

Montgomery County Fire and Rescue Service Policy and Procedure

METRO INCIDENT STANDARD OPERATING PROCEDURES

Issued by: Montgomery County Fire and Rescue Commission

Policy No. 24-06AMII

Authority: Montgomery County Code Section 21-2.(d)(2)

Effective Date: January 20, 2003

SUMMARY: This policy amends the SOP and duty assignments for fire and rescue personnel responding to incidents occurring in the METRO system, to include operations occurring in the METRO yards.

DEADLINES: Div. of Fire and Rescue Services Comment: Sept. 20, 2002
Div. of Vol. Fire and Rescue Services Comment: Sept. 20, 2002
Local Fire and Rescue Depts. Comment: Sept. 20, 2002
Montgomery County Fire Board Comment: Sept. 20, 2002

ADDRESS: Address all comments pertaining to the proposed policy to Beth Feldman, MCFRS, 12th Floor, 101 Monroe Street, Rockville, MD 20850. Comments may also be e-mailed to beth.feldman@co.mo.md.us

STAFF: For additional information, please contact Beth Feldman, Montgomery County Fire and Rescue Service, on (240) 777-2423.

BACKGROUND: The technical nature, size, and varying configurations of the METRO rail system pose unique operational challenges during a fire, train derailment, or other major emergency. Successful mitigation of these incidents is best achieved by establishing SOPs with tactical plans that all fire and rescue personnel are thoroughly trained to use.

This SOP is amended to add standard operating procedures for use during fires, derailments, crashes, and other major emergency incidents that may occur in METRO rail yards within the WMATA system. These procedures are intended to protect responders from the unique hazards that may affect their safety in those locations.

Sec. 1. Purpose: To amend the Standard Operating Procedures for responses to fires, derailments, crashes, and other emergency incidents occurring within the METRO system and rail yards. This SOP is intended to enhance operational readiness and efficiency, effectively manage and control fire and rescue personnel, and promote personnel safety and accountability.

Sec. 2. Applicability. This policy applies to all on-duty fire, rescue, and emergency medical service personnel, both career and volunteer.

Sec. 3. Definitions.

- a. **BLB.** Abbreviation for blue light boxes, located at least every 800 feet along the METRO right-of-way, containing a METRO telephone and an emergency trip switch.
- b. **Command Conference Line.** A dedicated telephone line assigned by METRO, using their internal phone system, to allow the Incident Commander, ECC, and METRO's OCC to communicate.
- c. **Consist.** Term used to identify the complement of railcars that make up a complete train.
- d. **Entry Point.** The safest location where the incident operations begin. For subsurface incidents, this location would be a station entrance/platform or tunnel portal. For surface incidents, this location would be a station or right-of-way (ROW) gate.
- e. **ETEC.** Acronym for **E**mergency **T**unnel **E**vacuation **C**art, used to transport equipment to the incident scene and to remove non-ambulatory patients or victims.
- f. **Fan/vent shaft.** The shaft from the tunnel to the surface, used for ventilation, escape, and water supply. These structures are found between subsurface stations and can be used to exhaust heat or smoke from the tunnels, or to supply fresh air.
- g. **Filter Capacitor Discharge Switch (FCDS).** A switch that allows for stored third rail power in the capacitors to be discharged to the negative return system of the rail cars equipped with this feature.

