

	<p style="text-align: center;">NORTHERN WAKE FIRE DEPARTMENT</p> <p style="text-align: center;">STANDARD OPERATING PROCEDURES</p>
<p>TITLE: Watercraft Operation and Use</p>	<p>SECTION/TOPIC: Operations</p>
<p>NUMBER: 300-22</p>	<p>ISSUE DATE: 10/06/2022</p>
<p>REVISION DATES:</p>	<p>APPROVED BY: PRESIDENT – BOARD OF DIRECTORS</p> <p style="text-align: center;"><i>[Signature]</i></p> <p>FIRE CHIEF</p> <p style="text-align: center;"><i>Blah J. Wright</i></p>

I. PURPOSE

- A. The Purpose of this Standard Operating Procedure is to establish the required training, qualifications, and operations needed to operate a Northern Wake Fire Departments watercraft.

II. SCOPE

- A. This standard Operating Procedure applies to all personnel within the Northern Wake Fire Department.

III. Definitions

- A. AHJ – Authority Having Jurisdiction
- B. NWFD – Northern Wake Fire Department
- C. PFD – Personal Flotation Device
- D. USCG – United States Coast Guard

IV. QUALIFICATIONS

- A. No member of the NWFD shall operate any department watercraft until successful completion of the department’s watercraft training program
- B. ALL WATERCRAFT OPERATORS MUST BE ABLE TO SWIM. To insure and document this capability, candidates must first complete a Swim Test. The Swim Test will consist of the following items:

- C. Demonstrate your ability to swim a minimum of 100 yards, without the use of a Personal Flotation Device (PFD), using any style or combination of swim stroke(s).

After completing the swim, and in water of sufficient depth, tread water for five (5) minutes.

- D. The swim test will be supervised by department's training staff and/or qualified officers. At a minimum one (1) observer and one (1) safety swimmer will be present during the administration of the swim test.

- E. Completion of a boater's safety course.

1. The Boaters Safety Course by BoatUS - <https://www.boatus.org/boating-safety/>.
2. Boater safety by the USCG axillary
3. Any training program authorized by the Fire Chief or their designee

Probationary and junior members shall NOT operate any watercraft in emergency situations – under any circumstances.

- F. Probationary Members may operate the watercraft during supervised training events, but only if the following conditions have been met by the Probationary Member:

1. Must have successfully completed the Swim Test.
2. Operation during training must be approved by a Chief Officer.

- H. Junior members shall NOT be allowed to operate any watercraft under any circumstances.

V. **WATERCRAFT TRAINING and OPERATION**

- A. The department's Watercraft Training program will consist of the following components:

1. Successful completion of the swim test.
2. Successful completion of a Boater's Safety Course
3. Proficiently drive and back the boat and trailer into the water
4. Proficiently unload and load boat onto the trailer.
5. Supervised water training operation of the watercraft.

- B. A minimum of two (2) personnel are required for training – no solo training is allowed (for safety).

- C. All Personnel shall always wear a Personal Flotation Device (PFD) while in or around any Northern Wake Fire Department watercraft.

- D. When launching watercraft. Operators will keep the winch line hooked up until boat is in the water.

- E. To have adequate records and accountability of training involving watercraft equipment, the following guidelines shall be followed.

A member may train with fire department watercraft if:

1. An Officer is notified of the number of personnel involved, location, and approximate time of training activity.
2. At least one member involved in the training activity possess the following qualifications and or certifications:
 - a. Northern Wake Fire Department Watercraft Operator
 - b. Qualified fire department Driver Operator (for highway transport of the watercraft)
 - c. First Responder-Defib. certified

F. Members operating watercraft during training will always possess and monitor a radio for communications.

G. Medical First Responder equipment (including defibrillator) will be present at the location of the training.

H. Under no circumstances is a non-fire department member allowed to ride/operate a fire department watercraft unless authorized by a Chief Officer.

I. Only during emergencies and then, when necessary, are non-fire department personnel allowed to ride the watercraft.

J. After completion of training activity with the watercraft, it shall be the responsibility of the participating members to do the following.

- I. Re-fuel watercraft
- II. Set wet equipment out to dry
- III. Wash watercraft
- IV. Report any damage of equipment or watercraft
- V. Return watercraft to “in service” condition

Notification will be made to the Chief Officer (who approved the training) that the training activity is complete, and all personnel are safely accounted for.

VI. WATERCRAFT EMERGENCY OPERATION

In addition to the requirements listed in Section 5 for Training, the following items must be met.

- A. No more than three (3) personnel shall ride in the watercraft at any time.
- B. Of these three (3) personnel, one (1) shall (at a minimum) be a certified NC EMT.