31.01 **Purpose:**
To establish standard operating guidelines for responding to incidents on the roadway. These guidelines will help provide the safest possible work environment for all incident responders, while minimizing the risk for secondary crashes. Although these guidelines are in place, it is essential that proper judgment is used to assess each individual situation and to ensure the safety of all those involved.

31.02 **Definitions:**

**Advance Warning** – notification procedures that advise approaching motorists to transition from normal driving to that required by the temporary emergency traffic control measures and devices ahead of them.

**Block** – Positioning a fire department apparatus on an angle to the lanes of traffic creating a physical barrier between upstream traffic and the work area. Includes “block to the left” and “block to the right”.

**Buffer Zone** – The distance or space between personnel and vehicles in the protected work zone and nearby moving traffic.

**Downstream** – The direction that traffic is moving as it travels away from the incident scene.

**Safety Officer** – A member of the command staff responsible for monitoring and assessing safety hazards or unsafe situations, and for developing measures for ensuring personnel safety.

**Spotter** – A fire department member that is assigned to monitor approaching traffic and activate a portable air horn if the actions of a motorist do not conform to established traffic control measures in place at the roadway scene.

**Temporary Work Zone** – The physical area of a roadway within which the emergency personnel perform their fire, EMS, and rescue tasks at a vehicle-related incident.

**Transition Zone** – The lanes of a roadway within which approaching motorists change their speed and position to comply with the traffic control measures and devices established at an incident scene.

**Upstream** – The direction that traffic is traveling from as the vehicles approach the incident scene.
31.03 **Equipment:**
Designated apparatus shall be equipped with the following temporary traffic control devices:
1. “Emergency Scene Ahead” sign with stand.
2. Approved 28" cones with twin reflective rings.
3. ANSI 207-2006 approved safety vests.
4. Portable air horn.

31.04 **Response Procedures:**
1. Any TMFD operations occurring on roadways, highways, or in traffic shall follow these response guidelines to ensure the safety of responders and to prevent secondary accidents.
2. Whenever possible a safety officer should be assigned to any incident on the roadway.
3. When exiting apparatus, all firefighters except the driver shall exit to the off traffic side.
4. At no time shall apparatus park in one direction of traffic and cross a median wall to get to the temporary work zone.
5. All personnel working in or near traffic or roadways shall wear the following:
   A. Turnout bunker pants, boots, and gloves. Bunker coat shall be worn at the discretion of the officer.
   B. Helmet.
   C. ANSI 2-7-2006 approved safety vest or SCBA if engaging in suppression operations (high visibility vests are not required for operations where crews may be directly exposed to flame, fire, heat, and/or hazardous materials).
   D. EMS personnel shall wear an approved high visibility safety vest while working on ANY roadway in the town.

31.05 **Highway 41, Highway 10/441, County CB:**
All TMFD operations (including EMS) occurring on any part of Highway 41, 10/441, or County CB shall adhere to the following response procedures:

A. A minimum of 2 apparatus shall respond to all incidents (except on calls where there is no accident but EMS is needed when 1 apparatus to be used for protection is sufficient). All other apparatus shall remain in quarters unless more apparatus are requested. Refer to TMFD section 17.12 to see which
apparatus should respond for an incident. One apparatus shall be used to provide a block for the temporary work zone.

B. The first arriving apparatus shall position itself at an angle with the front wheels turned to direct the apparatus away from personnel in the event of a collision. Their first priority is to investigate and complete a size-up. The following should be determined during the size-up:

1. Location of incident (on road, off road, etc.).

2. Extent of incident.

3. If the vehicle is a hybrid or alternative fuel vehicle

4. Need for additional resources.

5. Number of lanes to be closed, if any.

6. Speed of traffic.

7. Sight distance available for coming traffic.

8. Need for additional traffic control devices.

C. The second arriving apparatus shall be used as a block for the temporary work zone. They shall position the apparatus allowing for an adequate buffer zone for crews working at the scene. They shall deploy the “Emergency Scene Ahead” sign and work with law enforcement to set up an advanced warning and transition area. One person from this apparatus shall safely walk up to the incident and act as a spotter for traffic. This firefighter's only job is to watch traffic and alert working crews of any dangers that may be approaching (portable air horn shall be used to alert crews). The remainder of the crew shall assemble off the roadway, away from traffic and their apparatus. If during the size-up, it is determined that another apparatus is needed, the second due apparatus shall respond in to assist and a third apparatus shall respond to provide a block for the temporary work area. This process shall repeat itself if more apparatus are needed at the scene.

D. When the incident is complete, the blocking apparatus shall be the last apparatus to leave the scene.

31.06 Any Town Roadway or Street Other Than 10/441, 41, or CB:

All TMFD operations occurring on any roadway or street (public or private) other than Highway 41, 10/441, or County CB shall adhere to the following response procedures:
Apparatus shall respond in accordance with TMFD SOG section 17.12. Once on scene, the apparatus shall position itself at an angle with the front wheels turned to direct the apparatus away from personnel in the event of a collision. The driver shall ensure an adequate buffer zone for the personnel working at the incident. All other apparatus shall remain in quarters unless more apparatus are requested.

A. The first arriving apparatus shall investigate and conduct a size-up. The following should be determined during the size-up:

1. Location of incident (on road, off road, etc.).
2. Extent of incident.
3. If the vehicle is a hybrid or alternative fuel vehicle.
4. Need for additional resources.
5. Number of lanes to be closed, if any.
6. Speed of traffic.
7. Sight distance available for coming traffic.
8. Need for additional traffic control devices.

C. Traffic cones shall be set up in such a fashion that traffic can be diverted safely away from the temporary work zone. If it is determined that we will be on scene longer than 30 minutes, the “Emergency Scene Ahead” sign shall be deployed upstream from the apparatus.

D. Whenever possible, one person from the crew should be used as a spotter for traffic. This firefighter’s only job is to watch traffic and alert working crews of any dangers that may be approaching. The alert shall be made using a portable air horn.

Safety cones, warning signs, apparatus, and other equipment should be used to direct traffic. At no time should a firefighter stand in or near traffic to direct approaching vehicles.