- h. **Interlocking (Switch)**. A series of track switches located in close proximity to each other, and controlled by a single, remotely-operated electronic switch, which simultaneously moves two or more track switches. In the METRO system, interlockings are powered by AC, and continue to operate even when third rail power is down.
- i. **Immediately Dangerous to Life and Health (IDLH)**. An atmosphere that poses an immediate threat to life, would cause irreversible adverse health consequences, or would impair an individual's ability to escape from a dangerous atmosphere.
- j. **Lead Track Area**. The below-grade track section at the entrance/exit to the yard (Glenmont), controlled jointly by both the yardmaster and by OCC. Because either party can apply third-rail power to these tracks, fire/rescue personnel must notify both OCC and the yardmaster before beginning operations in this area.
- k. **METRO Box Alarm**. Apparatus complement dispatched to a primary entry point on a METRO incident, consisting of five engine companies, three truck companies, a rescue squad, an ambulance, and three command officers, plus at least one additional BLS unit, one ALS unit, an Air Unit, and the Mass Casualty Pod.
- l. **METRO RIC**. Acronym for **Rapid Intervention Company**, a company of at least three personnel who are available if the need arises to rescue a member or a team. One member must be certified as a unit officer, and two must be certified as minimum staffing on an engine, truck, or rescue squad.
- m. **METRO Task Force**. Apparatus complement dispatched to a secondary entry point on a METRO incident in a tunnel or an elevated right-of-way, consisting of two engine companies, one truck company, a rescue squad, and two duty officers.
- n. **METRO Task Force RIT (Rapid Intervention Team)**. A team of at least two personnel who are available to rescue a member or a team if the need arises. Both members must be certified as minimum staffing on an engine, truck, or rescue squad.
- o. **OCC**. Abbreviation for METRO's Operations Control Center, located at the Jackson Graham Building, 600 5th St. NW.

- p. **Personnel.** All Montgomery County on-duty fire, rescue, and emergency medical service providers.
- q. **Portal.** The point where METRO tracks go underground.
- r. **Power Inverter Switch.** The control mechanism provided on AC drive railcars used to invert power from DC to AC.
- s. **Rail Yard (Yard).** A series of tracks, switches, interlockings, and structures, located past the last revenue station at the end of the METRO system, used for turning, storing, repairing, and maintaining the railcars. The movement of trains and third rail power in this area is controlled from the Yard Tower.
- t. **Remote Water Supply Units.** Additional engine companies dispatched to various locations (usually fan/vent shafts) to cover all remote standpipe connections between stations during tunnel incidents, and at each end of stations during subsurface station incidents.
- u. **Right-of-Way (ROW).** The portion of METRO within tunnel walls, and between fences on surface or elevated stations.
- v. **Safety Control Unit (SCU).** Personnel (crew of a truck company) assigned to perform specific safety-related duties, including chocking train wheels, placing and removing WSADS, and assuring the safety of personnel and operations.
- w. **Third rail.** The energized rail that supplies traction power to trains.
- x. **Voltprobe.** Hand-held volt tester used to determine whether power to the third rail is activated.
- y. **WSAD.** Acronym for **Warning Strobe and Alarm Device**, a tool used to warn against the accidental restoration of power to the third rail during an incident. It is tested and placed on the running rail and the third rail, after the third rail has been deactivated and confirmed.
- z. **Yard Control Unit (YCU).** The fire/rescue company responsible for establishing and maintaining communications between the yardmaster at the yard tower and the MCFRS Incident Commander.

- aa. **Yardmaster**. The rail operations supervisor assigned to the rail yard, in charge of all activities in the yard, usually found in the rail yard tower.
- bb. **Yard Tower**. The location in the METRO yard facility from which the movement of trains, third rail power, and the position of track switches in the yard area are all controlled.

Sec. 4. Policy Statement. It is the policy of the Fire and Rescue Commission to ensure the safety of fire and rescue **personnel**, and to promote operational efficiency by establishing SOPs for use during operations that present unusual hazards.

This policy establishes response assignments and procedures for METRO incidents that require fire and rescue **personnel** to work in or in the immediate vicinity of the METRO **ROW** and **rail yards**. Incidents in METRO facilities that are not located near the **ROW** may be handled using normal response assignments and SOPs.

Sec. 5. Procedure- General: All **personnel** who are prepared to work at the scene of a METRO fire must wear full personal protective equipment and carry handlights and other tools appropriate for their assigned position. In **IDLH** atmospheres, SCBA must be used and PASS devices activated. The requirements of the FRC's *Respiratory Protection Policy* may be met by assigning a **METRO RIC** in an area that is not exposed to respiratory hazards, as the initial entry team enters a structure or tunnel where an **IDLH** atmosphere may exist.

- I. METRO Incidents Involving Fire, Collision, Derailment, or other Potential Mass Casualty Incidents. A **METRO Box Alarm** assignment will be dispatched to the incident location or the nearest **entry point** for the reported incident. The third command officer will be dispatched automatically to **OCC** to provide coordination with METRO.

- a. First Due Engine Company

Unit: Report to the dispatched location or **entry point**, initiate the water supply process, and charge standpipe(s) where provided.

Crew: All available members proceed to the nearest accessible kiosk or **BLB**.

OIC: Establish communications with **OCC**; contact **OCC** (dial 1970 at kiosk or "0" at **BLB**) from the kiosk or **BLB**, and give name and rank.

1. Determine the nature and location of incident and the **consist** of the train.
2. Determine the status of **third rail** power, passengers, and trains in the area.
3. Determine the status of the ventilation systems.
4. Advise **OCC** which units are proceeding to the incident scene, as appropriate.
5. Use radio or phone (dial 2218) to update ECC, and advise which units are proceeding.
6. Direct **personnel** to begin fire control, triage, etc., as appropriate.

Equipment: As listed in Appendix A.

UNITS MUST NOT BEGIN OPERATIONS IN THE METRO ROW UNTIL POWER TO THE THIRD RAIL HAS BEEN DEACTIVATED, CONFIRMED BY OCC, AND TESTED LOCALLY.

b. Second Due Engine Company

Unit: Report to the dispatched location or **entry point**; ensure and expand upon the water supply of the first due engine as necessary.

Crew: All available members proceed to the location of the first due engine to assist with fire attack, triage, etc.

Equipment: As listed in Appendix A.

c. Third Due Engine Company- **METRO RIC.**

Unit: Position to avoid impeding responding or departing apparatus.

Crew: All available members perform the duties of the **METRO RIC.**

d. Fourth Due Engine Company

Unit: Report to the dispatched location or **entry point**; ensure and expand upon the water supply and charge the second stand pipe, where provided.

Crew: All available members proceed to the kiosk/Command Post to receive instructions from the IC.

Equipment: As listed in Appendix A.

e. Fifth Due Engine Company

Unit: Report to the dispatched location or **entry point**; ensure and expand upon the water supply of the fourth due engine as necessary.

Crew: All available members proceed to the kiosk/Command Post to receive instructions from the IC.

Equipment: As listed in Appendix A.

f. First Due Truck Company

Unit: Report to the dispatched location or **entry point**.

Crew: Proceed to the location of the first due engine company and implement safety procedures in Appendix B. They will become the **Safety Control Unit**.

Equipment: As listed in Appendix A.

g. Second Due Truck Company

Unit: Report to the dispatched location or **entry point**.

Crew: Proceed to the kiosk/Command Post to receive instructions from the IC; prepare to carry out duties similar to the first due truck company at the opposite end of the work area.

Equipment: As listed in Appendix A.

If not used as a **Safety Control Unit**, the second due truck may assist the rescue squad.

h. Third Due Truck Company.

Unit: Position to avoid impeding responding or departing apparatus, but locate as necessary to facilitate completing primary mission.

- Crew: 1. Report to the kiosk or **entry point**; prepare to perform the duties of a **Safety Control Unit**; deploy a third **WSAD**, if necessary;
2. assist with smoke management under the IC's direction; and
3. assist with **personnel** accountability.

i. Rescue Squad

Unit: Report to the dispatched location or **entry point**.

- Crew: 1. Proceed to the kiosk/command post to receive instructions; obtain the nearest **ETEC**, if appropriate; and
2. ensure the completion of appropriate searches as soon as possible.

Equipment: As listed in Appendix A.

j. EMS Unit(s):

Unit(s): Report to the dispatched location or **entry point**; stage the vehicle to facilitate egress.

Crew: Stand by at the nearest access point; report to the IC via radio for instructions.

Equipment: As listed in Appendix A.

k. First Due Command Officer. Establish the initial Command Post at the kiosk or other location, preferably with access to METRO phones. Establish a direct communication link to **OCC**; provide name and rank, and advise **OCC** that he/she is the Incident Commander.

1. Establish initial communications by phone and secure a **Command Conference Line**.
2. Provide the location of the Command Post to **OCC** and ECC.
3. Determine the nature and location of the incident and the **consist** of the train.
4. Determine the status of **third rail** power, passengers, and trains in the area (including CSX trains).
5. Determine the status of the ventilation system.
6. Ensure that at least one **WSAD** unit is placed in service at each end of the incident work area. Also ensure that sufficient additional **WSADs** are used in incident locations that encompass one or more **interlockings**, switches, pocket tracks, etc., to warn **personnel** of **third-rail** re-energization.
7. Provide ECC with a situation report and maintain subsequent communications with ECC by phone, radio, or both.
8. When a METRO rail incident occurs near a jurisdictional boundary, ensure that a communications link is established and maintained among all affected jurisdictions.

9. Restrict the movement of **personnel** and ensure implementation of accountability procedures.
- I. Second Due Command Officer. Report to the specified location or **entry point**. Prepare to establish an Operations Section, or report to the location of the first due engine company as directed by the IC.
- m. An additional Command Officer will be dispatched to METRO's **OCC** to coordinate operations with **OCC's** senior supervisor, and establish communications with the IC.

II. Tunnel Incidents. In addition to procedures described in Section I., follow the procedures below to ensure **personnel** safety during tunnel incidents.

- a. First and Second Due Engines and First Due Truck. The crews of the first and second due engines and the first due truck will assemble at the designated **entry point** before moving into the **ROW**. Crews will enter the tunnel and perform the duties below.
 1. Locate and access the incident.
 2. Begin fire control as necessary.
 3. Begin to determine the magnitude of the incident, including the extent of fire/derailment, number of casualties, number of victims trapped/pinned, etc.
 4. Begin basic triage as appropriate.
 5. Report to Command and advise on the need to support fire attack, rescue, or a Mass Casualty Incident.
- b. Third Due Engine Company. Perform the duties of the **METRO RIC**.
- c. Fourth and Fifth Due Engine Companies and the Second Due Truck. The crews of these units will assemble at the designated **entry point** and await directions from Command to support either the fire attack, or a mass casualty/rescue incident.

- d. Third Due Truck.
 - 1. Place a **WSAD** on adjacent tracks or other unprotected **third rails**;
 - 2. Perform smoke management mitigation; and
 - 3. Begin accountability efforts when previous duties are completed.
 - e. Rescue Squad. The crew of this unit will perform functions described in Section I. i. above, and follow either group a. or b. above into the **ROW** as directed by the IC.
- III. Remote Water Supply Units. Report to designated locations (usually **fan/vent shaft** or emergency exit shafts) with equipment listed in Appendix A, and charge the standpipe systems (station, tunnel, or both), as provided.
- a. Pump operators must advise the IC if the system does not fill within ten minutes.
 - b. Water supply company **personnel** may open, but must not enter any **fan/vent shaft** or emergency exit shaft, unless approved and/or directed by the Incident Commander.
 - c. Assess the conditions in those shafts and advise the IC. Generally, operations are not started from these shafts. However, the IC may use these points of access as a method of rapid size-up after proper evaluation of conditions and coordination with the various units and the **OCC**.
- IV. **METRO Task Force.** In addition to the **METRO Box Alarm**, a **METRO Task Force** will be dispatched automatically on any tunnel or elevated **ROW** incidents involving fire, reported heavy smoke conditions, collision, and/or derailment reported to occur between stations or **portals**. This assignment will be dispatched to the next closest station or **entry point** to the incident. The **METRO Task Force** Leader will assign either the second due **METRO Task Force** engine company or the **METRO Task Force** rescue squad as the **METRO Task Force RIT**. These units will assemble at the opposite end of the incident at their designated **entry point** before moving into the **ROW**.

a. First Due **METRO Task Force** Engine Company

Unit: Report to the dispatched **entry point**, initiate the water supply process, and charge the standpipe(s) as necessary.

