Amateur Radio Emergency Communications

A R E S

Amateur Radio Emergency Service

IMS For Amateur Radio

SAFETY OFFICER

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NOTE

This is a pre draft version to provide some idea of what will be included in the document and the similar documents for other IMS positions.

The Safety Officer

- The Safety Officer for Amateur Radio has several responsibilities, listed below in order of priority;
  1. Ensure the safety of Amateur Radio volunteers,
  2. Ensure the safety of clients, client staff and volunteers, as well as the safety of the public being served by Amateur Radio,
  3. Act as a liaison for the Director when visiting client sites,
  4. Act as a liaison for Operations when visiting Amateurs at a site, identifying issues or providing supplies as part of site visits.

- The Safety Officer will require a checklist for site inspections and a kit with supplies to help remove safety hazards.

Safety Officer Duties

The Safety Officer Shall;

- Monitor conditions, activities, and operations and if there is a perceived risk, then take action,
- Monitor and report status of conditions, hazards, and risks to the Director for Amateur Radio,
- Ensure the Personnel Accountability System is being utilized for all Amateur radio volunteers,
- Receive an Incident Action Plan from the Director. Then provide a Risk Assessment of incident operations,
- Ensure the establishment of safety zones, identify hazard areas and communicate to all members present,

Safety Officer Duties

The Incident Safety Officer <u>Shall;</u> (continued from previous slide)

- Evaluate traffic hazards, equipment placement and take appropriate actions to mitigate hazards,
- Monitor radio transmissions and stay alert for missed, unclear, or incomplete communications,
- Communicate to the Director the need for assistants, due to size, complexity, or duration of the incident.

Cable Management

- All cables that MUST not pose a hazard for the Amateur radio operators or other people in the site. This includes ensuring that;
  - Where possible, cables do not cross areas where people must walk.
  - Cables MUST not cross a walking space, in the air, at a level where an individual could walk into the cables. Cables should be attached to the ceiling, or be at least 7 feet (2.2 metres) above floor level.
  - Where cables do cross the floor, they MUST be taped as flat as possible and where people will cross the cables, caution tape and/or a cable management trough will be used.

Batteries

- All batteries MUST have a connector, so the battery can be unplugged and there are no cables that can be shorted.
  - The type of DC power connector used is up to the Amateur and local group preference. Anderson Powerpole connectors are recommended.
- All batteries MUST have a fuse between the battery terminals and the connector. The fuse is to protect the battery from a short, so the cable does not burn.
- Battery terminals MUST be protected so there is no possibility of accidental shorting between terminals, or between the positive terminal and any equipment which is connected DC ground.
- The safety officer will ensure that changes are made to meet the battery requirements, or that the batteries are removed from the site.

Batteries continued

- Flooded cell batteries (liquid acid) such as deep cycle marine and automotive batteries, MUST NOT BE USED inside buildings.
  - Flooded (wet cell) batteries post a hazard due to the hydrogen gas emitted when charged and the risk of injury due to liquid acid in the event the battery case is cracked.
  - Batteries used inside a building must be the sealed gelled electrolyte (Gel Cell) or Absorbed Glass Mat (AGM). These batteries have low off gassing and the acid is contained in the event the battery case is cracked.
- The safety officer will ensure that flooded (wet cell) batteries are removed from the site immediately.

Forms

- The Safety Officer is responsible for completing the following forms;
  - To be listed later
- The Safety Officer will provide input to the following forms;
  - To be listed later

Safety Kit

GENERAL ITEMS

- First Aid Kit – Extra band aids and wipes
- Electrical Tape
- Duct Tape
- Masking Tape
- Scotch Tape
- Pens
- Sharpie markers (red, black, grey)
- Paper
- Scissors
- Flashlight
- Extra IMS Forms
- Extra Bottled water
- Safety Vest
- IMS Safety Officer ID

TOOLS

- Volt meter
- Plug in AC outlet tester
- Cutters (for tywraps etc
- Knife
- Tool Set – Screwdrivers, vice grips, adjustable wrench.

SAFETY ITEMS

- Caution Signs for exposed cables (Standup type)
- Cable cover (trough) for cables that must cross the floor
- Roll of plastic caution tape

Safety Kit (continued)

AC POWER

- AC Extension cords
- Power Bars

DC POWER

- 2 pole and 4 pole trailer connectors
- Power pole inline fuse
- Power pole to bare wire inline fuse
- Connectors for bare wire to bare wire
- screw type electrical or 2 position terminal strip, etc
- Power pole to battery clips inline fuse
- Power Pole extension 2 M

- Magnet cable hangers
- Hose Clamps (For masts
- Tywrap collection
- Cable cover for cables that must cross the floor

Review

- To be added

Answers

- To be added

www.emrg.ca

The EMRG web site provides links to all the IMS documentation and training at;

http://www.emrg.ca/ims.htm

Information: ims@emrg.ca