

DEPARTMENT OF COMMUNITY AFFAIRS

New Jersey Fire Police Basic Training Course Instructor's Guide

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February 1996

NEW JERSEY DIVISION OF FIRE SAFETY

FIRE POLICE BASIC TRAINING COURSE INSTRUCTOR LESSON PLAN

COURSE INTRODUCTION

MODULE 1: INTRODUCTION

SUBJECT:

- A. MODULE 1 - COURSE INTRODUCTION
- B. MODULE 2 - NOTE TAKING
- C. MODULE 3 - INCIDENT COMMAND SYSTEM
- D. MODULE 4 - Demeanor
- E. MODULE 5 - HISTORY, LAW & DUTIES
- F. MODULE 6 - INVESTIGATIONS
- G. MODULE 7 - ARREST
- H. MODULE 8 - ENFORCEMENT POWERS
- I. MODULE 9 - COURTS
- J. MODULE 10 - RECOMMENDED PROTECTIVE CLOTHING
- K. MODULE 11 - MOTOR VEHICLE & RED/BLUE LIGHT LAWS
- L. MODULE 12 - TRAFFIC CONTROL

COURSE OBJECTIVES:

THE STUDENT SHALL:

1. DESCRIBE THE PROCEDURES NECESSARY TO TAKE EFFECTIVE NOTES REGARDING AN EMERGENCY INCIDENT.
2. DESCRIBE AND DEMONSTRATE THE PROPER Demeanor TO BE DISPLAYED BY FIRE POLICE WHEN INTERACTING WITH THE GENERAL PUBLIC.
3. DESCRIBE AND DEMONSTRATE AN UNDERSTANDING OF THE HISTORY OF THE FIRE POLICE IN NEW JERSEY.
4. LIST THE BASIC DUTIES OF THE FIRE POLICE.
5. IDENTIFY THE STATE LAWS THAT REFER TO AND EFFECT FIRE POLICE OPERATIONS.
6. LIST AND DEMONSTRATE THE PROCEDURES FOR CONDUCTING AN INVESTIGATION AT AN EMERGENCY SCENE.
7. DESCRIBE THE ENFORCEMENT POWERS OF THE FIRE POLICE.
8. LIST THE POWERS AND FUNCTIONS OF THE COURTS AS THEY RELATE TO FIRE POLICE.
9. DESCRIBE THE PROPER PROTECTIVE CLOTHING TO BE WORN BY FIRE POLICE.
10. IDENTIFY THE NEW JERSEY MOTOR VEHICLE LAWS THAT ARE PERTINENT TO THE FIRE POLICE JOB.
11. DESCRIBE THE PROPER PROCEDURES USED IN TRAFFIC CONTROL AT AN EMERGENCY SCENE.
12. DEFINE AND DESCRIBE THE BASIC FUNCTIONS OF THE INCIDENT COMMAND SYSTEM.

D. SUMMARY

5 MINUTES

1. BENEFITS OF NOTE TAKING
2. METHODS OF TAKING NOTES
3. TELL CLASS OF NEXT LESSON: INCIDENT COMMAND SYSTEM
4. DISMISS CLASS
5. RESTORE CLASSROOM
6. RETURN ANY EQUIPMENT AND MATERIALS USED

- i. FOR IMPORTANT POINTS EITHER CAPITALIZE OR UNDERLINE.
 - j. LEAVE A MARGIN TO ALLOW FOR ANY OMISSIONS, ADDITIONS OR REFERENCES.
 - k. DOUBLE CHECK ANY STATISTICS USED.
 - l. ALWAYS REVIEW THE NOTES AFTER WRITING THEM.
3. LAYOUT FOR NOTE TAKING
- a. USE AN OUTLINE FORMAT
 - b. TYPICAL FORM WOULD BE
 - (1) MAIN SUBJECT HEADING
 - (2) MAIN SUB-HEADING
 - (3) ADDITIONAL SUB-HEADINGS

EXAMPLE:**A. MAJOR HEADING****1. MAIN SUB-HEADING****a. SUB-HEADING****b. SUB-HEADING**

FAR BEHIND

- (2) TRY NOT TO ANTICIPATE WHAT THEY ARE GOING TO SAY.
 - (3) DO NOT CHANGE THE THOUGHT BEHIND WHAT HAS BEEN SAID.
- b. ATTEMPT TO GET THE MEANING OF WHAT IS BEING SAID, AND THEN TAKE THE "MEAT" OF IT FOR THE NOTES.
 - c. USE KEY WORDS AND EXPRESSIONS.
 - d. DO NOT USE DESCRIPTIVE MATERIAL, CONDENSE WITHOUT LOSING THE THOUGHT. (KEEP IT SIMPLE)
 - e. MAKE SURE YOU COPY IN FULL:
 - (1) ALL DEFINITIONS
 - (2) ALL QUOTES
 - (3) ANY SPECIAL POINTS OF INFORMATION
 - f. TRANSCRIBE NOTES IN LONGHAND
 - g. MAKE A NOTE OF EXAMPLES, THEY CLARIFY POINTS
 - h. NOTE ANY NEGATIVE POINTS AS WELL AS POSITIVE POINTS.

4. TAKING NOTES WILL AID YOU IN MENTALLY RETAINING THE MATERIAL FOR A FUTURE TIME.
5. NOTES WILL AID YOU IN THE FOLLOWING:
 - a. MAKING AN ORDERLY REPORT.
 - b. ASSIST YOUR MEMORY IN THE EVENT YOU ARE CALLED TO TESTIFY IN COURT.
 - c. WILL ASSIST YOURSELF AND THE PROSECUTOR IN THE PROSECUTION OF A CASE.
6. FIRE POLICE SHOULD ALWAYS HAVE A NOTE PAD AND PEN OR PENCIL WITH THEM ON CALLS

C. HOW TO TAKE NOTES

10 MINUTES

NOTE: TAKE NOTES OF THE LECTURES TO REINFORCE THE PROCEDURE FOR TAKING NOTES

1. ESTABLISH PURPOSE OF THE LECTURE
 - a. WHAT IS LECTURER TRYING TO SAY
2. NOTE TAKING METHOD
 - a. FOLLOW THE SPEAKER
 - (1) TRY TO KEEP ONE THOUGHT AHEAD OF THE SPEAKER AT ALL TIMES. TRY NOT TO FALL TOO

B. BENEFITS

10 MINUTES

1. THE BENEFITS YOU WILL GET FROM THIS COURSE WILL BE IN PROPORTION TO THE AMOUNT OF MATERIAL THAT YOU RETAIN FROM THIS COURSE.
2. MEMORY
 - a. AVERAGE PERSON REMEMBERS APPROXIMATELY 10 PER CENT OF WHAT THEY HEARD FOR A SHORT TIME AFTER HEARING IT.
 - b. AVERAGE PERSON REMEMBERS APPROXIMATELY 30 PER CENT TO 50 PER CENT OF WHAT THEY HAVE ACTUALLY SEEN FOR A SHORT TIME AFTER SEEING IT.
 - c. AVERAGE PERSON REMEMBERS APPROXIMATELY 80 PER CENT TO 90 PER CENT OF WHAT THEY HAVE ACTUALLY DONE FOR A SHORT TIME AFTER DOING IT.
3. LEARNING THE PROPER WAY TO TAKE NOTES HERE WILL ENABLE YOU TO MAKE "INTELLIGENT" NOTES WHEN YOU ARE ACTIVELY ENGAGED IN FIRE POLICE ACTIVITIES.

ADMINISTRATIVE TASKS

- PASS OUT STUDENT HANDOUTS
- HAVE STUDENTS SIGN CLASS ROSTER
- INDICATE EXITS
- INTRODUCE SELF TO CLASS

A. INTRODUCTION

5 MINUTES

ONE OF THE MOST IMPORTANT FACTORS IN GOOD FIRE POLICE WORK IS THE ABILITY TO GATHER INFORMATION ABOUT AN EMERGENCY SCENE, AND MAKE INTELLIGENT NOTES FROM THOSE MEMORIES.

IN THIS LESSON YOU WILL LEARN THE BENEFITS OF GOOD NOTE TAKING, AND THE PROPER METHOD FOR TAKING INTELLIGENT NOTES.

PREFACE

THIS COURSE WAS DERIVED FROM THE BURLINGTON COUNTY FIRE POLICE ASSOCIATION'S RECRUIT FIRE POLICE TRAINING PROGRAM.

DEVELOPED IN 1991 AND FIRST OFFERED IN 1992, THE BURLINGTON COUNTY COURSE SOON BECAME A SOUGHT AFTER COURSE THROUGHOUT THE STATE. IN 1994, THE DIVISION OF FIRE SAFETY IN CONJUNCTION WITH THE BURLINGTON COUNTY FIRE POLICE ASSOCIATION REVISED THIS COURSE WITH THE INTENTION OF MAKING IT AVAILABLE STATE-WIDE. ENDORSED BY THE TRAINING AND EDUCATION ADVISORY COUNCIL, THE NEW JERSEY FIRE SAFETY COMMISSION, AND THE NEW JERSEY STATE FIRE POLICE ASSOCIATION, THIS COURSE WILL NOW SERVE AS THE STATE RECOGNIZED FIRE POLICE RECRUIT TRAINING PROGRAM.

THIS COURSE WOULD NOT BE A REALITY IF IT WERE NOT FOR THE INITIATIVE OF THE MEN AND WOMEN OF THE BURLINGTON COUNTY FIRE POLICE ASSOCIATION ALONG WITH THE HELP OF THE COUNTY OFFICES OF PUBLIC SAFETY AND EMERGENCY MANAGEMENT, THE BURLINGTON COUNTY POLICE ACADEMY, AND THE MEDFORD AND WILLINGBORO TOWNSHIP POLICE DEPARTMENTS.

THE FOLLOWING INDIVIDUALS DESERVE SPECIAL RECOGNITION:

PEG STINGER, PRESIDENT, NEW JERSEY STATE FIRE POLICE ASSOCIATION
RON PAGLIONE, PAST PRESIDENT, BURLINGTON COUNTY FIRE POLICE ASSOCIATION
EDMOND TINUCCI, CHIEF INSTRUCTOR, BURLINGTON COUNTY FIRE POLICE ASSOCIATION
HENRY VAN BRUNT, BURLINGTON COUNTY PUBLIC SAFETY DIRECTOR (RETIRED)
BURLINGTON COUNTY FIRE MARSHAL'S OFFICE
WILLIAM ROWLEY, BURLINGTON COUNTY EMERGENCY MANAGEMENT COORDINATOR
WILLIAM PAINTER, CHIEF INSTRUCTOR, BURLINGTON COUNTY POLICE ACADEMY & WILLINGBORO POLICE DEPARTMENT (RETIRED)
HOWARD BLACK, MEDFORD TOWNSHIP POLICE DEPARTMENT

THE DIVISION OF FIRE SAFETY THANKS THESE INDIVIDUALS FOR LAYING THE FOUNDATION FOR THIS COURSE.

NEW JERSEY DIVISION OF FIRE SAFETY

FIRE POLICE BASIC TRAINING COURSE

INSTRUCTOR LESSON PLAN

MODULE 2 - NOTE TAKING

SUBJECT:

- A. INTRODUCTION
- B. BENEFITS
- C. HOW TO TAKE NOTES
- D. SUMMARY

LESSON OBJECTIVES:

THE STUDENT SHALL:

1. LIST THREE (3) USES FOR PROPER NOTES.
2. DESCRIBE AN APPROVED METHOD OF PROPERLY TAKING NOTES.

EQUIPMENT NEEDED:

- CLASS ROSTER
- BLACKBOARD/WHITEBOARD
- CHALK/MARKER
- COURSE LESSON PLAN
- STUDENT HANDOUTS

PREPARATION:

- HAVE ROSTER AVAILABLE FOR STUDENTS TO SIGN.
- HAVE STUDENT HANDOUTS AVAILABLE

LEVEL OF LEARNING: BASIC

LESSON FLOW:

A. INTRODUCTION	5 MINUTES
B. BENEFITS	10 MINUTES
C. HOW TO TAKE NOTES	10 MINUTES
D. SUMMARY	5 MINUTES
TOTAL	30 MINUTES

A. INTRODUCTION

15 MINUTES

EQUALLY AS IMPORTANT AS THE SERVICES PROVIDED BY THE FIREFIGHTER AT AN EMERGENCY SCENE ARE THE SERVICES OF THE FIRE POLICE. LIVES AND PROPERTY CAN BE SAVED THROUGH THE EFFICIENT AND DILIGENT COORDINATION OF WORK BY THE FIREFIGHTERS AND FIRE POLICE.

IT IS THE PURPOSE OF THIS BASIC TRAINING COURSE FOR FIRE POLICE TO PREPARE THE STUDENTS TO PERFORM EFFICIENTLY AT AN EMERGENCY SCENE.

DURING THE COURSE OF THIS PROGRAM YOU WILL BE INTRODUCED TO THE FOLLOWING:

1. THE LAWS CREATING THE FIRE POLICE
2. LAWS THAT PERTAIN TO THE SPECIFIC DUTIES OF THE FIRE POLICE IN THE STATE OF NEW JERSEY.
3. METHODS OF ENFORCING THOSE LAWS, AS WELL AS WAYS OF ASSISTING THE FIRE DEPARTMENT IN CONTROLLING THE EMERGENCY SCENE AND MAKING IT SAFER.

WHILE IT IS NOT THE PURPOSE OF THIS PROGRAM TO MAKE YOU A SEASONED INVESTIGATOR, OR EVEN TO ATTEMPT TO MAKE YOU A FULL-TIME POLICE OFFICER, WE WILL TRY TO GIVE YOU THE SKILLS AND THE KNOWLEDGE TO ASSIST INVESTIGATORS IN THEIR JOBS. SINCE, IN MANY CASES, THE FIRE POLICE IS AT THE SCENE BEFORE THE INVESTIGATOR ARRIVES THE FIRE POLICE CAN TAKE NOTES AND, AID IN PRESERVING EVIDENCE.

WITH CUT BACKS IN MANY SERVICES INCLUDING POLICE PERSONNEL DUE TO BUDGETARY CONSTRAINTS, IT IS STILL IMPORTANT THAT THE SERVICES BE PROVIDED. THE FIRE POLICE ARE A MAJOR ASSET IN THIS AREA. THE FIRE POLICE CAN ASSIST THE POLICE IN TRAFFIC CONTROL, EVACUATIONS AND CROWD CONTROL AT MANY EMERGENCY SCENES, THUS ALLOWING THE REGULAR POLICE TO CARRY OUT OTHER IMPORTANT DUTIES.

WE REALIZE THAT THE FIRE POLICE MUST BE PROPERLY TRAINED IN EVERY FACET OF THEIR JOBS SO THINGS WILL GO EFFICIENTLY, EFFECTIVELY AND SAFELY AT THE EMERGENCY SCENE. WE WILL COVER EVERY DUTY THAT FIRE POLICE MAY ENCOUNTER ACCORDING TO THE LAWS OF NEW JERSEY. TO OBTAIN THIS GOAL WE HAVE ASSEMBLED AN OUTSTANDING GROUP OF INSTRUCTORS TO TEACH THIS COURSE.

ADMINISTRATIVE TASKS

- PASS OUT STUDENT HANDOUTS
- HAVE STUDENTS SIGN CLASS ROSTER
- INDICATE EXITS
- INTRODUCE SELF TO CLASS

A. INTRODUCTION

5 MINUTES

ONE OF THE MOST IMPORTANT FACTORS IN GOOD FIRE POLICE WORK IS THE ABILITY TO GATHER INFORMATION ABOUT AN EMERGENCY SCENE, AND MAKE INTELLIGENT NOTES FROM THOSE MEMORIES.

IN THIS LESSON YOU WILL LEARN THE BENEFITS OF GOOD NOTE TAKING, AND THE PROPER METHOD FOR TAKING INTELLIGENT NOTES.

B. BENEFITS

10 MINUTES

1. THE BENEFITS YOU WILL GET FROM THIS COURSE WILL BE IN PROPORTION TO THE AMOUNT OF MATERIAL THAT YOU RETAIN FROM THIS COURSE.
2. MEMORY
 - a. AVERAGE PERSON REMEMBERS APPROXIMATELY 10 PER CENT OF WHAT THEY HEARD FOR A SHORT TIME AFTER HEARING IT.
 - b. AVERAGE PERSON REMEMBERS APPROXIMATELY 30 PER CENT TO 50 PER CENT OF WHAT THEY HAVE ACTUALLY SEEN FOR A SHORT TIME AFTER SEEING IT.
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3. LEARNING THE PROPER WAY TO TAKE NOTES HERE WILL ENABLE YOU TO MAKE "INTELLIGENT" NOTES WHEN YOU ARE ACTIVELY ENGAGED IN FIRE POLICE ACTIVITIES.

4. TAKING NOTES WILL AID YOU IN MENTALLY RETAINING THE MATERIAL FOR A FUTURE TIME.
5. NOTES WILL AID YOU IN THE FOLLOWING:
 - a. MAKING AN ORDERLY REPORT.
 - b. ASSIST YOUR MEMORY IN THE EVENT YOU ARE CALLED TO TESTIFY IN COURT.
 - c. WILL ASSIST YOURSELF AND THE PROSECUTOR IN THE PROSECUTION OF A CASE.
6. FIRE POLICE SHOULD ALWAYS HAVE A NOTE PAD AND PEN OR PENCIL WITH THEM ON CALLS

C. HOW TO TAKE NOTES**10 MINUTES**

NOTE: TAKE NOTES OF THE LECTURES TO REINFORCE THE PROCEDURE FOR TAKING NOTES

1. ESTABLISH PURPOSE OF THE LECTURE
 - a. WHAT IS LECTURER TRYING TO SAY
2. NOTE TAKING METHOD
 - a. FOLLOW THE SPEAKER
 - (1) TRY TO KEEP ONE THOUGHT AHEAD OF THE SPEAKER AT ALL TIMES. TRY NOT TO FALL TOO

FAR BEHIND

(2) TRY NOT TO ANTICIPATE WHAT THEY ARE
GOING TO SAY.

(3) DO NOT CHANGE THE THOUGHT BEHIND WHAT
HAS BEEN SAID.

b. ATTEMPT TO GET THE MEANING OF WHAT IS BEING
SAID, AND THEN TAKE THE "MEAT" OF IT FOR THE
NOTES.

c. USE KEY WORDS AND EXPRESSIONS.

d. DO NOT USE DESCRIPTIVE MATERIAL, CONDENSE
WITHOUT LOSING THE THOUGHT. (KEEP IT
SIMPLE)

e. MAKE SURE YOU COPY IN FULL:

(1) ALL DEFINITIONS

(2) ALL QUOTES

(3) ANY SPECIAL POINTS OF INFORMATION

f. TRANSCRIBE NOTES IN LONGHAND

g. MAKE A NOTE OF EXAMPLES, THEY CLARIFY
POINTS

h. NOTE ANY NEGATIVE POINTS AS WELL AS POSITIVE
POINTS.

LESSON OUTLINE**INSTRUCTOR NOTES**

- i. FOR IMPORTANT POINTS EITHER CAPITALIZE OR UNDERLINE.
 - j. LEAVE A MARGIN TO ALLOW FOR ANY OMISSIONS, ADDITIONS OR REFERENCES.
 - k. DOUBLE CHECK ANY STATISTICS USED.
 - l. ALWAYS REVIEW THE NOTES AFTER WRITING THEM.
3. LAYOUT FOR NOTE TAKING
- a. USE AN OUTLINE FORMAT
 - b. TYPICAL FORM WOULD BE
 - (1) MAIN SUBJECT HEADING
 - (2) MAIN SUB-HEADING
 - (3) ADDITIONAL SUB-HEADINGS

EXAMPLE:**A. MAJOR HEADING****1. MAIN SUB-HEADING****a. SUB-HEADING****b. SUB-HEADING**

LESSON OUTLINE

INSTRUCTOR NOTES

D. SUMMARY

5 MINUTES

1. BENEFITS OF NOTE TAKING
2. METHODS OF TAKING NOTES
3. TELL CLASS OF NEXT LESSON: INCIDENT COMMAND SYSTEM
4. DISMISS CLASS
5. RESTORE CLASSROOM
6. RETURN ANY EQUIPMENT AND MATERIALS USED

EQUIPMENT NEEDED:

- CLASS ROSTER
- REGISTRATION FORMS
- STUDENT MANUAL
- BLACKBOARD/WHITE BOARD & CHALK/MARKERS
- LESSON PLAN FOR MODULE 1

PREPARATION:

- HAVE HANDOUTS
- SET UP CLASSROOM IN DESIRED CONFIGURATION

LEVEL OF LEARNING: BASIC

COURSE FLOW:

MODULE 1 - COURSE INTRODUCTION	15 MINUTES
MODULE 2 - NOTE TAKING	30 MINUTES
MODULE 3 - INCIDENT COMMAND SYSTEM	40 MINUTES
MODULE 4 - DEMEANOR	30 MINUTES
MODULE 5 - HISTORY, LAW & DUTIES	30 MINUTES
MODULE 6 - INVESTIGATIONS	75 MINUTES
MODULE 7 - ARREST	45 MINUTES
MODULE 8 - ENFORCEMENT POWERS	45 MINUTES
MODULE 9 - COURTS	20 MINUTES
MODULE 10 - RECOMMENDED PROTECTIVE CLOTHING	20 MINUTES
MODULE 11 - MOTOR VEHICLE & RED/BLUE LIGHT LAWS	70 MINUTES
MODULE 12 - TRAFFIC CONTROL	160 MINUTES
MODULE 13 - OUTDOOR PRACTICAL SESSION	180 MINUTES
TOTAL	760 MINUTES

ADMINISTRATIVE TASKS

- PASS OUT STUDENT HANDOUTS
- INDICATE EXITS
- INTRODUCE SELF TO CLASS

IT IS SUGGESTED THAT EACH MODULE BE TAUGHT BY A DIFFERENT INSTRUCTOR. IF AT ALL POSSIBLE, THAT PERSON SHOULD BE A PROFESSIONAL IN THAT FIELD. THE PRESENCE OF SUCH A QUALIFIED PERSON WILL LEND CREDENCE TO THE MATERIALS BEING PRESENTED.

IT IS SUGGESTED THAT EACH INSTRUCTOR BE ISSUED A COPY OF THE STUDENT MANUAL AND MAKE HIM /HERSELF FAMILIAR WITH IT.

NEW JERSEY DIVISION OF FIRE SAFETY

FIRE POLICE BASIC TRAINING COURSE INSTRUCTOR LESSON PLAN

COURSE INTRODUCTION

MODULE 1: INTRODUCTION

SUBJECT:

- A. MODULE 1 - COURSE INTRODUCTION
- B. MODULE 2 - NOTE TAKING
- C. MODULE 3 - INCIDENT COMMAND SYSTEM
- D. MODULE 4 - DEMEANOR
- E. MODULE 5 - HISTORY, LAW & DUTIES
- F. MODULE 6 - INVESTIGATIONS
- G. MODULE 7 - ARREST
- H. MODULE 8 - ENFORCEMENT POWERS
- I. MODULE 9 - COURTS
- J. MODULE 10 - RECOMMENDED PROTECTIVE CLOTHING
- K. MODULE 11 - MOTOR VEHICLE & RED/BLUE LIGHT LAWS
- L. MODULE 12 - TRAFFIC CONTROL

COURSE OBJECTIVES:

THE STUDENT SHALL:

1. DESCRIBE THE PROCEDURES NECESSARY TO TAKE EFFECTIVE NOTES REGARDING AN EMERGENCY INCIDENT.
2. DESCRIBE AND DEMONSTRATE THE PROPER DEMEANOR TO BE DISPLAYED BY FIRE POLICE WHEN INTERACTING WITH THE GENERAL PUBLIC.
3. DESCRIBE AND DEMONSTRATE AN UNDERSTANDING OF THE HISTORY OF THE FIRE POLICE IN NEW JERSEY.
4. LIST THE BASIC DUTIES OF THE FIRE POLICE.
5. IDENTIFY THE STATE LAWS THAT REFER TO AND EFFECT FIRE POLICE OPERATIONS.
6. LIST AND DEMONSTRATE THE PROCEDURES FOR CONDUCTING AN INVESTIGATION AT AN EMERGENCY SCENE.
7. DESCRIBE THE ENFORCEMENT POWERS OF THE FIRE POLICE.
8. LIST THE POWERS AND FUNCTIONS OF THE COURTS AS THEY RELATE TO FIRE POLICE.
9. DESCRIBE THE PROPER PROTECTIVE CLOTHING TO BE WORN BY FIRE POLICE.
10. IDENTIFY THE NEW JERSEY MOTOR VEHICLE LAWS THAT ARE PERTINENT TO THE FIRE POLICE JOB.
11. DESCRIBE THE PROPER PROCEDURES USED IN TRAFFIC CONTROL AT AN EMERGENCY SCENE.
12. DEFINE AND DESCRIBE THE BASIC FUNCTIONS OF THE INCIDENT COMMAND SYSTEM.

NEW JERSEY DIVISION OF FIRE SAFETY

FIRE POLICE BASIC TRAINING COURSE

INSTRUCTOR LESSON PLAN

MODULE 3: INCIDENT COMMAND SYSTEM

SUBJECT:

- A. INTRODUCTION
- B. INCIDENT COMMAND SYSTEM BACKGROUND
- C. INCIDENT COMMAND SYSTEM TERMINOLOGY
- D. FIRE POLICE & INCIDENT COMMAND SYSTEM
- E. SUMMARY

LESSON OBJECTIVES:

THE STUDENT SHALL:

1. DEFINE THE TERM "INCIDENT COMMAND SYSTEM".
2. DESCRIBE THE DEVELOPMENT OF THE INCIDENT COMMAND SYSTEM.
3. DEFINE THE FOLLOWING TERMS:
 - A. INCIDENT COMMANDER
 - B. STAGING AREA
 - C. OPERATIONS
 - D. PLANNING
 - E. LOGISTICS
 - F. FINANCE
 - G. SAFETY
 - H. DIVISION
 - I. GROUP
4. DESCRIBE THE ROLE OF THE FIRE POLICE IN THE INCIDENT COMMAND SYSTEM ORGANIZATION.

EQUIPMENT NEEDED:

- CLASS ROSTER
- CHALKBOARD/WHITE BOARD
- CHALK/MARKER
- STUDENT HANDOUTS

PREPARATION:

- HAVE ROSTER AVAILABLE FOR STUDENTS TO SIGN.
- HAVE STUDENT HANDOUTS AVAILABLE

LEVEL OF LEARNING: BASIC

LESSON FLOW:

A. INTRODUCTION	5 MINUTES
B. INCIDENT COMMAND SYSTEM BACKGROUND	10 MINUTES
C. INCIDENT COMMAND SYSTEM TERMINOLOGY	10 MINUTES
D. FIRE POLICE & INCIDENT COMMAND SYSTEM	10 MINUTES
E. SUMMARY	5 MINUTES
TOTAL	40 MINUTES

ADMINISTRATIVE TASKS

- PASS OUT STUDENT HANDOUTS
- HAVE STUDENTS SIGN THE CLASS ROSTER
- INDICATE EXITS
- INTRODUCE SELF TO CLASS

A. INTRODUCTION 5 MINUTES

THE PRIMARY GOAL OF THE FIRE SERVICE IS PRESERVING LIFE AND PROPERTY BY EITHER SUPPRESSING OR PREVENTING FIRES. TO ACCOMPLISH THIS GOAL, THE FIRE DEPARTMENT MUST HAVE A SOUND ORGANIZATIONAL STRUCTURE. THIS STRUCTURE MUST HAVE A FRAMEWORK OF ACTIVITY GROUPS AND AUTHORITY RELATIONSHIPS THAT WILL REDUCE DELAYS AND DISAGREEMENTS IN DECISION MAKING, OVERLAPS AND GAPS IN RESPONSIBILITY AND DUPLICATION OF EFFORT.

THIS ORGANIZATION IS NOT SOMETHING THAT SHOULD BE USED FOR ONLY LARGE INCIDENTS. FOR IT TO WORK; IT MUST BE USED AT EVERY INCIDENT NO MATTER HOW SMALL. IT IS ESSENTIAL THAT EVERY MEMBER OF THE FIRE DEPARTMENT SHOULD UNDERSTAND WHERE THEY STAND IN THE SYSTEM AND HOW THE SYSTEM WORKS.

IN ORDER FOR THIS SYSTEM TO WORK, ALL AGENCIES INVOLVED MUST UNDERSTAND AND BE ABLE TO WORK WITHIN THE FRAME WORK OF THE SYSTEM. THIS INCLUDES FIRE, POLICE, EMERGENCY MANAGEMENT, EMERGENCY MEDICAL.

WE KNOW OF THE IMPORTANCE OF THE WORK PERFORMED BY THE FIRE POLICE AT AN EMERGENCY. IN THIS LESSON WE WILL INTRODUCE THE FIRE POLICE OFFICER TO THE ESSENTIALS OF THE INCIDENT COMMAND SYSTEM, AND EXPLAIN WHERE THE FIRE POLICE FIT INTO THE OVERALL PICTURE. WE WILL ALSO EXPLAIN HOW AN INCIDENT COMMAND SYSTEM CAN BE USED FOR THE OPERATIONS OF THE FIRE POLICE.

B. INCIDENT COMMAND SYSTEM BACKGROUND 10 MINUTES

1. IT IS AN EMERGENCY MANAGEMENT SYSTEM.
2. APPLIES SAME PRINCIPLES TO EMERGENCY MANAGEMENT THAT ARE USED IN BUSINESS.
3. ORIGINALLY DEVELOPED IN CALIFORNIA TO HANDLE MAJOR BRUSH FIRES DURING THE 1970'S.
4. DESIGNED SO MULTIPLE AGENCIES AND DEPARTMENTS CAN WORK EFFECTIVELY IN IT.
5. PROVIDES:
 - a. ACCOUNTABILITY
 - b. FIREFIGHTER SAFETY
 - c. SPAN OF CONTROL
 - d. UNIFIED COMMAND
 - e. UNITY OF COMMAND
6. PROVIDES THE INCIDENT COMMANDER WITH A LOGICAL PATH TO HANDLE AN EMERGENCY.
 - a. PROVIDES A COMMAND SEQUENCE TO FOLLOW
 - (1) INCIDENT PRIORITIES:
 - (a) LIFE SAFETY
 - (b) INCIDENT STABILIZATION (FIRE CONTROL)
 - (c) PROPERTY CONSERVATION

(2) SIZE-UP OF THE SITUATION BASED ON CERTAIN INFORMATION RECEIVED PRIOR TO INCIDENT AND DURING THE INCIDENT.

(3) GOALS AND OBJECTIVES

(a) SAME AS TACTICS AND STRATEGIES;

(b) BASED ON INCIDENTS PRIORITIES, SIZE-UP;

(c) GOALS ARE STRATEGIES AND TELLS WHAT NEEDS TO BE DONE;

(d) OBJECTIVES ARE TACTICS AND DETERMINES HOW IT WILL BE DONE AND BY WHO.

7. PROVIDES THE INCIDENT COMMANDER WITH A TOOL BOX OF RESOURCES THAT HE OR SHE CAN USE AT THE INCIDENT.

8. CAN EXPAND OR SHRINK AS THE INCIDENT DICTATES.

C. INCIDENT COMMAND SYSTEM TERMINOLOGY 10 MINUTES

1. INCIDENT COMMAND SYSTEM IS DIVIDED INTO FIVE (5) FUNCTIONAL AREAS.

a. COMMAND

(1) HAS OVERALL RESPONSIBILITY FOR INCIDENT;

(2) ESTABLISHES GOALS AND OBJECTIVES THAT NEED TO BE ACCOMPLISHED;

- (3) CAN HAVE THREE (3) STAFF POSITIONS:
 - (a) SAFETY
 - (b) PUBLIC INFORMATION
 - (c) LIAISON
- b. OPERATIONS
 - (1) FUNCTIONAL AREA THAT IS RESPONSIBLE FOR ALL TACTICAL OPERATIONS THAT ARE NEEDED TO MEET THE GOALS AND OBJECTIVES;
 - (2) OPERATIONS SUPERVISOR IS ANSWERABLE TO THE INCIDENT COMMANDER.
 - (3) CAN BE BROKEN DOWN INTO:
 - (a) DIVISIONS - RESOURCES OPERATING IN A GEOGRAPHICAL AREA;
 - (b) GROUPS - RESOURCES OPERATING IN A FUNCTIONAL AREA (SEARCH, VENT).
 - (4) STAGING
 - (a) WHERE AVAILABLE RESOURCES ARE KEPT UNTIL NEEDED;
 - (b) ALLOW ACCOUNTABILITY OF RESOURCES.
- c. PLANNING
 - (1) FUNCTIONAL AREA THAT IS RESPONSIBLE FOR THE GATHERING AND ASSIMILATION OF INFORMATION THAT IS USED TO AID IN MEETING THE GOALS AND

OBJECTIVES

- (2) IS ANSWERABLE TO THE INCIDENT COMMANDER.
- d. LOGISTICS
 - (1) FUNCTIONAL AREA RESPONSIBLE FOR PROVIDING SUPPORT FACILITIES AND SERVICES (FOOD, FUEL, MAINTENANCE);
 - (2) IS ANSWERABLE TO THE INCIDENT COMMANDER.
- e. FINANCE
 - (1) FUNCTIONAL AREA RESPONSIBLE FOR ALL FINANCIAL ASPECTS OF THE INCIDENT.
- 2. WHILE THE INCIDENT COMMAND SYSTEM SEEMS LARGE AND INTIMIDATING, IT IS NOT.
 - a. YOU NEED ONLY USE THE RESOURCE TOOLS OR FUNCTIONAL AREAS YOU NEED TO ACCOMPLISH THE GOALS AND OBJECTIVES;
 - b. AS THE INCIDENT GROWS SO DOES THE RESOURCE TOOLS YOU NEED;
 - c. AS THE INCIDENT SHRINKS, SO DOES THE RESOURCE TOOLS YOU NEED.
- 3. AS MENTIONED BEFORE EVERYONE SHOULD KNOW THE WORKINGS OF THE COMMAND SYSTEM AND WHAT THEIR PLACE IS IN IT.
- 4. SUMMARY OF BENEFITS OF INCIDENT COMMAND SYSTEM.

- a. WORKS ON EVERY TYPE OF INCIDENT;
- b. PROVIDES UNITY OF COMMAND;
- c. ESTABLISHES CLEAR LINES OF COMMUNICATIONS;
- d. MINIMIZES FREE LANCE FIRE FIGHTING;
- e. ALLOWS FOR MULTIPLE AGENCY RESPONSE THAT IS UNDERSTOOD BY ALL;
- f. SYSTEM CAN BE EXPANDED AS NEEDED;
- g. BETTER UTILIZATION OF RESOURCES;
- h. ENHANCES SAFETY OF PERSONNEL.

D. FIRE POLICE & INCIDENT COMMAND SYSTEM 10 MINUTES

1. THE FIRE POLICE, LIKE MANY OTHER EMERGENCY SERVICES, HAVE THEIR PLACE IN THE INCIDENT COMMAND STRUCTURE.
2. THE FIRE POLICE CAN FILL A NUMBER OF FUNCTIONS ON THE EMERGENCY SCENE.
 - a. DIRECT TRAFFIC AT OR NEAR THE STAGING AREA;
 - b. BE RESPONSIBLE FOR PERIMETER SECURITY;
 - c. ASSIST IN EVACUATION OF PEOPLE FROM THE DANGER AREA.
3. MOST OF THESE DUTIES WOULD EITHER HAVE THE

FIRE POLICE ANSWERABLE TO THE INCIDENT
COMMANDER AT A SIMPLE INCIDENT OR
ANSWERABLE TO THE OPERATIONS CHIEF AT A MORE
COMPLEX INCIDENT.

4. IN THEIR OPERATIONS THE FIRE POLICE CAN SET UP
THEIR OPERATION IN AN INCIDENT COMMAND
SYSTEM.
5. TYPICAL SETUPS.

**NOTE: SEE DIAGRAMS OF THESE SCENARIOS IN
MODULE 3, PAGE 4 & 5**

SCENARIO # 1

- (1) FIRE POLICE OFFICER IN CHARGE (INCIDENT
COMMANDER)
- (2) FIRE POLICE OFFICER IN CHARGE OF TRAFFIC
CONTROL (FUNCTIONAL TASK)
- (3) FIRE POLICE OFFICER IN CHARGE OF THE
STAGING AREA (FUNCTIONAL TASK)
- (4) FIRE POLICE OFFICER IN CHARGE OF
EVACUATION PROCEDURES (FUNCTIONAL
TASK)

a. SCENARIO # 2

(1) FIRE POLICE OFFICER IN CHARGE (INCIDENT
COMMANDER)

(2) FIRE POLICE OFFICER IN CHARGE OF OVERALL
TRAFFIC (FUNCTIONAL TASK)

(3) FIRE POLICE OFFICER RESPONSIBLE FOR
TRAFFIC ON NORTH SIDE OF INCIDENT
(DIVISIONAL (GEOGRAPHIC) TASK)

(4) FIRE POLICE OFFICER RESPONSIBLE FOR
TRAFFIC ON SOUTH SIDE OF INCIDENT
(DIVISIONAL (GEOGRAPHIC) TASK)

(5) FIRE POLICE OFFICER IN CHARGE OF
EVACUATION OF EAST SIDE OF INCIDENT
(DIVISIONAL (GEOGRAPHIC) TASK)

(6) FIRE POLICE IN CHARGE OF STAGING
(FUNCTIONAL TASK)

6. AS CAN BE SEEN BY THE EXAMPLES THE FIRE
DEPARTMENT CAN USE THE FIRE POLICE VERY
EFFECTIVELY TO CONTROL AND COORDINATE THE
OPERATIONS OF A SCENE THAT THEY ARE WORKING.

E. SUMMARY

5 MINUTES

1. INCIDENT COMMAND SYSTEM BACKGROUND
2. INCIDENT COMMAND SYSTEM TERMINOLOGY
3. FIRE POLICE & INCIDENT COMMAND SYSTEM
4. TELL CLASS OF NEXT LESSON: DEMEANOR
5. DISMISS CLASS
6. RESTORE CLASSROOM
7. RETURN ANY EQUIPMENT AND MATERIALS USED

NEW JERSEY DIVISION OF FIRE SAFETY

FIRE POLICE BASIC TRAINING COURSE

INSTRUCTOR LESSON PLAN

MODULE 4: Demeanor

SUBJECT

- A. INTRODUCTION
- B. THE PUBLIC'S POINT OF VIEW
- C. FIRE POLICE & Demeanor
- D. GENERAL FACTORS
- E. SUMMARY

LESSON OBJECTIVES:

THE STUDENT SHALL:

1. DESCRIBE THE PUBLIC'S PERCEPTION OF FIRE POLICE.
2. LIST WAYS THAT FIRE POLICE CAN GAIN RESPECT OF THE PUBLIC THROUGH PROFESSIONAL Demeanor.
3. LIST AT LEAST SIX (6) FACTORS TO BE CONSIDERED WHEN DEALING WITH THE GENERAL PUBLIC.

EQUIPMENT NEEDED:

CLASS ROSTER

- BLACKBOARD/WHITEBOARD
- CHALK/MARKER
- COURSE LESSON PLAN
- STUDENT HANDOUTS

PREPARATION:

- HAVE ROSTER AVAILABLE FOR STUDENTS TO SIGN.
- HAVE STUDENT HANDOUTS AVAILABLE

LEVEL OF LEARNING: BASIC

LESSON FLOW:

A. INTRODUCTION	2 MINUTES
B. THE PUBLIC'S POINT OF VIEW	10 MINUTES
C. FIRE POLICE & DEMEANOR	10 MINUTES
D. GENERAL FACTORS	5 MINUTES
E. SUMMARY	2 MINUTES
TOTAL	30 MINUTES

ADMINISTRATIVE TASKS

- PASS OUT STUDENT HANDOUTS
- HAVE STUDENTS SIGN CLASS ROSTER
- INDICATE EXITS
- INTRODUCE SELF TO CLASS

A. INTRODUCTION

2 MINUTES

YOU WILL REALIZE THAT A TRAINED PUBLIC RELATIONS PERSON IS A COSTLY ITEM; THEREFORE, SELDOM ARE THERE ANY PROVISIONS MADE FOR SUCH AN EXPENDITURE IN POLICE OR FIRE BUDGETS.

LACKING PROFESSIONAL ASSISTANCE OR ADVICE ALONG THESE LINES, IT IS THEN THE RESPONSIBILITY OF EACH AND EVERY PERSON IN THE ORGANIZATION TO BE ACTIVELY PARTICIPATING IN PUBLIC RELATIONS.

A VERY IMPORTANT PHASE OF THIS FIELD IS THE ABILITY AND THE WILLINGNESS TO DO A BETTER JOB. NO AMOUNT OF FAVORABLE PUBLICITY CAN OVERCOME THE DAMAGE DONE BY A MEMBER OF THE ORGANIZATION DOING HIS JOB IMPROPERLY. THE ENTIRE PROFESSION WILL BE JUDGED BY EACH INDIVIDUAL'S ACTIONS.

- B. THE PUBLIC'S POINT OF VIEW 10 MINUTES
1. THE PUBLIC HAS PRECONCEIVED OPINIONS OF THE POLICE. THESE OPINIONS CAN AFFECT HOW WELL THE POLICE AND PUBLIC GET ALONG. IT IS IMPORTANT THAT YOU HAVE AN UNDERSTANDING OF HOW YOU WILL BE PERCEIVED BY THE GENERAL PUBLIC IN YOUR JOB AS FIRE POLICE OFFICER.
 2. LEARN TO DETERMINE, UNDERSTAND AND APPRECIATE THE OTHER PERSON'S VIEWPOINT.
 - a. THIS CAN BE MORE DIFFICULT FOR VETERAN MEMBERS. THEY HAVE A TENDENCY OF LOOKING AT PROBLEMS FROM STRICTLY THE LAW ENFORCEMENT SIDE AND NOT FROM THE PEOPLES POINT OF VIEW.
 - b. PUT SELF IN OTHER PERSON'S POSITION.
 3. TRY TO READ THE OTHER PERSON
 - a. FEAR CAN BE A RESULT OF A BAD PREVIOUS ENCOUNTER WITH THE POLICE;
 - b. TRY TO DETERMINE THE REASON; THIS WILL ASSIST IN HELPING TO OVERCOME THE PROBLEM.

c. PEOPLES DECISIONS ARE MANY TIMES BASED ON FIRST IMPRESSIONS; THIS WILL DETERMINE THEIR LIKE OR DISLIKE FOR A PERSON.

4. OBSERVING HOW OTHER OFFICERS GET ALONG WITH PEOPLE CAN ASSIST IN HOW YOU WILL GET ALONG.

a. CONSIDER BOTH POSITIVE AND NEGATIVE EVENTS TO AID YOU IN THIS.

C. FIRE POLICE & Demeanor

10 MINUTES

1. ANY TIME YOU WORK WITH THE PUBLIC YOU MUST KEEP IN THE BACK OF YOU MIND WHAT PERCEPTION THEY WILL HAVE OF YOU.

2. SOME AREAS TO CONSIDER TO AID IN A POSITIVE Demeanor ARE:

a. PAY ATTENTION AND SHOW AN INTEREST IN THE PERSON WHEN THEY TALK.

(1) CONSIDER THE PROBLEM FROM THE OTHER PERSON'S VIEW POINT. IF HE OR SHE BELIEVES THE PROBLEM TO BE REAL, THEN YOU SHOULD CONSIDER THE PROBLEM REAL ALSO.

- (2) REMEMBER THAT THIS MAY BE THE ONLY TIME YOU WILL HAVE CONTACT WITH THIS PERSON; HOW YOU REACT TO THAT PERSON WILL HAVE A DIRECT RESULT ON THEIR PERCEPTION OF THE ENTIRE ORGANIZATION.
- b. AVOID BEING OVERBEARING, ARROGANT OR HAVING A CHIP ON YOUR SHOULDER.
- c. HUMILITY IS THE BEST CURE FOR THIS PROBLEM.
- (1) REMEMBER THAT YOU ARE AN EMPLOYEE OF THE STATE AND ITS PEOPLE, NOT THE OTHER WAY AROUND;
- (2) REMEMBER YOUR JOB IS TO **PROTECT AND SERVE** NOT TO **PERSECUTE AND PUNISH**;
- (3) BE FIRM, POLITE, AND IMPARTIAL;
- (4) IT IS NOT YOUR PLACE TO SUBMIT TO ABUSE OR VIOLENCE FROM OTHERS;
- (5) BE AWARE OF THE LAWS AND DUTIES YOU ARE BOUND TO OBEY AND BE WILLING TO TAKE A FIRM ACTION WHEN PRESENTED WITH ANY DIFFICULT TASK.

d. BE SINCERE AND ENTHUSIASTIC TOWARDS YOUR

JOB;

(1) BEING SINCERE CAN BE INFECTIOUS TO ALL
AROUND YOU;

(2) IT IS IMPORTANT TO CONVINCe PEOPLE THAT
THEY SHOULD BE WILLING TO HELP AND
ASSIST;

(3) IT IS EVIDENT WHEN YOU LACK FAITH IN YOUR
ABILITIES; AND THIS WILL CARRY OVER TO
OTHERS, WHO WILL SHOW A LACK OF FAITH IN
YOU.

(4) ENTHUSIASM AND SINCERITY IS DEVELOPED:

(a) BY THE STUDY OF NEW TECHNIQUES;

(b) BY KEEPING ABREAST OF NEW LAWS;

(c) BY LEARNING AND USING THE LATEST

EQUIPMENT.

(5) IT IS IMPORTANT TO KNOW THAT YOU ARE NOT

INFALLIBLE, **DO NOT BE AFRAID IF YOU MAKE**

AN HONEST MISTAKE. REMEMBER EVERYONE

MAKES THEM.

D. GENERAL FACTORS

5 MINUTES

1. SOME GENERAL FACTORS TO KEEP IN MIND WHEN DEALING WITH PEOPLE.

- a. A CLEAN, AND NEATLY DRESSED OFFICER MAKES A GOOD IMPRESSION;
- b. ALWAYS AVOID THE IMPRESSION YOU ARE LOAFING;
- c. IF YOU EXPECT OTHERS TO OBEY THE LAW, THEN SO SHOULD YOU;
- d. MAINTAIN A TOP NOTCH REPUTATION IN PUBLIC AND PRIVATE;
- e. NEVER CRITICIZE OR ARGUE WITH OTHERS IN YOUR ORGANIZATION WHEN YOU ARE IN THE PUBLIC EYE.
- f. BE NATURAL AND FRIENDLY WHEN POSSIBLE, BE FIRM WHEN NECESSARY;
- g. MAKE SURE YOU ARE PREPARED TO DO YOUR JOB EFFICIENTLY, EFFECTIVELY, AND SAFELY;

- h. ALWAYS BE ALERT TO ANY OPPORTUNITIES TO TEACH PUBLIC EDUCATION AND AWARENESS OF SAFETY AND THE LAW;
- i. ALWAYS EXERCISE TOLERANCE AND ALWAYS AVOID PREJUDICE;
- j. ALWAYS MAINTAIN A PROFESSIONAL ATTITUDE.

