

General Order: **02-03**

Effective Date: November 1, 2002

Revision Date:

**City of Lancaster Fire Department  
General Orders**

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**Title: Personal Protective Equipment (PPE)**

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**Originator – Fire Chief (Signature/Date):** \_\_\_\_\_

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It is the intent of the Lancaster Fire Department to provide and maintain a complete set of quality protective clothing (PPE) for all fire protection personnel who may be exposed to hazardous conditions from fire or other emergencies, and where the potential for such exposure exists. This policy applies to all LFD members who may engage in emergency responses.

This policy is intended to comply with NFPA 1851 and Texas Commission on Fire Protection standards, addressing the following areas:

- Record keeping system
- Providing instructions when PPE issued
- Risk assessment to determine proper selection of PPE
- Inspection policies
- Cleaning and decontamination procedures
- Repair policy
- Storage policy
- Retirement, disposition, and special incident procedures.

**Definitions**

**Complete set of protective clothing (PPE):** Shall consist of garments including bunker coats, bunker pants, boots, gloves, helmets, and protective hoods

**Accessories:** Those items that are attached to an ensemble or ensemble element but designed in such a manner to be removable from the ensemble or the element and that are not necessary to meet the requirements of the standard. Such accessories include but are not limited to utility belts, harnesses, backpacks, tools, tool packs, radios, radio packs, suspenders, lights, and heat sensing devices.

**Advanced cleaning:** The thorough cleaning of ensembles or elements by washing with cleaning agents.

**Contract cleaning:** Cleaning conducted by a facility outside the organization that specializes in cleaning protective clothing.

**Routine cleaning:** The light cleaning of ensembles or elements performed by the end user without tasking the elements out of service.

The above are a limited number of definitions for the purpose of this policy. Other definitions may be found in NFPA 1851, section 1.3.

**Record keeping system:**

The LFD will compile and maintain records on their structural fire fighting protective ensembles or ensemble elements per NFPA 1851, section 2.3.2.

Each individual firefighter is responsible for the routine cleaning of the ensemble that they have been issued, the monthly inspection, and ensuring that the appropriate forms have been returned to Sta 1.

**Instructions when issued PPE:**

When issuing new structural fire fighting ensembles and ensemble elements, LFD will provide users with the instructions provided by the manufacturer on the care, use, and maintenance of their protective ensembles or elements, including any warnings provided by the manufacturer.

LFD will retain a copy of the manufacturer's instructions regarding the care, use, and maintenance of their protective ensembles for reference purposes.

**Risk assessment to determine proper selection of PPE:**

Structural fire fighting ensembles and ensemble elements purchased by LFD will meet or exceed requirements of NFPA 1971, and are certified as being compliant with NFPA 1971 by a third-party certification organization, according to Selection and Purchase section 3.1 of NFPA 1851.

**Inspection policies:**

**Routine inspection:**

Each individual member shall conduct a routine inspection of his or her personal ensemble or ensemble elements on a monthly basis, and after each use. LFD establishes what constitutes "use" to at least include each time the element is exposed, or is suspected of having been exposed, to damage or contamination. On the first shift of the month, a routine inspection form shall be completed and turned in to Sta 1.

Routine inspection shall be in accordance with NFPA 1851, section 4.2 and/or manufacturers instructions.

**Advanced inspection:**

Advanced inspections of all protective ensembles and ensemble elements shall be conducted at a minimum of every 12 months, or whenever routine inspections indicate that a problem may exist. Members of the LFD who have received training in the inspection of structural fire fighting protective clothing and equipment shall conduct the advanced inspections.

Advanced inspections shall be in accordance with NFPA 1851, section 4.3 and/or manufacturers instructions.

**Cleaning and decontamination procedure:**

**Routine cleaning:**

A routine cleaning procedure will be conducted after each use on elements that are soiled. The wearer of the garments is responsible for the ensemble or ensemble elements. (Per NFPA 1851, section 5.2)

**Advanced cleaning:**

Every six months, advanced cleaning shall be performed on elements that have been issued, used, and are soiled. Station 3 will be responsible for performing and/or managing advanced cleaning. (Per NFPA 1851, section 5.3)

**Decontamination:**

Station 3 will be responsible for performing and/or managing decontamination procedures. (Per NFPA 1851, section 5.5)

**Repairs:**

Ensembles or ensemble elements that are worn or damaged shall be removed from service, red tagged with problem description and name of wearer, and sent to Station 1. Garment will be repaired by the manufacturer or by a manufacturer-recognized repair facility consistent with the manufacturer's instructions and methods.

**Storage:**

Storage for ensembles and ensemble elements will be provided in accordance with NFPA 1851, section 7.1.

**Retirement, disposition, and special incident:**

**Retirement:**

LFD will retire ensembles and ensemble elements in accordance with NFPA 1851, section 8.1.

**Disposition:**

LFD will dispose of ensembles and ensemble elements in accordance with NFPA 1851, section 8.2.

**Special incident:**

LFD will retain custody of ensembles and ensemble elements in accordance with NFPA 1851, section 8.3.

**Equipment restrictions:**

**Turnout coat:**

Only department issued, NFPA approved turnout (bunker) coats will be used.

**Equipment restrictions (continued):**

**Turnout pants:**

Only department issued, NFPA approved turnout (bunker) pants will be used.

**Helmet:**

Only NFPA approved department issued or department approved helmets will be used.

**Boots:**

Only NFPA approved department issued or department approved pull on, non-lace-up bunker boots will be used.

**Gloves:**

Only NFPA approved department issued or department approved gloves will be used.

**Hood:**

Only department issued NFPA approved hoods will be used