Crew: All available members proceed to the nearest accessible kiosk or **BLB**.

OIC: Establish communications with **OCC**; from the kiosk or **BLB**, contact **OCC** (dial 1970 at the kiosk, or "0" at the **BLB**) and give name and rank.

1. Determine the nature and location of the incident, and the **consist** of the train.
2. Determine the status of **third rail** power, passengers, and trains in the area.
3. Determine the status of the ventilation systems.
4. Advise **OCC** which units are proceeding to the incident scene, as appropriate.
5. Contact the IC to coordinate the entry and activity of **METRO Task Force** units.
6. Advise the IC which units are proceeding, and use radio or phone (dial 2218) to update the IC as necessary.

Equipment: As listed in Appendix A.

UNITS MUST NOT BEGIN OPERATIONS IN THE METRO ROW UNTIL POWER TO THE THIRD RAIL HAS BEEN DEACTIVATED, CONFIRMED BY OCC, AND TESTED LOCALLY.

b. Second Due **METRO Task Force** Engine Company

Unit: Report to the dispatched **entry point**; ensure and expand upon the water supply of the first due engine as necessary.

Crew: All available members proceed to the location of the first due engine to assist with fire attack, triage, etc., or perform as the **METRO Task Force RIT**, if required.

Equipment: As listed in Appendix A.

c. **METRO Task Force Truck Company**

Unit: Report to the dispatched **entry point**.

Crew: Proceed to the location of the first due engine company and implement safety procedures as outlined in Appendix B. This crew will become the **Safety Control Unit**.

Equipment: As listed in Appendix A.

d. **Rescue Squad**

Unit: Report to the dispatched **entry point**.

Crew: Proceed to the kiosk/Command Post to receive instructions and to obtain the nearest **ETEC**, if appropriate, or perform as the **METRO Task Force RIT**, if required.

Equipment: As listed in Appendix A.

e. **First Command Officer on METRO Task Force**. Enter the assigned station and proceed to the kiosk; contact **OCC** and provide name and rank.

1. Establish initial communications by phone.
2. Determine the nature and location of the incident and the train's **consist**.
3. Determine the status of **third rail** power, passengers, and trains in the area (including CSX trains).
4. Determine the status of the ventilation system.

5. Contact the IC to coordinate the entry and activity of Task Force units.
 6. Provide the IC with situation reports as necessary.
- f. Second Command Officer on **METRO Task Force**. Report to the specified location or **entry point** and prepare to establish a division at the kiosk or **entry point**, or report to the location of the first due engine company as directed by the IC via the first arriving **Task Force** command officer.

V. Power Restoration.

- a. When fire department operations are terminated, the truck companies (**Safety Control Units**) will notify the IC when all **personnel** and equipment have cleared the **ROW**.
- b. The IC must verify with each unit that it has cleared the **ROW**, and that it has also completed a **personnel** accountability check. After completing this verification, the IC will contact ECC and **OCC** to announce on fire department radio frequencies, WMATA radio frequencies, and station PA systems, that power restoration is imminent.
- c. When satisfied the above requirements have been met, the IC will contact **OCC** and authorize the reactivation of **third rail** power.

Sec. 6. Appendices.

- A. Equipment for METRO Incidents
- B. **Safety Control Unit** Duties
- C. SOP for Individual(s) Injured in METRO **ROW** and other Non-Passenger Areas
- D. SOP for Fire and Rescue Operations within METRO Rail Yards

Sec. 7. Effective Date. This SOP is effective on January 20, 2003.

Attest:

Gordon A. Aoyagi, Chairman
Fire and Rescue Commission

Date

APPENDIX A

EQUIPMENT FOR METRO INCIDENTS

The officer of each unit assigned to a METRO incident is responsible for ensuring that **personnel** comply with all personal protection requirements, and that they carry the equipment listed below.