E. SUMMARY

2 MINUTES

1. THE PUBLIC'S POINT OF VIEW
2. FIRE POLICE & DEMEANOR
3. GENERAL FACTORS
4. TELL CLASS OF NEXT LESSON: HISTORY LAWS & DUTIES
5. DISMISS CLASS
6. RESTORE CLASSROOM
7. RETURN ANY EQUIPMENT AND MATERIALS USED

NEW JERSEY DIVISION OF FIRE SAFETY

FIRE POLICE BASIC TRAINING COURSE

INSTRUCTOR LESSON PLAN

MODULE 5: HISTORY, LAWS & DUTIES

SUBJECT:

- A. INTRODUCTION
- B. HISTORY OF FIRE POLICE
- C. LAWS REGARDING FIRE POLICE
- D. DUTIES OF FIRE POLICE
- E. SUMMARY

LESSON OBJECTIVES:

THE STUDENT SHALL:

1. DESCRIBE THE DEVELOPMENT OF THE FIRE POLICE ORGANIZATION FROM THE LATE 19TH CENTURY TO TODAY.
2. LIST THE LAWS OF THE STATE OF NEW JERSEY THAT APPLY TO THE OPERATION OF THE FIRE POLICE ORGANIZATION AND THE SCOPE OF ITS POWER.
3. LIST AND DESCRIBE THE DUTIES AND RESPONSIBILITIES OF A FIRE POLICE MEMBER.
4. DESCRIBE THE JURISDICTIONAL POWERS OF THE FIRE POLICE.

EQUIPMENT NEEDED:

- CLASS ROSTER
- BLACKBOARD/WHITEBOARD
- CHALK/MARKER
- COURSE LESSON PLAN
- STUDENT HANDOUTS

PREPARATION:

- HAVE ROSTER AVAILABLE FOR STUDENTS TO SIGN.
- HAVE STUDENT HANDOUTS AVAILABLE.

LEVEL OF LEARNING: BASIC

LESSON FLOW:

A. INTRODUCTION	5 MINUTES
B. HISTORY OF FIRE POLICE	5 MINUTES
C. LAWS REGARDING FIRE POLICE	5 MINUTES
D. DUTIES OF FIRE POLICE	10 MINUTES
E. SUMMARY	5 MINUTES
TOTAL	30 MINUTES

ADMINISTRATIVE TASKS

- PASS OUT STUDENT HANDOUTS
- HAVE STUDENTS SIGN CLASS ROSTER
- INDICATE EXITS
- INTRODUCE SELF TO CLASS

A. INTRODUCTION

5 MINUTES

THE FIRE POLICE IS AN ORGANIZATION THAT HAS ITS ROOTS IN THE EARLY YEARS OF THE FIRE SERVICE. EVEN BACK THEN THEY UNDERSTOOD THAT THERE WAS A NEED TO HAVE PROTECTION AND ASSISTANCE FOR THE FIREFIGHTER WHO WAS FIGHTING THE FIRE.

IT IS IMPORTANT FOR THE NEW MEMBERS OF THE FIRE POLICE TO HAVE AN UNDERSTANDING OF THE HISTORY AND TRADITIONS OF THE FIRE POLICE. IT IS SAID THAT "A PERSON WHO DISREGARDS HISTORY IS DOOMED TO REPEAT IT". IN ORDER TO UNDERSTAND WHAT THE ROLE OF THE FIRE POLICE IS TODAY, THE MEMBERS MUST UNDERSTAND ITS ROLE IN THE PAST.

AS WITH ANY ORGANIZATION, THERE ARE LAWS AND REGULATIONS THAT THE ORGANIZATION MUST ABIDE BY. IT IS IMPORTANT THAT THE ORGANIZATION UNDERSTAND THE STRUCTURE THAT THEY OPERATE IN, AND THE LIMITATIONS SET ON THEM BY THE LAWS OF THE STATE.

IT IS IMPORTANT THAT THE MEMBERS OF THE FIRE POLICE UNDERSTAND AND FOLLOW THE DUTIES OF THAT OFFICE. THE FIRE POLICE ARE PROFESSIONAL IN NATURE AND DO AN IMPORTANT JOB FOR SOCIETY. IT IS OF THE UTMOST IMPORTANCE THAT THESE DUTIES AND RESPONSIBILITIES BE UNDERSTOOD BY ALL CONCERNED.

IN THIS LESSON THE STUDENT WILL BE INTRODUCED TO THE HISTORY OF THE FIRE POLICE, THE STATE LAWS AND REGULATIONS GOVERNING THEM, AND THE DUTIES AND RESPONSIBILITIES OF THE OFFICE THEY HOLD.

B. HISTORY OF FIRE POLICE

5 minutes

1. AS FAR BACK AS COLONIAL AMERICA, IT WAS RECOGNIZED THAT PROTECTION MUST BE GIVEN TO FIREFIGHTERS, SO THEY COULD DO THEIR JOBS. A SYSTEM OF POLICING WAS DEVELOPED TO AID IN THIS.
2. IN NEW JERSEY AS EARLY AS 1875, THERE WAS LEGISLATION THAT GAVE CORONERS, SHERIFFS, JUSTICES OF THE PEACE THE POWER TO INVESTIGATE ANY FIRES THAT WAS THOUGHT TO HAVE BEEN SET MALICIOUSLY.
3. WHILE THIS WAS A BIG STEP FORWARD, IT WAS RECOGNIZED THAT THESE PEOPLE WERE NOT ALWAYS AVAILABLE TO PERFORM THESE DUTIES. THERE WAS STILL SOMETHING ELSE THAT NEEDED TO BE DONE.
4. FIRE POLICE WERE CREATED IN 1883 BY LEGISLATION THAT APPOINTED CERTAIN MEMBERS OF INCORPORATED FIRE COMPANIES TO ACT AS POLICE UNDER EMERGENCY CONDITIONS BROUGHT ABOUT

BY FIRE.

5. THE LAW HAS BEEN AMENDED SEVERAL TIMES SINCE THEN (1884, 1940, 1947, 1953, 1979, 1987) AND FINALLY IN 1991 WHERE IT REMAINS IN FORCE TODAY.

C. LAWS REGARDING FIRE POLICE **5 minutes**

1. KNOWLEDGE OF THE LAWS REGARDING FIRE POLICE

IS NECESSARY BECAUSE:

- a. FIRE POLICE ARE OFTEN ON THE SCENE BEFORE FIRE APPARATUS OR AMBULANCES ARRIVE.
 - b. FIRE POLICE OFTEN ASSUME THE DUTIES OF POLICE OFFICERS AT THE SCENE OF A FIRE OR MOTOR VEHICLE COLLISION
2. NEW JERSEY STATUTES ANNOTATED (NJSA) TITLE 39 WILL BE DISCUSSED UNDER MOTOR VEHICLE AND RED/BLUE LIGHT LAWS, LATER IN THIS COURSE.

NOTE: SEE STUDENT MANUAL , MODULE 5, PAGE 2 & 3 FOR A DESCRIPTION OF THE ORIGINAL LAW AND THE CHANGES TO THE LAW. USING THE STUDENT MANUAL, DISCUSS THE LAWS.

3. NEW JERSEY STATUTES ANNOTATED (NJSA) 15:8-4

"FIRE COMPANIES"

a. APPOINTMENT OF FIRE POLICE

(1) VOLUNTEER FIRE COMPANY MAY PROVIDE FOR

THE APPOINTMENT OF A MEMBER.

(2) NO MORE THAN FIVE YEARS PER TERM

(3) TAKE THE OATH ADMINISTERED BY THE

MUNICIPAL CLERK

(4) ORIGINAL OATH FILED WITH CLERK, COPY TO

FIRE COMPANY SECRETARY

b. POWER AND AUTHORITY

(1) MAY ACT AS FIRE POLICE ANYWHERE IF

PROPERLY CALLED

(2) FIRE POLICE ARE UNDER THE SUPERVISION OF

THE FIRE OFFICER IN CHARGE. THIS

SUPERVISION MAY BE DIRECT OR INDIRECT.

(3) STARTS WHEN FIRST CALLED, ENDS WHEN

DULY AUTHORIZED POLICE OFFICER ARRIVES.

D. DUTIES OF FIRE POLICE 10 minutes

1. PROTECT PROPERTY AND CONTENTS
 - a. PROTECT EMERGENCY APPARATUS
 - b. NOTE ANYONE FOLLOWING TOO CLOSE OR FAILING TO YIELD RIGHT-OF-WAY TO EMERGENCY VEHICLE.
 - c. PREVENT UNAUTHORIZED PERSONS FROM ENTERING THE SCENE
2. ESTABLISH AND MAINTAIN FIRE LINES TO ALLOW FIRE AND EMERGENCY PERSONNEL ENOUGH ROOM TO PERFORM THEIR DUTIES AND KEEP THE PUBLIC SAFE FROM DANGER.
3. PERFORM TRAFFIC DUTIES UNTIL THE ARRIVAL OF A POLICE OFFICER.
4. INVESTIGATE ALL CAUSES OF FIRE AND PRESERVE EVIDENCE; PREVENT THEFT, LOOTING, AND MALICIOUS ACTIONS BY OTHERS INCLUDING PROTECTION OF PROPERTY REMOVED FROM THE BURNING STRUCTURE.
5. IT IS THE DUTY OF THE FIRE POLICE TO WEAR AN

AUTHORIZED BADGE ON THE LEFT BREAST OF THE
OUTERMOST GARMENT

6. CANNOT SUPERSEDE A DULY AUTHORIZED POLICE
OFFICER.

7. POWER TO ARREST

a. REFUSAL TO OBEY A REASONABLE ORDER.

b. CAN HOLD OFFENDER UNTIL THE FIRE IS
EXTINGUISHED OR THE DRILL IS OVER.

c. FINE UP TO \$200, PLUS COSTS.

E. SUMMARY

5 minutes

1. HISTORY OF FIRE POLICE

2. LAWS REGARDING FIRE POLICE

3. DUTIES OF FIRE POLICE

4. TELL CLASS OF NEXT LESSON: INVESTIGATIONS

5. DISMISS CLASS

6. RESTORE CLASSROOM

7. RETURN ANY EQUIPMENT AND MATERIALS USED

NEW JERSEY DIVISION OF FIRE SAFETY

FIRE POLICE BASIC TRAINING COURSE

INSTRUCTOR LESSON PLAN

MODULE 6: INVESTIGATIONS

SUBJECT:

- A. INTRODUCTION**
- B. GENERAL GUIDING ELEMENTS**
- C. AT THE SCENE**
- D. RECORDS OF OBSERVATIONS**
- E. IMPORTANCE OF EVIDENCE**
- F. SUMMARY**

LESSON OBJECTIVES:

THE STUDENT SHALL:

- 1. DEFINE THE TERM "EVIDENCE".**
- 2. LIST THE GUIDING ELEMENTS OF AN INVESTIGATION.**
- 3. LIST AND DESCRIBE THE PROPER PROCEDURES TO BE TAKEN AT THE INVESTIGATION OF AN EMERGENCY SCENE.**
- 4. DESCRIBE THE IMPORTANCE OF KEEPING RECORDS OF OBSERVATIONS DURING THE INVESTIGATION.**
- 5. DESCRIBE THE PROPER PROCEDURES FOR PRESERVING EVIDENCE.**

EQUIPMENT NEEDED:

- **CLASS ROSTER**
- **BLACKBOARD/WHITEBOARD**
- **CHALK/MARKER**
- **COURSE LESSON PLAN**
- **STUDENT HANDOUTS**

PREPARATION:

- **HAVE ROSTER AVAILABLE FOR STUDENTS TO SIGN.**
- **HAVE STUDENT HANDOUTS AVAILABLE**

LEVEL OF LEARNING: BASIC

LESSON FLOW:

A. INTRODUCTION	10 MINUTES
B. GENERAL GUIDING ELEMENTS	10 MINUTES
C. AT THE SCENE	30 MINUTES
D. RECORDS OF OBSERVATIONS	10 MINUTES
E. IMPORTANCE OF EVIDENCE	10 MINUTES
F. SUMMARY	5 MINUTES
TOTAL	75 MINUTES

ADMINISTRATIVE TASKS

- PASS OUT STUDENT HANDOUTS
- HAVE STUDENTS SIGN CLASS ROSTER
- INDICATE EXITS
- INTRODUCE SELF TO CLASS

A. INTRODUCTION

10 MINUTES

AS FIRE POLICE, WE KNOW THAT FIREFIGHTERS ARE PERFORMING AN IMPORTANT PUBLIC SERVICE. IT HAS BEEN KNOWN FOR SOME TIME THAT THE FIREFIGHTER AT THE SCENE CAN RENDER AN IMPORTANT SERVICE TO THE POLICE.

