

FIRE ORDERS

General:

1. This order contains 781 Squadron (Sqn) fire orders. These orders apply equally to all ranks of 781 "Calgary" RCACS.

Squadron Fire Prevention Officer:

1. The CO is the Squadron Fire Prevention Officer.

Posting of Fire Orders:

1. One copy of these orders shall be placed on notice boards in the following areas:
 - a) On the Duty NCM's desk; and
 - b) Administration/CO's office.

Fires:

1. The prevention of fires is of primary importance. The first few minutes of a fire are the most critical from both a life threatening and a property safety point of view.
2. On the outbreak of fire, all Sqn fire suppression resources will be put into immediate operation to minimize damage from fire.
3. All personnel are responsible for:
 - a) Control of personal fire hazards; and
 - b) Knowing what to do in the event of a fire.

Responsibilities:

1. All personnel, both military and civilian, shall know:
 - a) Location of alarm pull stations within the building;
 - b) Muster points;
 - c) Location of firefighting apparatus and proper use of extinguishers;
 - d) Action to be taken upon sounding of an alarm.

Action on Discovery of Fire:

1. The first person to observe/detect a fire will immediately shout FIRE three (3) times.
2. Any person closest to a fire extinguisher will use it to the best of their ability
3. **Time is of the essence.**
4. When a class has been made aware of fire, the instructor will lead the class to the safety of a designated Muster Point. Cadets shall follow the instructor in single file and in silence. If there is

an assistant instructor in the class, they shall follow at the end to ensure no cadet is left behind. He/she shall close the door behind them.

5. Remain calm at all times.
6. **At no time will cadets attempt to fight a fire.**

Fire Prevention Officer:

1. The Sqn Fire Prevention Officer shall proceed to the fire scene and act as a liaison between firefighters and officers in charge of assembled cadets.
2. In the absence of the Fire Prevention Officer, the Deputy Commanding Officer (DCO) shall perform this duty.

Facility Evacuation and Assembly of Personnel:

1. Following are the procedures for any alarm that might occur at Vecova after 1600 hrs and on weekends:
 - a. when an alarm sounds you must evacuate the facility;
 - b. do so in an orderly fashion;
 - c. the only muster point is the grassy area by the swimming pool (west side of the building); and
 - d. this is where Vecova staff and/or the Fire Department will communicate with you.
2. Above procedures shall apply during after training hours as well.
3. The role will be called as soon as all personnel are assembled
4. The Duty Officer shall bring the roll call sheets.
5. Any person not accounted for on the role call shall be reported to the Fire Prevention Officer.

All Clear:

1. The ALL CLEAR shall be initiated by the fire department, ONLY, and passed up through the chain of command.

Firefighting Equipment:

1. Firefighting/suppression equipment within the building shall not be tampered with or obstructed.
2. Extinguishers, ladders, etc shall only be used for firefighting.
3. Any person using or discharging an extinguisher shall report that use immediately to a supervisor.

Private/Personal Belongings:

1. Neither 781 "Calgary" RCACS nor the DND shall be responsible for loss of private property or personal belongings resulting from fire.
2. Personnel shall be required to make their own arrangements for fire insurance of personal property.

CM Wilson
Major
Commanding Officer