



# Burlington Fire Department



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<b>Section: 03 - Safety</b>	
<b>SOG Number:03.01</b>	<b>Effective Date: May 12, 2015</b>
<b>Subject: Driving Fire Department Vehicles - UTV-2</b>	
<b>By Order of Fire Chief Steven A. Locke</b>	

## **I. Purpose:**

The purpose of this operating guideline is to ensure the safe operation and towing of Burlington Fire Department's Utility Terrain Vehicle (John Deere Gator 855 Diesel).

## **II. Scope:**

The scope of this guideline pertains to all uniformed members of the Burlington Fire Department authorized to operate the Utility Terrain Vehicle.

## **III. Definitions:**

Utility Terrain Vehicle - A self-propelled vehicle designed to travel over unimproved terrain.

Due Regard - To give fair consideration.

RTS - Riding The Seat

Unimproved Terrain - Any surface that has not been altered for purposeful vehicle or pedestrian traffic.

## **IV. Guidelines:** (The body of the document that provides the actual guideline)

### A). Designation

1. The designation for this Utility Terrain Vehicle shall be known as "UTV-2."
  - a. The unit shall be lettered with UTV-2 in multiple locations.

### B). Storage and Maintenance

1. UTV-2 will be located at 132 North Avenue, Burlington, Vermont.
2. Maintenance will be performed following an outline on a DPW-5 form.
3. A minimum maintenance evaluation at Burlington's Department of Public Works will be scheduled and completed annually.

4. Ancillary equipment for both fire responses and emergency medical service will be maintained following an adopted DPW-5 checklist.
5. UTV-2 will be stored with the "Kimtek" EMS skid load in place at all times.
6. The "dump" mechanism on UTV-2 will be locked in a closed position at all times while the EMS skid load is in use.

#### C). Safety

1. Personnel will become familiar with the Operator's Manual for the John Deere Gator 855D. This training shall be documented in Firehouse®.
2. Manufacturer safety recommendations shall be followed whenever possible.
3. Helmets assigned to UTV-2 shall be utilized when operating on unimproved terrain or travelling more than 10 miles per hour.
4. Seatbelts shall be worn at ALL times.
5. Operators shall not exceed 25 miles per hour on any roadway. Due regard shall be used when operating at all times.
6. UTV-2 will be equipped with emergency lighting and audible notification for emergency response.
7. Drivers will maintain an appropriate speed in relation to terrain conditions.
8. Parking brakes shall be utilized before exiting UTV-2.
9. Operator shall not exceed 10 mph while transporting patients.

#### D). Administration

1. A list with approved operators shall be maintained by the station captain and posted on the unit where UTV-2 is stored. Captains will be notified by the Battalion Chief of Training when personnel have been approved.
2. Personnel that have not provided documentation of an accepted ATV or UTV safety education course, approved by the fire chief or his/her designee shall not be permitted to operate UTV-2.
3. Any personnel injured, or any damage to UTV-2 will be reported immediately per department guidelines.
4. It is understood that there may be times when personnel need to deviate from this guideline in order to accomplish their task. Any deviation will be at the discretion of the supervisor in charge.

#### E). Operation

1. UTV-2 will be deployed when the RTS person or Shift Commander feel it would benefit response and mitigation of an incident, either EMS or fire. One person may be utilized for response, however, if used on an unimproved surface, two personnel shall be on board the UTV.
2. RTS personnel will notify dispatch once a decision has been made to utilize UTV-2. Dispatch will add UTV-2 to the incident report generated in dispatch.
3. Personnel will use their on-duty portable radios for communication purposes.
4. UTV-2 shall only be used on land and not on any waterways.
5. UTV-2 has not been implemented as part of our mutual aid plan for outside agency response.

- 6. Personnel will become proficient in the operation and safety instructions of the KIMTEK MEDLITE Transport MTD-103.

**V. Responsibility:**

- A). It is the responsibility of all members to read, understand and follow this Standard Operating Guideline
- B). The following personnel will have specific responsibilities for UTV-2.
  - 1. Captain - Station 2
    - a. Ensure UTV-2 is always in a state of readiness.
    - b. Ensure personnel approved to drive unit are on the department approval list.
    - c. Ensure weekly maintenance checks are completed and documented.
  - 2. UTV Driver
    - a. Ensure unit is operated in a safe manner at all times.
    - b. Ensure passengers are seat belted in both the front and back prior to placing unit in motion.
    - c. Ensure any patient is properly secured to unit prior to placing unit in motion.
    - d. Receive positive confirmation from patient care attendant that they are prepared to begin moving.
  - 3. Patient Attendant
    - a. Double check patient immobilization prior to moving.
    - b. Confirm with driver that you are both ready to move.
    - c. Maintain contact with patient at all times from the attendant chair located on the EMS skid system.

Revision History			
Revision Date	Section	Summary	Principal Author
A	TBD	TBD	