1. BY BEING INFORMED IN THE PROPER METHOD OF HANDLING AND PRESERVING EVIDENCE.
2. BY IMMEDIATELY NOTIFYING THE POLICE WHEN CALLS ARE RECEIVED FOR FIRE DEPARTMENT SERVICES IN REGARD TO CRIMES, ACCIDENTS AND EMERGENCIES.

EVIDENCE IS OF GREAT IMPORTANCE TO THE POLICE IN THE PROSECUTION OF WRONGFUL ACTS.

IN THIS LESSON YOU WILL LEARN WHAT EVIDENCE IS, THE PROPER PROCEDURES FOR PRESERVING EVIDENCE, AND THE NEED FOR KEEPING PROPER NOTES AND/OR WRITTEN OBSERVATIONS REGARDING EVIDENCE.

B. GENERAL GUIDING ELEMENTS

10 MINUTES

1. WHAT IS EVIDENCE? - EVIDENCE IS ANY FACT OR MATERIAL WHICH FURNISHES OR TENDS TO FURNISH PROOF OF ANY MATTER IN QUESTION. IT MAY BE IN THE FORM OF STATEMENTS, OF WITNESSES OR ACCUSED, RECORDS OR CONCRETE OBJECTS, SUCH AS WEAPONS, CLOTHING, DOCUMENTS, STAINS, ETC.
2. SINCE EVIDENCE IS VERY IMPORTANT TO MAKING A PROPER CASE, NO EVIDENCE SHOULD BE NEGLECTED OR OVERLOOKED.
3. THERE ARE CIRCUMSTANCES THAT CAN LEAD TO PROBLEMS IN THE MATTER OF EVIDENCE.
 - a. EVIDENCE IS SOMETIMES INTANGIBLE MATTER AND NOT READILY OBSERVED BY THE LAYMAN;
 - b. EVIDENCE, THOUGH RECOGNIZED IS IMPROPERLY PROTECTED AND AS A RESULT IS DESTROYED;
 - c. EVIDENCE, THROUGH IMPROPER HANDLING WILL NOT MEET THE STRICT RULES OF THE COURTS GOVERNING ITS ADMISSIBILITY AT TRIAL.

4. THE FOLLOWING ARE SOME OF THE GENERAL GUIDING ELEMENTS IN AN INVESTIGATION.

- a. WHAT HAPPENED?
- b. WHERE DID IT HAPPEN?
- c. WHEN DID IT HAPPEN?
- d. WHOM DID IT HAPPEN TO?
- e. HOW DID IT HAPPEN?
- f. WHO DID IT?
- g. WHY?

C. AT THE SCENE

30 MINUTES

1. THE FIRE POLICE SHOULD REMAIN CALM AND ALERT.

a. CALMNESS IS CONTAGIOUS AND WILL TEND TO CALM OTHERS.

(1) BY YOUR CALMNESS YOU WILL IMPRESS

OTHERS AT THE SCENE AS TO THEIR ABILITY TO COPE WITH THE SITUATION;

(2) EXCITEMENT AND RUSHING ABOUT THE SCENE

WILL RESULT IN THE DESTRUCTION OF EVIDENCE;

(3) EXCITEMENT AND PANIC WILL ROB AN INDIVIDUAL OF THE FACILITY TO THINK CLEARLY.

b. YOU SHOULD BE OBSERVANT OF AND ALERT TO NOT ONLY THE OBVIOUS, BUT ALSO THE SEEMINGLY UNIMPORTANT DETAILS PRESENT.

(1) SUSPICIOUS ACTIONS AND GLANCES ON THE PART OF THOSE PRESENT;

(2) ATTEMPTS TO CONCEAL OR DESTROY ANYTHING OF EVIDENTIAL VALUE;

(3) LACK OF DENIAL BY ONE ACCUSED OF THE VIOLATION.

(4) ANY UNUSUAL INTERFERENCE WITH THE ADMINISTERING OF FIRST AID.

(5) QUESTIONABLE DECLARATION.

(a) ANY ACCUSATION MADE IN THE HEAT OF ANGER BY PERSONS PRESENT;

(b) ANY WORDS UTTERED BY THE INJURED;

- c. THE FIRE POLICE SHOULD NOT RUSH IN HAPHAZARDLY UPON THE IMMEDIATE SCENE OF THE EMERGENCY.
- (1) YOU SHOULD HESITATE FOR A MOMENT TO DELIBERATE, SHOULD USE YOUR FIVE SENSES SO YOU MAY BE CONSCIOUS OF AND CAREFUL WITH EVIDENTIAL MATTER AT THE SCENE.
- (a) TAKE NOTE OF OBVIOUS EVIDENCE DURING THIS TIME. I.E. EMPTY CONTAINERS, RAGS, PAPER, EXCELSIOR, TRAILS OF INFLAMMABLES, UNBURNED PANS OF LIQUIDS;
- (b) NOTE RELATIONSHIP OF EVIDENCE, ONE PIECE TO ANOTHER;
- (c) REMEMBER THE CARDINAL RULE "DON'T TOUCH" UNLESS ABSOLUTELY NECESSARY AND THEN WITH GREAT CARE.
- (2) COMMON CARELESS ACTS COMMITTED AT THE SCENES OF CRIMES, ACCIDENTS OR EMERGENCIES ARE:

- (a) TOUCHING - CARELESS OR UNNECESSARY;
 - (b) MOVING ARTICLES AT THE SCENE;
 - (c) SCUFFLING AT THE SCENE;
 - (d) LITTERING AT THE SCENE;
- (3) IT IS A CRIMINAL INVESTIGATION REQUIREMENT THAT "TRUE" SCENE OF THE CRIME OR EMERGENCY BE PHOTOGRAPHED AND SKETCHED BY THE INVESTIGATOR.
- (a) PHOTOGRAPHS AND SKETCHES ARE A GREAT AID NOT ONLY TO THE INVESTIGATING OFFICER, BUT ALSO TO THE PROSECUTOR, JUDGE, JURY AND OTHER INVESTIGATING AGENCIES INTERESTED.
- d. PROTECT SCENE UNTIL THE ARRIVAL OF INVESTIGATORS.
- (1) FIRE POLICE ARE TO USE PERSONAL CARE ABOUT THE SCENE.
 - (a) KEEP ONLOOKERS AT A SAFE DISTANCE FROM THE SCENE, HOWEVER, BEAR IN MIND THAT IN THE GROUP OF ONLOOKERS THERE

MAY BE WITNESSES OR POSSIBLE
SUSPECTS TO BE IDENTIFIED TO THE
POLICE;

- (b) THIS CAN BE DETERMINED FROM
UNGUARDED REMARKS OR SUSPICIOUS
ACTIONS ON THE PART OF THE
ONLOOKER.
 - (c) A WITNESS MAY OCCASIONALLY VOLUNTEER
INFORMATION TO THE FIRE POLICE
REGARDING THE VIOLATION;
 - (d) NOTES SHOULD BE TAKEN REGARDING
ANY SUCH REMARKS HEARD OR
INFORMATION GATHERED.
- (2) THE FIRE POLICE PROTECT THE SCENE FROM
THE ELEMENTS.
- (a) FOOTPRINTS AND TIRE MARKS CAN BE
PROTECTED FROM THE ELEMENTS BY
COVERING SUCH TRACES WITH WATER-
PROOF MATERIAL AND DIGGING A DITCH
AROUND IT FOR DRAINAGE.

D. RECORDS OF OBSERVATIONS 10 MINUTES**1. IMPORTANCE OF SUCH RECORDS.****a. IN COURT.**

- (1) IF FIRE POLICE OFFICER IS CALLED TO TESTIFY
IN COURT.

b. TO THE POLICE.

- (1) IT IS AN AID TO THE INVESTIGATION.

c. TO THE FIRST AID UNIT.

- (1) AS GENERAL INFORMATION

E. IMPORTANCE OF EVIDENCE 10 MINUTES

1. THE FINDING OF EVIDENCE IS BUT ONE PHASE IN THE
WORK OF THE INVESTIGATOR. TO BE OF VALUE THE
EVIDENCE MUST BE PROPERLY GATHERED,
IDENTIFIED, PRESERVED AND TRANSPORTED TO ITS
DESTINATION.

2. GATHERING

- a. THE EXACT LOCATION FROM WHICH IT WAS
OBTAINED MUST BE RECORDED.
- b. TO SHOW THE RELATIONSHIP TO THE VICTIM, TO

THE ACCUSED, OTHER EVIDENCE. TO THE
GENERAL SCENE.

- c. IT MUST BE GATHERED IN SUCH A MANNER AS TO
PRESERVE ITS EVIDENTIAL VALUE.

3. IDENTIFICATION

- a. THE FINDER OF THE EVIDENCE MUST BE
ESTABLISHED.
- b. THE OBJECT MUST BE MARKED FOR PROPER
IDENTIFICATION BY THE FINDER OR THE POLICE
OFFICER.

4. PRESERVATION

- a. ALL EVIDENCE MUST BE PRESERVED IN SUCH A
MANNER AS TO PREVENT DESTRUCTION, LOSS,
DISTORTION, OR CONTAMINATION.
- b. IN CLEAN CONTAINERS OR WRAPPINGS.
- c. PERISHABLES MUST BE KEPT COOL.
- d. CONTINUITY OF POSSESSION MUST BE
MAINTAINED FROM SCENE TO COURT.
- e. IT MUST BE UNDER CONTROL OF THE PROPER
AUTHORITY AT ALL TIMES.

f. RECEIPTS MUST BE OBTAINED EACH TIME THE EVIDENCE IS TRANSFERRED.

5. TRANSPORTATION

a. ALL EVIDENCE MUST BE TRANSPORTED TO ITS DESTINATION WITHOUT UNNECESSARY DELAY.

b. AND IN SUCH A MANNER SO AS TO ELIMINATE ANY POSSIBLE DESTRUCTION, ETC.

(1) CUSTODIAN OF SERVICE

(a) RECEIVES ALL EVIDENCE THAT DOES NOT REQUIRE SERVICES OF EXPERTS.

(2) LABORATORY

(a) ALL EVIDENCE OF A QUESTIONABLE NATURE OR REQUIRING POSITIVE IDENTIFICATION BY AN EXPERT WILL BE SENT TO THE LABORATORY IN PROPER FORM AND QUANTITY FOR EXAMINATION TESTS.