ENGINE COMPANIES

PERSONNEL: Wear full protective clothing, 45- or 60-minute SCBA, and carry handlight

EQUIPMENT:
Portable radio
Handline/Standpipe equipment with gated wye
Other appropriate tools and equipment
METRO jump bag containing:
 2 voltprobes
 METRO access keys
 METRO system maps
 2 whistles
 2 sets of METRO wheel chocks
 Triage tags/tape

TRUCK COMPANIES

PERSONNEL: Wear full protective clothing, 45- or 60-minute SCBA, and carry handlight

EQUIPMENT:
Portable radio
METRO jump bag (see Engine Company above for inventory)
WSAD
Forcible entry equipment
Flood light with 50' cord (for tunnel incidents)
Other appropriate tools and equipment

RESCUE SQUAD

PERSONNEL: Wear full protective clothing, 45- or 60-minute SCBA, and carry handlight

EQUIPMENT:
Portable radio
METRO jump bag (see Engine Company above for inventory)
Other appropriate tools and equipment
ETEC (when appropriate), with
Stokes Basket and Reeves stretcher(s)
Rescue/Extrication equipment as needed
Oxygen and first aid equipment

BLS/ALS UNITS

EQUIPMENT:
Oxygen and first aid equipment
Portable radio and UHF Med portable
Cot and Reeves stretcher(s)
ALS equipment (Medic units)
Triage tags/tape

COMMAND OFFICERS

PERSONNEL: Wear or have immediate access to full protective clothing and 45- or 60-minute SCBA

EQUIPMENT:
Portable radio
METRO access keys
METRO system maps

APPENDIX B

SAFETY CONTROL UNIT DUTIES

1. Determine the status of **third rail** power before entering the **right of way**.
2. Verify that **third rail** power has been deactivated by testing each section with a **voltprobe**.
3. Test the **third rail** frequently with a **voltprobe** until a **WSAD** unit can be placed in service.
4. Ensure that train wheels are chocked.
5. Activate the **FCDS** on Chopper-series rail cars.
6. Check for and deactivate the **power inverter switch** on any car so equipped.
7. Test and then place the **WSAD** unit on the assigned access side of the incident scene, **only** after receiving positive confirmation that power to the **third rail** has been deactivated.
8. Establish and maintain communications with the Command Post(s).
9. Monitor **personnel** for unsafe acts and signs of fatigue. Monitor and report unsafe conditions.
10. Ensure that **personnel** and equipment have cleared the operations area when operations are completed; notify the Incident Commander.
11. Before power is restored to the **third rail**, and after all operations have been completed, remove wheel chocks and **WSADs** from the **third rail**. The **WSAD** device is the last piece of equipment to be removed from the track bed.

APPENDIX C

STANDARD OPERATING PROCEDURE FOR INDIVIDUAL(S) INJURED IN THE METRO RIGHT OF WAY AND OTHER NON-PASSENGER AREAS

This Standard Operating Procedure is established for incidents when individual(s) may be injured or trapped in the METRO **ROW**, or other non-passenger areas where no significant derailment, fire, or mass casualties are reported.

A "Non-Passenger Area" is any area from which passengers and the public are normally restricted, and which require special safety procedures. This includes, but is not limited, to METRO **ROWS**, **fan/vent shafts**, and other areas or ancillary rooms with restricted access that may present an unusual hazard to **personnel**.

The standard minimum assignment for incidents occurring in these areas is one engine company, two truck companies (with **WSADs**), one rescue squad, one BLS unit, one command officer, and if indicated, one ALS unit.

ENGINE COMPANY

Unit: Report to the dispatched location or **entry point**.

Crew: All available members proceed to the nearest accessible kiosk or **BLB**. When necessary, obtain the **ETEC** to assist the rescue squad and EMS units in transporting necessary equipment/victim(s).

OIC: Establish communications with **OCC**; from the kiosk or **BLB**, contact **OCC** (dial 1970 at kiosk or "0" at **BLB**), and give name and rank.

1. Determine the nature and location of the incident.
2. Determine the status of **third rail** power, passengers, trains in the area, and other potentially hazardous conditions.
3. Advise **OCC** which units are proceeding to the incident, as appropriate.
4. Use radio or phone (dial 2218) to update ECC on which units are proceeding.

Equipment: METRO jump bag, portable radio, handlight, oxygen, and first aid equipment, and other appropriate tools and equipment. All **personnel** must wear full protective clothing (SCBA not required).

UNITS MUST NOT BEGIN OPERATIONS IN THE METRO RIGHT OF WAY UNTIL POWER TO THE THIRD RAIL HAS BEEN DEACTIVATED, CONFIRMED BY OCC, AND TESTED LOCALLY.

FIRST AND SECOND DUE TRUCKS

Unit: Report to the dispatched location or **entry point**.

Crew: All available **personnel** proceed to the location of the first due engine company and implement safety procedures as outlined in Appendix B.

Equipment: As listed in Appendix A (SCBA not required)

RESCUE SQUAD

Unit: Report to the dispatched location or **entry point**.

Crew: Proceed to the location of the first due engine company and obtain the nearest **ETEC**, as appropriate.

Equipment: As listed in Appendix A. (SCBA not required)

EMS UNITS

Units: Report to the dispatched location or **entry point**.

Crew: Proceed to the location of the first due engine company and obtain the nearest **ETEC**, as appropriate.

Equipment: As listed in Appendix A. In addition, **personnel** must wear full protective clothing (SCBA not required).

APPENDIX D

SOPS FOR FIRE AND RESCUE OPERATIONS WITHIN METRO RAIL YARDS

This Appendix establishes standard operating procedures for fires, derailments, crashes, and other major emergency incidents that may occur in METRO **rail yards** within the WMATA system. These procedures are intended to protect responders from the unique hazards that may affect their safety, including the presence of **third rail** trackage, the lack of **blue light boxes**, and the frequency of train movement in the area.

Both **rail yards** in Montgomery County (Glenmont and Shady Grove) are located where the railroad terminates past the last passenger station. This SOP includes, but is not limited to METRO **rail yards**, **lead track ROW** areas, and buildings found within the **rail yards**

The standard minimum assignment for incidents occurring in these areas is outlined in Section 5. of this Policy.

FIRST DUE ENGINE COMPANY

Unit: Report to the dispatched location; determine the actual location and best access to the incident. Initiate the water supply process, and charge standpipe(s) where provided. Attempt to position the unit on Side A, if the incident involves a yard structure. Position units to enable attack lines to be deployed parallel to **third rails**.

Crew: Assemble at the designated assembly point; prepare to perform fire suppression and/or rescue functions.

OIC: Establish communications with the second due engine company, located in or near the **yard tower**. Determine the nature and location of the incident and the train's **consist**. Determine the status of **third rail** power, **personnel**, and train movement in the area, and convey this information to the second due engine and the **YCU**. Announce the location of the designated assembly point to responding units. Direct **personnel** to begin fire control, triage, etc., as appropriate.

Equipment: As listed in Appendix A.

UNITS MUST NOT BEGIN OPERATIONS IN THE METRO ROW UNTIL POWER TO THE THIRD RAIL HAS BEEN DEACTIVATED, CONFIRMED BY THE YARD MASTER THROUGH THE YCU, AND TESTED LOCALLY.

SECOND DUE ENGINE COMPANY

Unit: Report to the **yard tower** to function as the **YCU**.

Crew: Assist the OIC in establishing communication with the first due engine company and ECC. Monitor mobile radios and relay the messages from the **yard tower** to the first due engine. Monitor the status of the remote **third rail** disconnect switches in the **yard tower**.

OIC: Locate and establish face-to-face communication with the **yardmaster**. Determine from the **yardmaster** what prior actions have been taken by WMATA personnel to de-energize the **third rail** in the **rail yard**.

