



## PURPOSE

The purpose of this policy is to outline the procedures that are applicable following any emergency incident to where members of the Russellville Fire Department respond. Post incident procedures will vary depending on the magnitude of the incident.

## POLICY

The Battalion Chief or Incident Commander shall be responsible for initiating, ensuring and controlling post incident procedures. Post incident actions are essential for the following:

- The safety and recovery of citizens or fire victims
- Continued fostering of customer service
- Maintaining Department readiness and availability
- Assisting with fire cause investigation
- Analyzing the incident for improvement

Actions taken post incident include:

- Ventilation or housekeeping on minor incidents.
- Assist with securing the scene by locking doors, closing windows, applying “fire line” tape, etc.
- Securing scene for fire investigators or preservation of evidence.
- Reasonably protecting salvageable structures or contents by covering or protecting areas that might be exposed to weather or other inclement conditions.
- Provide scene control in order to protect citizens or fire victims from injury who may otherwise enter hazardous areas.
- Direct the retrieving of valuables for fire victims.
- Ensure that Department resources are safely and effectively returned to an available status following an emergency.
- Releasing assisting agencies in a timely manner.
- Assist citizens who were involved in the emergency incident in their efforts to recover from the effects of the emergency or refer the citizen to another resource that will render needed assistance.

Approved

Fire Chief



RUSSELLVILLE FIRE DEPARTMENT  
POLICY MANUAL

Policy Number:  
Section:  
Original Date:  
Revised Date:

- Ensure collection of data regarding emergencies for use in continued improvement in both emergency and non-emergency service delivery.
- The Department has a statutory requirement to keep records of fires and emergencies within its jurisdiction. A NFIRS Fire Report shall be filled out for every response that is assigned an incident number.
- Initiate and/or schedule a Post Incident Analysis (201.15) for major incidents, significant firefighter injuries, maydays or near misses, civilian fire fatalities, or any incident that the Fire Chief, Division Chief or Operations Battalion Chiefs believe would benefit the Department by capturing lessons learned.

Approved

Fire Chief

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