F. SUMMARY

5 MINUTES

1. GENERAL GUIDING ELEMENTS

2. AT THE SCENE

LESSON OUTLINE

INSTRUCTOR NOTES

3. RECORDS OF OBSERVATIONS
4. IMPORTANCE OF EVIDENCE
5. TELL CLASS OF NEXT LESSON: ENFORCEMENT POWERS
6. DISMISS CLASS
7. RESTORE CLASSROOM
8. RETURN ANY EQUIPMENT AND MATERIALS USED

NEW JERSEY DIVISION OF FIRE SAFETY

FIRE POLICE BASIC TRAINING COURSE

INSTRUCTOR LESSON PLAN

MODULE 7: ARRESTS

SUBJECT:

- A. INTRODUCTION
- B. CONSTITUTIONAL LAWS PROTECTING CITIZENS
- C. ARREST POWERS OF FIRE POLICE
- D. ARREST POWERS OF PRIVATE CITIZEN
- E. METHODS OF ARREST
- F. SUMMARY

LESSON OBJECTIVES:

THE STUDENT SHALL:

1. IDENTIFY THE PARTS OF THE STATE CONSTITUTION THAT PERTAIN TO CITIZENS RIGHTS.
2. DESCRIBE THE ARREST POWERS OF THE FIRE POLICE.
3. DESCRIBE THE ARREST POWERS OF A PRIVATE CITIZEN.
4. LIST AND DESCRIBE THE METHODS OF ARREST THAT ARE USED IN THIS STATE.

EQUIPMENT NEEDED:

- CLASS ROSTER
- BLACKBOARD/WHITEBOARD
- CHALK/MARKER
- COURSE LESSON PLAN
- STUDENT HANDOUTS

PREPARATION:

- HAVE ROSTER AVAILABLE FOR STUDENTS TO SIGN.
- HAVE STUDENT HANDOUTS AVAILABLE

LEVEL OF LEARNING: BASIC

LESSON FLOW:

A. INTRODUCTION	5 MINUTES
B. CONSTITUTIONAL LAWS PROTECTING CITIZENS	10 MINUTES
C. ARREST POWERS OF FIRE POLICE	5 MINUTES
D. ARREST POWERS OF PRIVATE CITIZEN	10 MINUTES
E. METHODS OF ARREST	10 MINUTES
F. SUMMARY	5 MINUTES
TOTAL	45 MINUTES

ADMINISTRATIVE TASKS

- PASS OUT STUDENT HANDOUTS
- HAVE STUDENTS SIGN CLASS ROSTER
- INDICATE EXITS
- INTRODUCE SELF TO CLASS

A. INTRODUCTION

5 MINUTES

AS HAS BEEN PREVIOUSLY STATED, THE POWER TO ARREST IS THE MOST POWERFUL WEAPON POSSESSED BY THE LAW ENFORCEMENT OFFICER. THE FEAR OF THIS POWER IS THE COMPELLING FORCE WHICH LEADS TO LAW AND ORDER. IT IS WHAT ACTS AS A DETERRENT TO BREAKING THE LAW. THIS ABILITY GIVES THE LAW ENFORCEMENT OFFICER, UNDER LIMITED CIRCUMSTANCES, THE POWER OF GOD.

IN THIS LESSON WE WILL COVER THOSE PARTS OF THE STATE CONSTITUTION THAT PROTECT THE CITIZEN FROM UNSUBSTANTIATED ARREST UNDER THE LAW. WE WILL ALSO COVER THE ARREST POWERS OF THE FIRE POLICE AND THE PRIVATE CITIZEN, AS WELL AS METHODS OF ARRESTING A PERSON.

B. CONSTITUTIONAL LAWS**10 MINUTES**

1. THE FIRE POLICE OFFICER MUST CONSTANTLY REMIND HIM OR HER SELF THAT WE DO NOT LIVE IN A TOTALITARIAN STATE.
 - a. WE ARE RESPONSIBLE FOR ANY INFRINGEMENTS ON THE RIGHTS OF THE PRIVATE CITIZEN.
2. FEDERAL AND STATE CONSTITUTIONS ARE ALWAYS PRESENT AND ACTING AS A REIN ON ENFORCEMENT ACTION.
3. SECTIONS OF THE CONSTITUTION
 - a. PARAGRAPH 1 - ENTITLES CITIZENS TO NATURAL AND INALIENABLE RIGHTS.
 - b. PARAGRAPH 2 - STATES THAT ALL POLITICAL POWER IS INHERENT IN THE PEOPLE.
 - c. PARAGRAPH 6 - GUARANTEES THE CITIZEN THE RIGHTS OF SECURITY FOR THEIR PERSON AND PROPERTY. ALSO PROHIBITS ILLEGAL SEARCH AND SEIZURE.
 - d. OTHER RIGHTS UNDER THE CONSTITUTION ARE:
 - (1) SPEEDY TRIAL

- (2) PUBLIC TRIAL
- (3) IMPARTIAL TRIAL
- (4) INFORMED OF THE ACCUSATION
- (5) CONFRONTED BY WITNESSES
- (6) COMPULSORY PROCESS OF WITNESSES
- (7) ASSISTANCE OF COUNSEL
- (8) PROTECTION AGAINST EXCESSIVE FINES OR
BAILS
- (9) PROTECTION AGAINST CRUEL AND
UNREASONABLE PUNISHMENT.

C. ARREST POWERS OF FIRE POLICE 5 MINUTES

1. THE ARREST POWERS OF THE FIRE POLICE ARE
FOUND UNDER NJSA 15:8-4.
2. THIS PROVIDES THAT HE OR SHE MAY ARREST ONLY
FOR THE UNREASONABLE REFUSAL TO OBEY HIS OR
HER ORDER.
 - a. THERE IS NO MENTION OF THE ACTION TO BE
TAKEN BY THE FIRE POLICE WHO OBSERVES A
CRIME OR VIOLATION OCCURRING.

- b. THE SAME CONDITION IS PRESENT WHEN THE FIRE POLICE SEES A CRIME OR VIOLATION OF THE DISORDERLY PERSONS ACT TAKE PLACE. THEY MAY NOT TAKE ACTION AS A FIRE POLICE OFFICER.
- c. THE ARREST POWERS OF THE FIRE POLICE ARE VERY LIMITED BY STATUTE.
- d. WE CAN, HOWEVER, USE THOSE ARREST POWERS WHICH ARE GRANTED TO ALL CITIZENS.

D. ARREST POWERS OF PRIVATE CITIZEN 10 MINUTES

- 1. THESE POWERS ARE BASED ON COMMON LAW.
 - a. A PRIVATE CITIZEN MAY STOP A BREACH OF THE PEACE THAT IS COMMITTED IN HIS OR HER PRESENCE AND TURN THE VIOLATOR OVER TO A POLICE OFFICER.
 - b. THE PRIVATE CITIZEN MAY ARREST A PERSON WHO HAS COMMITTED A FELONY WHEN THERE IS PROBABLE GROUNDS TO FAIRLY SUSPECT THAT PERSON WHO HE OR SHE ARRESTED IS THE ONE WHO COMMITTED THE CRIME.

c. UNDER COMMON LAW ANY PERSONS WHO ARE PRESENT WHEN A FELONY OCCURS ARE BOUND TO APPREHEND THE OFFENDER, OR BE SUBJECT TO BEING FINED OR IMPRISONED, UNLESS THEY ARE UNDERAGE OR OTHERWISE INCAPABLE.

d. NJSA 2C:33-2 DISORDERLY PERSON ACT STATES:

(1) WHENEVER AN OFFENSE IS COMMITTED IN HIS PRESENCE, ANY CONSTABLE OR POLICE OFFICER SHALL, AND ANY OTHER PERSON MAY, APPREHEND WITHOUT WARRANT OR PROCESS ANY DISORDERLY PERSON, AND TAKE HIM BEFORE A MAGISTRATE OF THE COUNTY WHERE APPREHENDED.

(2) HE MAY ARREST FOR ANY MISDEMEANOR OCCURRING IN HIS PRESENCE WHICH INVOLVES A BREACH OF THE PEACE.

E. METHODS OF ARREST 10 MINUTES**1. ARREST WITHOUT A WARRANT.****a. THE PRIVATE CITIZEN MAY ARREST WHEN THERE IS****A PROBABLE GROUND TO SUSPECT THAT A****PERSON HAS COMMITTED A FELONY.****b. PROBABLE GROUNDS - JUSTIFYING ARREST****WITHOUT A WARRANT, IS SAID TO EXIST WHEN THE****CIRCUMSTANCES ARE SUCH THAT ANY****REASONABLE PERSONS, ACTING WITHOUT****PASSION OR PREJUDICE, WOULD FAIRLY SUSPECT****ANOTHER OF BEING THE ONE WHO COMMITTED****THE FELONY.****c. WHEN THE PERSON HAS CREATED FACTS OR****CIRCUMSTANCES WHICH REASONABLY CAUSES****THE OFFICER TO FAIRLY SUSPECT HIM OF BEING****GUILTY OF A FELONY, THERE EXISTS PROBABLE****GROUND TO ARREST.**

EXAMPLES

ARSON OF DWELLING, NEIGHBOR SAW OWNER REMOVING FURNITURE, ETC., AT 2:00 AM AND ENTER WITH A FIVE GALLON CAN. WITNESS TURNS INFORMATION OVER TO THE FIRE POLICE. PROBABLE GROUNDS EXIST.

DWELLING IS BURNED AND ARTICLES OF FURNITURE HAVE BEEN REMOVED TO THE YARD. A \$75.00 TABLE HAS DISAPPEARED. TABLE FOUND IN NEIGHBOR'S HOME BY THE FIRE POLICE. PROBABLE GROUNDS EXIST.

- d. IF INVESTIGATION PRIOR TO ARRAIGNMENT REVELS THE ACCUSED IS INNOCENT, IT IS STILL REQUIRED OF THE COURT TO MAKE THE DISPOSITION.
2. WHEN AN ARREST IS BASED ON CIRCUMSTANTIAL EVIDENCE, THE COURT IS INTERESTED IN THE FOLLOWING.
 - a. WAS THERE IN FACT A FELONY COMMITTED, AND WERE CIRCUMSTANCES SUCH AS TO CREATE

- PROBABLE CAUSE TO FULLY SUSPECT THAT THE PERSON ARRESTED COMMITTED THE FELONY.
- b. WAS THE ARREST MADE UPON SUCH KNOWLEDGE AND IN GOOD FAITH, AND WERE CIRCUMSTANCES SUCH AS WOULD CAUSE SUSPICION IN THE MIND OF THE PRUDENT PERSON.
 - c. WAS THE ARREST MADE WITHOUT MALICIOUS INTENT ON THE PART OF THE CITIZEN, OR WITHOUT DESIRE FOR PLEASURE OR GAIN.
 - d. IF THE CITIZEN CAN ANSWER YES IN ALL INSTANCES, HE OR SHE WILL BE FREE FROM LIABILITY.
3. ARREST FOR MISDEMEANORS WITHOUT A WARRANT.
- a. ARREST WITHOUT A WARRANT IN CASES INVOLVING A MISDEMEANOR MAY ONLY BE MADE WHEN THE COMMISSION OF THE CRIME IS WITNESSED BY THE FIRE POLICE OFFICER.

EXAMPLES

FIRE POLICE SEE "A" COMMITTING AN ASSAULT AND BATTERY ON

"B"

"B" REPORTS TO THE FIRE POLICE THAT "A" COMMITTED THE ASSAULT AND BATTERY ON HIM. ARREST WITHOUT WARRANT WOULD NOT BE ALLOWED, NO MATTER HOW STRONG THE EVIDENCE MAY BE.

4. ARREST WITHOUT WARRANT IN A DISORDERLY PERSONS CASE.

- a. AS PROVIDED UNDER NJSA 2A:169-3
- b. A PERSON CANNOT BE DISORDERLY WHILE HE OR SHE IS IN THEIR OWN HOME.

EXAMPLES

CITIZEN STANDING IN THE CROWD AT THE SCENE OF A FIRE IS HEARD BY THE FIRE POLICE OFFICER TO USE PROFANE LANGUAGE. THE FIRE OFFICER MAY ARREST THE CITIZEN AS A DISORDERLY PERSON.

