extrication activities

5.1.2.3. Operation of any public safety vehicle

5.1.2.4. Interior firefighting or rescue operations

5.1.2.5. Direct traffic

5.1.2.6. Operation in the hazard zone (area in which SCBA must be worn, structure collapse is eminent, hose lines and ladders are being placed and operated)

5.1.2.7. Do not talk to any media (refer them to the IC)

5.1.2.8. Do not arrive before any Concord fire units

If asked to perform any task that would endanger your life or the life of others **refuse and report to command.**

6. Meetings

6.1. Rules

6.1.1. We have a **ZERO** tolerance policy on **ANY** physical violence

6.1.2. Respect all advisors, explorer officers, and fire personnel

6.1.3. Respect fire equipment and others personal property

6.1.4. Represent the post and department in a respectable manner

6.1.5. Meeting will be held every other Monday from 6:30 to 9:00 at Concord Station 1

6.1.6. If a member is going to be absent from a meeting he or she must notify the Line Captain

6.1.7. Meeting subjects should be discussed and decided at the previous meeting

6.2. Dues

- 6.2.1. First meeting of every month explorers are asked to pay \$5.00 for dues
- 6.2.2. Explorers are able to pay in advance
- 6.2.3. Lacking on post dues **WILL NT BE TOLERATED**
- 6.2.4. If a member is having trouble paying their dues he /she can talk to the post advisor

6.3. Medical/ Trauma Emergencies

- 6.3.1. Any explorer suffering from a medical or traumatic ailment, while at any Concord Fire explorer activity, shall be transported to the most appropriate hospital, with the direct discretion of the Post Advisor and or the Concord Fire Department.
- 6.3.2. If any explorer who is under the age of 18, a parent or guardian will be contacted in due process to inform them of the incident
- 6.3.3. The post advisor (if available) will accompany the explorer to the hospital. If unavailable an associate advisor will present

6.4. Discipline

- 6.4.1. Should any explorer engage in any unsafe activity at any time (ride-along, on-scene, or at the station, and meetings) they should be corrected immediately by FD personnel
- 6.4.2. Should an explorer and any exhibit discipline problems, FD personnel shall report their action to the OIC who will dismiss & send the explorer home immediately.
- 6.4.3. The OIC should email the Fire Chief and CC a copy to FF Rodeheaver (post advisor)
- 6.4.4. All discipline will be determined by the post executive committee with the direction from the Fire Chief and head advisor.