

HR LF LR LF	HR HF LR HF	Massachusetts Fire District - 14 Dive Rescue Team Personnel Accountability DRT 3300-18-009	Effective Date 5/24/2026
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I) PURPOSE/SCOPE/APPLICATION

- A) To establish guidelines to enable the Dive Team Operations Officer to identify, locate, and account for all rescue personnel operating on the scene of a dive rescue incident or training evolution.
- B) This SOG will address Personnel Accountability during training and Live team activations
- C) This Standard Operating Guideline shall apply to all members of the District 14 Dive Rescue Team

II) REFERENCE DOCUMENTS

- A) N/A

III) DEFINITIONS

- A) **Identification Card**: Identification cards are issued by the team for the purpose of getting into an incident scene or showing team membership when requested.
- B) **Accountability Card**: Accountability cards will be issued to each member of the team.

IV) SPECIALIZED ROLES AND RESPONSIBILITIES

- A) All members are responsible for enforcing this SOG.

V) SAFETY

- A) N/A

VI) ENFORCEMENT

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- A) Failure to understand this Standard Operating Guideline may result in disciplinary action.
- B) Any deviation from this Standard Operating Guideline may require a written report to the Chief overseeing the team and/or the District 14 Chair.
- C) This policy is for internal use only and does not enlarge an employee's civil liability in any way. The policy should not be construed as creating a higher duty of care, in an evidentiary sense, with respect to third party civil claims against employees. A violation of this policy, if proven, can only form the basis of a complaint by this department for non-judicial administrative action in accordance with the laws governing employee discipline.

VII) STANDARD OPERATING GUIDELINE

- A) Prior to incidents:
 - 1) Members will be issued an identification card for purposes of gaining access to emergency incidents.
- B) Upon arrival on the incident scene:
 - 1) Team members should report to the assigned staging area and present their accountability card to the Staging / Accountability Officer.
 - 2) The Staging / Accountability Officer will contact Diver Operations to get updates on assignments needing to be filled.
 - 3) The Staging / Accountability Officer will give team members their assignments and tag them in as such.
- C) Termination of incident:

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- 1) All members will report to the Staging / Accountability Officer for accountability.
- 2) All identification and accountability cards will be returned to team members.

VIII) RECORDS, REPORTS, CHARTS, FORMS

A) N/A

Sog Review Dates: