



DIVISION OF FIRE AND RESCUE SERVICES  
MONTGOMERY COUNTY, MD.

# DIRECTIVE

**NUMBER: 03-15**

November 18, 2003

**TO:** All DFRS Personnel

**FROM:** Chief Tom Carr 

**SUBJECT:** Handling Personal Protective Equipment (PPE) Following an Injury

The Safety Team is committed to providing recommendations on all types of safety issues. Specifically, the Safety Team continues to evaluate and make recommendations for changes to the personal protective equipment (PPE) issued to our personnel. In an attempt to continue this work, and track injuries to personnel, the following procedure should be followed for any injury where PPE may have been a factor.

Immediately after treatment and/or transport of the injured personnel, all PPE, including SCBA if worn, should be collected and bagged. Each bag should be tagged with an "Evidence" tag obtained from the Fire Investigators and sent to the DFRS Property Section. The incident number and employee's name should be written on the tag. The Property Section staff will record the receipt of the equipment, where it will remain until the Safety Team completes an inspection. Following inspection, the equipment may be sent directly for inspection, cleaning and repair by our contractor, or held for further testing and evaluation.

Personnel involved in an incident where their PPE has been impounded will be issued loaner or replacement gear until the Safety Team releases the equipment. Should the damage to the PPE be beyond repair, the Property Section will issue new PPE to the employee. If the PPE is impounded for a prolonged period of time due to the need for additional testing, the Property Section may elect to issue new PPE to the employee. In all cases, prior to returning impounded PPE to service, it must be inspected, cleaned and repaired using the current cleaning and inspection contractor.

While Montgomery County Policy and Procedure 812, "Injury Investigation Team Procedures" only calls for Safety Team involvement when "Critical Injury" occurs, this procedure will assist safety evaluations when Safety Team activation is not required. Following this process will allow for continuity and efficiency as the Safety Team continues to provide quality assurance to each employee. This process also assures each injury, regardless of severity, will be given appropriate evaluation.