Equipment: Portable Radios

THIRD DUE ENGINE COMPANY- METRO RIT.

Unit: Ensure and expand upon the water supply of the first due engine, as necessary.

Crew: Report to the designated assembly point; perform the duties of the **METRO RIT**.

Equipment: As Listed in Appendix A

FOURTH DUE ENGINE COMPANY

Unit: Establish a secondary water supply and charge standpipes, where provided.

Crew: Report to the designated assembly point; stand by at this location to receive the IC's instructions.

Equipment: As listed in Appendix A.

FIFTH DUE ENGINE COMPANY

Unit: Ensure and expand upon the water supply of the fourth due engine as necessary.

Crew: Report to the dispatched location or designated assembly area. Stand by at this location to receive the IC's instructions.

Equipment: As listed in Appendix A.

FIRST DUE TRUCK COMPANY

Unit: Report to the location of the first due engine.

Crew: Proceed to the location of the first due engine company and implement safety procedures in Appendix B; become the **Safety Control Unit**.

Equipment: As listed in Appendix A.

SECOND DUE TRUCK COMPANY

Unit: Report to the dispatched assembly point.

Crew: Perform the duties of the **Safety Control Unit** at the opposite end of the incident work area.

Equipment: As listed in Appendix A.

THIRD DUE TRUCK COMPANY.

Unit: Position to avoid impeding responding or departing apparatus, but locate as necessary to facilitate completing the primary mission.

Crew: Proceed to the designated assembly point; prepare to perform the duties of the **safety control unit**; deploy a third **WSAD** on tracks adjacent to the incident. Assist with **personnel** accountability.

Equipment: As listed in Appendix A.

If it is not used as a **Safety Control Unit**, the third due truck company should notify the IC that it is ready for another assignment.

RESCUE SQUAD

Unit: Report to the designated assembly point.

Crew: Proceed to the designated assembly point, and ensure the completion of appropriate searches as soon as possible.

Equipment: As listed in Appendix A.

EMS UNIT(S)

Unit(s): The first EMS unit to arrive in the **rail yard** should establish an EMS Group and designate an EMS Staging Area; all other units should report to the EMS Staging Area and position the vehicles to facilitate egress.

Crew: Stand by at the EMS Staging Area; report to the IC via radio for instructions.

Equipment: As listed in Appendix A.

FIRST DUE COMMAND OFFICER. Establish the initial Command Post at the incident scene, preferably with access to METRO phones; establish a direct communication link to the **YCU**.

1. Establish initial communications by phone, and secure a **Command Conference Line**.
2. Provide the location of the Command Post to the **YCU** and **ECC**.
3. Determine the nature and location of the incident, and the train's **consist**. If the incident is in the **lead track area**, immediately initiate communications with **OCC**, as this section of track can be energized by both the **yardmaster** and **OCC**.
4. Designate an assembly point for incoming apparatus, if the first due engine has not already done so.

5. Determine the status of **third rail** power, and the location of employees and trains in the area (including CSX trains).
6. Determine the status of the ventilation system, if the incident is within a **rail yard** structure.
7. Ensure that at least one **WSAD** unit is placed in service at each end of the incident work area, and that sufficient additional **WSADs** are used in incident locations that encompass one or more **interlockings**, switches, sidings, etc., to warn **personnel** of **third rail** re-energization. Ensure that at least one additional **WSAD** is available if a device malfunctions during the incident.
8. Provide ECC with a situation report; maintain subsequent communications with ECC by phone, radio, or both.
9. Restrict the movement of **personnel**, and ensure implementation of accountability procedures.

SECOND DUE COMMAND OFFICER. Report to the designated assembly point; prepare to establish an Operations Section, or report to the location of the first due engine company, as directed by the IC.

ADDITIONAL COMMAND OFFICER. Report to the **rail yard tower**; coordinate operations with the **Yardmaster**, and establish communications with the IC. The second due engine company must not leave the **rail yard tower** until relieved by a command officer.