

Harrisburg Fire & Rescue Standard Operating Guidelines

Book 1 Organization

S.O.G.: 104.10

Topic: **Explorer Post Program**

Effective: 12/04

Revised:

Purpose

The Harrisburg Fire Explorer Post shall provide support to Harrisburg Fire & Rescue and assistance to the citizens and patrons of the Harrisburg Community and surrounding areas. The Explorer Post shall provide a program of career awareness, career development, life skills, and leadership experience through practical training and education.

Policy

- A. Establish training standards to insure that all members are thoroughly familiar with established fire operations that are used by the local jurisdiction.
- B. Provide information and trips to facilities so that members can see first hand about various fire service careers.
- C. Instruct members in the employment process, interviewing skills, and proper ways of preparing for the hiring process.
- D. Assist the District in fire prevention, fire inspection, and public assistance programs.
- E. Provide a program that incorporates the six (6) experience areas of a well rounded explorer program; career, fitness, life skills, social, leadership experience and outdoor.

Scope

To provide a career awareness program in the fire service field for all young adults in the City of Harrisburg and surrounding areas. The program shall be offered to those young adults of the age of 15 years old, up to the age of 18 years old or successful completion of High School, whichever is later of the two.

Program

- A. The Fire Explorer Program is a career awareness program sponsored by and through the Harrisburg Fire & Rescue District. Cadets will provide support activities and assist the career and volunteer personnel of the district.
- B. The major focus is spent on training and studying emergency operational methods and techniques, as well as performing routine duties in the care and maintenance of fire district property and equipment.
- C. The Fire Explorer Program is supported by the International Association of Fire Chiefs (IAFC) who must approve a program prior to implementation.
- D. The Harrisburg Fire Explorer Program is open to all young adults fifteen (15) years old up to their eighteenth (18) birthday or successful completion of High School, whichever is the later of the two.
- E. Explorers desiring to maintain affiliation with Harrisburg Fire & Rescue are encouraged to apply as Volunteer Firefighters or EMS Responders once they have reached their 18th birthday or completion of High School. Under no circumstances can an individual continue in the Explorer Program after his/her 19th birthday.

Post Organization

- A. The Harrisburg Fire Explorer program supplemented Captain and Lieutenant in place of President, Vice-President, Secretary, and Treasurer for post officer designation.
- B. Meetings shall be held twice a month on the first Thursday and third Wednesday of the month. Explorers enrolled for combat positions are encouraged to attend regular district training sessions on Thursday evenings.
- C. There shall be one advisor appointed by the sponsoring organization and people interested in assisting the advisor shall be appointed as Associate Advisors.
- D. All persons appointed as Advisor and Associate Advisors shall have background checks and attend child abuse training provided by the District prior to their appointment.
- E. The Advisor and all Associate Advisors must be twenty-one (21) years of age.

General Rules

- A. An Explorer must have a release form signed by his/her parents or legal guardian upon acceptance to the post.
- B. Explorer cadets shall maintain a “C” average during the school year as well as an acceptable behavior record.

- C. Explorers will be issued department uniforms consisting of T-shirt, sweatshirt, ball cap, and other apparel the district deems necessary.
- D. Explorers will be furnished with proper safety equipment. i.e., coat, helmet, gloves, boots.
- E. Explorers must conform to the rules and regulations of the sponsoring agency as well as the visitation policy set forth by the Explorer Post.
- F. The Explorer Post will follow the guidelines for the fire service as stipulated in the Worker's Compensation Law for the State of Oregon;
 - 1. Explorers age 15 years of age and younger will not be allowed on the fire ground or to ride any apparatus or vehicles. May participate with station duties.
 - 2. Explorers age 16-17 years of age may respond to fires, ride apparatus and vehicles but may not enter a burning structure for either training or actual fire situations. May assist in support activities on the fire ground.
 - 3. Explorers 18 years of age and older may respond to fires and other emergencies, participate in fire ground activities, may enter burning structures, and respond on apparatus and vehicles.
- G. Explorers may not drive fire apparatus.
- H. Explorers are not to be used to make up staffing shortages.
- I. Explorers shall be closely supervised when involved with emergency work. At no times shall Explorers be in the station or around equipment without appropriate supervision.
- J. Only trained Explorers will be allowed to respond in Fire District apparatus and vehicles.
- K. Explorers may be mobilized by the District when needed for emergencies.
- L. There must be two-deep adult leadership on all trips and on all activities.
- M. There must be no one-on-one contact with Explorers. Other Explorers or Advisors must be present.
- N. Hazing shall not be permitted. The privacy of Explorers will be respected at all times.
- O. Appropriate standards for attire should be upheld.

Training

- A. All Explorers will participate in training established by NFPA Standard 1001 and the State of Oregon.
- B. All Explorers shall have Entry Level Firefighter training and certification prior to riding on apparatus on alarms.

1. All Explorers must attain Fire Fighter 1 eighteen (18) months after joining the post.
- C. All Explorers shall continue to move up in their training and maintain their present training levels.
- D. Explorers are encouraged to attend shift training classes and practical evolutions.
- E. Explorers are encouraged to participate in college level fire science classes and will be allowed to attend classes away from the District.

Support Activities

- A. Support activities that Explorers may conduct or assist conducting are;
 1. Fire hydrant inspections
 2. Pre-fire planning.
 3. Fire prevention, public education and public assistance programs.
 4. Team assisting in station duties and vehicle up-keep
 5. Assisting incident commander on large emergencies.
 6. Communications.
 7. Filling self contained breathing apparatus.
 8. Testing apparatus.

Code of Conduct

Harrisburg Fire & Rescue Explorers will, at all times, conduct themselves in such a way as to bring credit to the district, the community, and the Explorer Program.

Explorers will refrain from the use of profane language while representing, participating in, and/or performing the functions of a Explorer. Explorers will at all times conduct themselves in a courteous and respectful manner and will follow directions of district personnel assigned to supervise them. The use of illegal drugs and/or alcohol by Explorers is expressly forbidden at all times. Explorers shall not engage in disorderly conduct while wearing any clothing or identifying equipment of the district. Explorers shall not make statements representing the District to the public, press, or other agencies without prior authorization from the Fire Chief, Assistant Chief, Training Officer, or their Program Advisor.

Applicants Shall Not Be Discriminated Against

No person shall be discriminated against for gender, ethnic origin, physical disabilities, religion or any other reason if applicant meets the knowledge, skills, and abilities to accomplish the job for which the applicant is applying for.