1. PURPOSE: The South Portland Fire Department wishes to establish operational procedures/guidelines to provide and maintain high quality, professional, efficient, and safe marine responses on and pertaining to the multi-purposed fire department marine vessel known as Marine 404.

2. PROCEDURES:

Definitions:
- Disabled Vessel – A vessel that is having mechanical, fuel, or other problems where the crew and occupants are not in any imminent danger and the vessel is in no immediate danger of damage, sinking, or running aground.
- Vessel in Distress – A vessel that is experiencing a condition that requires prompt action to mitigate, but does not reflect an immediate danger to the vessel or crew. Examples of a vessel in distress include: taking on water while pumps are still operating, vessels stranded on sand bars or drifting towards shoal water or dangerous conditions, flare sightings, and non-emergent medical conditions of crew members or passengers.
- Vessel or individuals in immediate danger – includes vessels on fire, vessels that are sinking, vessels on or in danger of contacting rocks or ledges, drowning, search and rescue missions, individuals requiring immediate emergency medical assistance, and any situation that is an immediate threat to life or property.
- Marine 408 – 24’ Viking Response vessel stationed at end of Portland St (City Pier near PPL Pier 1)
- Marine 404 – 10’ Zodiac inflatable carried on Squad 404
- PFD – Personal Floatation Device
- VC – Vessel Commander Marine 404, normally Officer/MIC of Squad 404
- MVO – Motor Vessel Operator who has completed the SPFD certification process

Marine 404 due to its limited size shall respond to water rescues, dive recovery, and other operations as deemed necessary in primarily protected waters (i.e. ponds, rivers, streams and/or shallow/tidal areas of the Harbor/Fore River.

Scope
While the attached are called Suggested Operational Guidelines, it is recognized that SOGs can only address a number of set conditions in an operational perspective. It is impossible to anticipate every situation that may occur during either an actual service call or training. Members may modify this SOG as the situation dictates and with reasonable cause as justified for the situation. When utilizing or adapting this SOG to a specific situation, safety is of paramount importance. This SOG pertains to all personnel involved directly or
indirectly with water related responses, or water related training. **A part of the unit’s mission that always must be remembered is to provide for safe operations.** As stated in the SOG, every member, in all actions, should analyze the risk and benefit associated with that situation and action. It is the risk and benefit analysis that should judge each member’s actions in regards to this SOG and the operation/training at hand.

**Specific Information**

**Marine 404 deployment procedure**
1. Remove boat from storage bag
2. Unhook bag straps and spread boat out
3. Make sure green valve stems on side fill valves are out
4. Attach hose to any SCBA air bottle
5. Fill one side compartment slowly until gauge reads 3 psi/200mb
6. Fill second side compartment slowly until gauge reads 3 psi/200mb
7. Install valve covers
8. Install 1st ½ of floor valve cover
9. Fill floor until gauge reads 10 psi/700mb
10. Install 2nd ½ of floor valve cover
11. Attach oars

**General Information**
1. Personal floatation devices (PFD) shall be worn at all times by all onboard personnel. 
   Survival suits shall be worn when weather conditions warrant. Wet suits are not considered PFDs and members wearing wet suits must also wear a vest type PFD.

**Incident Command**
1. The Incident Commander should establish command in a location where he/she has visual contact with the victim if possible.
2. The safety of our personnel is always the primary concern when conducting a marine rescue operation. The IC should make a decision as early as possible as to the current sea and weather conditions and should hold Marine 404 from launching if it is not safe to do so.
3. The IC shall obtain and document the names of all crew members on each vessel deployed for accountability purposes.
4. The IC should either personally meet, or assign a unit to meet with the complainant whenever possible to gather as much information as possible.

**Minimum Staffing for Deployment**
1. A minimum of (2) two personnel is required to safely operate and respond to most incidents.
2. Capacity: 820lbs total weight (people and equipment)

**Rescue Swimmers/Divers**
1. Members of the SPFD are currently not trained in surface rescue, rescue swimmers will be deployed only as a last resort.
2. The IC shall authorize the deployment of rescue swimmers.
3. At no time should any of the crew enter the water to assist a victim.
4. Dive Rescue/Recovery is a Police function

Retrieval/Return to service
1. Leave boat inflated (if possible) and return to station
2. Clean boat with mild soap and water
3. Leave inflated to dry
4. When dry open all air valves, leave open (push in green valve stems)
5. Remove oars
6. Roll side tubes inward onto floor
7. Fold cones onto transom
8. Fold bow over transom
9. Fold transom over remaining section
10. Repeat if air is not completely removed
11. Fold side of bag and attach cross strap
12. Fold front and back of back together and clip straps
13. Tighten up side cords

3. REFERENCES:
   - Nashville FD SOG 6.11
   - Scarborough FD SOG 3710

By Order Of:

Kevin W. Guimond

Kevin W. Guimond
Fire Chief