

**TEXAS FOREST SERVICE
FOREST RESOURCE PROTECTION DEPARTMENT
LUFKIN, TEXAS**

BASIC ELEMENTS OF A FIRE ORGANIZATION

The primary requisites for organized fire fighting are:

1. An officially designated organization headed by a responsible Fire Chief charged with the responsibility of preventing and suppressing fire.
2. Prompt discovery and reporting of fires.
3. A well organized, equipped and trained crew.
4. Prompt response to fire alarms.
5. Availability and use of proper equipment.
6. Cooperation between property owners and all private, State and Federal agencies whose help may be needed in emergency fire situations.
7. Written cooperative agreements with adjoining fire organizations.
8. Written fire plans.

PLANS FOR OPERATIONS

Written fire control plans are important, even when prepared in outline only. They should list all decisions that have been made in advance and outline other information needed for planned action. Such plans will allow a substitute to take emergency action in the absence of the chief fire officer or other key individuals. Copies of the plans and maps should be distributed to all key fire officers and periodically reviewed with all members. Fire plans should be updated as needed but at least annually.

SAMPLE FIRE PLAN

A.	Fire Chief	NAME	HOW TO CONTACT
	1st Alternate	<input type="checkbox"/>	<input type="checkbox"/>
	2nd Alternate	<input type="checkbox"/>	<input type="checkbox"/>
B.	Manpower (list Members)	NAME	HOW TO CONTACT
C.	Other Facilities (if any)		
	(Medical aid, rescue, water system, etc.)	NAME	HOW TO CONTACT
D.	Cooperating Agencies	NAME	HOW TO CONTACT
E.	Equipment	TYPE	LOCATION
			HOW TO CONTACT

(List main equipment and also available reserve manpower, equipment and facilities and how to contact - example: back-up water trucks)

- F. Map of protected area - include such items as:
1. Boundary of protected area
 2. Roads, other access and systematic locating system
 3. Location of manpower, equipment and facilities
 4. Water sources
 5. Areas of dangerous fuels
 6. Dangerous sources of fire such as:
 - a. Dumps
 - b. Sawmills

- c. Logging operations
- d. Other activities that may cause fires

G. Communications:

- 1. Message center LOCATION HOW TO CONTACT

(Establish means of receiving fire calls, usually by telephone)

- a. Publicity on how to report a fire METHOD

- 2. Alarm/Dispatcher Center

WHO LOCATION HOW TO CONTACT

- a. Central Siren
- b. Telephone
- c. Radio Monitor
- d. Messenger

H. Special Pre-suppression Plans:

(List plans such as school fire, hospital fire, central business area fire, multi-story buildings, flammable material storage)