5. MECHANICS OF ARREST**a. FOUR ESSENTIAL PARTS THAT MAKE AN ARREST.**

- (1) AUTHORITY TO ARREST - ANYONE BEING ARRESTED IS ENTITLED TO KNOW THEY ARE BEING ARRESTED BY A LAWFUL AUTHORITY.
- (2) INTENTION OF ARREST - THIS IS IN THE TELLING THE ACCUSED THAT HE OR SHE IS UNDER ARREST FOR A SPECIFIC CRIME.
- (3) SEIZURE AND DETENTION - ACTUAL SEIZURE AND DETENTION OF THE ACCUSED IS NOT ESSENTIAL. IT IS BEST TO USE A COMMON METHOD, WHICH IS TO LAY A HAND ON THE ACCUSED AND STATING THAT THEY ARE ARRESTED.
- (4) THERE MUST BE AN UNDERSTANDING ON THE PART OF THE ACCUSED AS TO WHY THEY HAVE BEEN ARRESTED.
- (5) UNTIL THE ARREST HAS BEEN COMPLETED BY COMPLYING WITH THE ESSENTIALS THERE CAN BE NO RESISTANCE OF ARREST.

6. FORCE AND CONTROL

a. THE CITIZEN, HAVING MADE A LAWFUL ARREST, IS JUSTIFIED IN USING ALL REASONABLE MEANS AT THEIR DISPOSABLE TO ACCOMPLISH THAT ARREST AND MAINTAIN CONTROL OVER THEIR PRISONER.

(1) IF THE ACCUSED CONTINUES TO RESIST AFTER LAWFUL ARREST HAS BEEN MADE, HE OR SHE MAY BE PROSECUTED FOR RESISTANCE UNDER THE COMMON LAW AS WELL AS ASSAULT AND BATTERY.

(2) THE ARRESTING OFFICER WILL NOT BE HELD LIABLE FOR USING THE NECESSARY FORCE TO ACCOMPLISH THE ARREST.

b. THE RIGHT TO EMPLOY FORCE, WHEN FORCE IS REASONABLY NECESSARY, IS COEXISTING WITH THE RIGHT TO ARREST.

(1) ANY UNREASONABLE USE OF FORCE WILL RENDER THE ARRESTING OFFICER LIABLE TO CRIMINAL AND CIVIL PROSECUTION.

c. ALL PERSONS, SUBJECT TO A LAWFUL ARREST,

MUST YIELD PEACEABLY TO THAT ARREST, GUILT OR INNOCENCE NOT WITHSTANDING.

(1) WHEN THEY RESIST, REASONABLE FORCE MAY BE USED TO OVERCOME SUCH RESISTANCE.

(2) ALL FORCE USED IN BRINGING ABOUT ARRESTS IS LIMITED BY THE FOLLOWING RULE - "ONLY SUCH FORCE MAY BE USED AS IS NECESSARY TO OVERCOME THE OPPOSING FORCE".

EXAMPLE

PUSHING A PERSON ALONG WHO HAS ALREADY SUBMITTED TO ARREST.

HANDCUFFING A MOTOR VEHICLE OPERATOR.

CONTINUED USE OF FORCE AFTER A PERSON HAS CEASED RESISTING.

(3) WHEN A PRIVATE CITIZEN, ON HIS OR HER OWN INITIATIVE, ARRESTS ANOTHER IN A CASE WHICH HE OR SHE HAS NO LAWFUL RIGHT TO ACT, HE OR SHE DOES SO AT THEIR OWN RISK.

7. CLASSIFICATIONS OF FORCE

a. PHYSICAL FORCE

(1) WRESTLING

(2) BOXING

(3) JUDO

b. MECHANICAL FORCE

(1) BATON

(2) HANDCUFFS

(3) BLACKJACK

(4) FIREARM

c. EXTREME FORCE

(1) THE FIREARM IS CONSIDERED THE EXTREME IN FORCE, AND WHEN RESORTED TO, THE RIGHT TO KILL MUST EXIST.

(2) THE RIGHT TO KILL IS LIMITED AND THE RULES APPLYING ARE STRICT.

(3) KILLING A PERSON WILL BE JUSTIFIED IN THE FOLLOWING INSTANCES.

(a) "KILLING A FELON, ATTEMPTING TO COMMIT ARSON, BURGLARY, KIDNAPING MURDER, RAPE, ROBBERY OR SODOMY SHALL BE

HELD GUILTY AND DISCHARGED" - NJSA

2A:113-6;

- (b) TO PREVENT THE RESCUE OF AN
ARRESTED FELON FROM HIM THROUGH
THE MEDIUM OF ASSAULT BY OTHERS;
- (c) TO PREVENT THE ESCAPE OF CONVICTS
FROM PRISON;
- (d) TO PREVENT THE ESCAPE OF A FELON
WHERE NO LESSER MEASURES WILL
SUFFICE.

8. LEGAL SEARCH AFTER ARREST

- a. AFTER LAWFUL ARREST HAS BEEN MADE, ANY
REASONABLE SEARCH IS LAWFUL.
- b. WHETHER OR NOT THE SEARCH IS REASONABLE,
IS GOVERNED BY WHAT IS BEING SEARCHED FOR.
- c. A SEARCH MAY BE MADE TO ASCERTAIN WHETHER
OR NOT THE ARRESTED PERSON IS ARMED AND
TO DISARM HIM.
- d. A SEARCH MAY BE MADE TO REMOVE ANY
INSTRUMENTS OF THE CRIME.

LESSON OUTLINE

INSTRUCTOR NOTES

- e. A SEARCH MAY BE MADE TO REMOVE ANYTHING WITH WHICH HE OR SHE MIGHT INJURE HIM OR HER SELF OR OTHERS.
- f. A SEARCH MAY BE MADE TO REMOVE ANY TANGIBLE EVIDENCE CONNECTING HIM WITH THE CRIME.

F. SUMMARY

5 MINUTES

1. CONSTITUTIONAL LAWS PROTECTING CITIZENS
2. ARREST POWERS OF FIRE POLICE
3. ARREST POWERS OF PRIVATE CITIZEN
4. METHODS OF ARREST
5. TELL CLASS OF NEXT LESSON: ENFORCEMENT POWERS
6. DISMISS CLASS
7. RESTORE CLASSROOM
8. RETURN ANY EQUIPMENT AND MATERIALS USED

NEW JERSEY DIVISION OF FIRE SAFETY

FIRE POLICE BASIC TRAINING COURSE

INSTRUCTOR LESSON PLAN

MODULE 8: ENFORCEMENT POWERS

SUBJECT:

- A. INTRODUCTION
- B. GENERAL PRINCIPLES OF NEW JERSEY LAW
- C. LAWS APPLICABLE TO FIRE POLICE WORK
- D. ENFORCEMENT ATTITUDES
- E. SUMMARY

LESSON OBJECTIVES:

THE STUDENT SHALL:

1. DEFINE THE FOLLOWING TERMS
 - A. CRIMINAL ACT
 - B. CRIMINAL INTENT
2. IDENTIFY AT LEAST THREE (3) STATUTES THAT APPLY TO FIRE POLICE WORK.
3. IDENTIFY THOSE STATUTES THAT GIVE THE FIRE POLICE THEIR POLICE POWERS IN NEW JERSEY.
4. DEFINE AND DESCRIBE THE TERM "ENFORCEMENT ATTITUDES"

EQUIPMENT NEEDED:

- CLASS ROSTER
- BLACKBOARD/WHITEBOARD
- CHALK/MARKER
- COURSE LESSON PLAN
- STUDENT HANDOUTS

PREPARATION:

- HAVE ROSTER AVAILABLE FOR STUDENTS TO SIGN.
- HAVE STUDENT HANDOUTS AVAILABLE

LEVEL OF LEARNING: BASIC

LESSON FLOW:

A. INTRODUCTION	5 MINUTES
B. GENERAL PRINCIPLES OF NEW JERSEY LAW	15 MINUTES
C. LAWS APPLICABLE TO FIRE POLICE WORK	15 MINUTES
D. ENFORCEMENT ATTITUDES	5 MINUTES
E. SUMMARY	5 MINUTES
TOTAL	45 MINUTES

ADMINISTRATIVE TASKS

- PASS OUT STUDENT HANDOUTS
- HAVE STUDENTS SIGN CLASS ROSTER
- INDICATE EXITS
- INTRODUCE SELF TO CLASS

A. INTRODUCTION

5 MINUTES

PART OF THE JOB OF THE FIRE POLICE IS THE ENFORCEMENT OF THE LAWS OF NEW JERSEY, AS SPELLED OUT IN THE STATE STATUTES. IT IS IMPORTANT FOR THE FIRE POLICE TO UNDERSTAND WHAT THESE STATUTES OR LAWS ARE.

THE FIRE POLICE MUST UNDERSTAND THAT THEY MUST ABIDE BY THE LAWS THAT THEY ENFORCE, AND TO ENFORCE THEM IMPARTIALLY TO ALL CONCERNED WITHOUT PREJUDICE.

IN THIS MODULE WE WILL GO OVER THE ENFORCEMENT POWERS THAT APPLY TO FIRE POLICE, AND COVER THOSE PARTICULAR STATUTES THAT ARE ENFORCEABLE BY THE FIRE POLICE.

B. GENERAL PRINCIPLES OF NEW JERSEY LAW 15 MINUTES

1. THESE PRINCIPLES APPLY IN ALL CRIMES AND VIOLATIONS.

2. BASIC ELEMENTS OF A CRIME.

a. THERE MUST BE TWO BASIC ELEMENTS TO CONSTITUTE AN OFFENSE AGAINST THE LAW.

(1) CRIMINAL INTENT

(2) CRIMINAL ACT

b. CRIMINAL INTENT

(1) THE CRIMINAL INTENT IS A STATE OF MIND DIRECTED TOWARD DOING AN UNLAWFUL ACT.

(2) IT MAY BE IN ONE OF THE FOLLOWING FORMS.

(a) SPECIFIC INTENT - THAT KIND OF INTENT

THAT IS SPECIFIC IN NATURE. A SPECIFIC OR PARTICULAR ACT;

(b) WHEN WORDS SUCH AS "WILFULLY", "MALICIOUSLY" OR "FELONIOUS" ARE USED IN THE WRITING OF A SPECIFIC STATUTE, IT IS A CRIME REQUIRING A SPECIFIC INTENT.

c. CRIMINAL ACT

(1) THE LAW IN EFFECT SAYS THAT WE WILL NOT PUNISH A PERSON IF THEY MERELY INTEND TO COMMIT AN OFFENSE AND DOES NOT ACT TOWARD'S ITS ACCOMPLISHMENT;

(2) THE LAW ALSO STATES THAT WE WILL NOT PUNISH A MAN WHO HAS COMMITTED AN UNLAWFUL ACT WITHOUT A GUILTY MIND (CRIMINAL INTENT).

C. LAWS APPLICABLE TO FIRE POLICE WORK 15 MINUTES

1. THE FOLLOWING LAWS AND STATUTES APPLY

DIRECTLY TO THOSE TASKS THAT WILL BE DONE, OR THOSE LAWS THAT WILL BE ENFORCED BY THE FIRE POLICE.

2. NJSA 15:8-4 - APPOINTMENT OF MEMBERS FOR FIRE POLICE DUTIES AT FIRES; DUTIES; ARREST AND PUNISHMENT OF OFFENDERS.

a. THE STATUTE STATES IN PART THAT "IF ANY PERSON SHALL UNREASONABLY REFUSE TO OBEY

THE ORDERS OF THE FIRE POLICE, SUCH FIRE POLICE MAY ARREST HIM AND KEEP HIM UNDER ARREST UNTIL THE FIRE IS EXTINGUISHED OR THE DRILL COMPLETED.

b. THIS POWER IS THE MOST POTENT WEAPON GIVEN TO A FIRE POLICE OFFICER BY THE PEOPLE.

(1) GREAT CAUTION MUST BE EXERCISED IN THE USE OF THIS POWER;

(2) THE FIRE POLICE OFFICER MUST ALWAYS REMEMBER THAT WE DO NOT LIVE IN A POLICE STATE, AND ALL POLICE ACTION MUST BE IN ACCORDANCE WITH DUE PROCESS OF LAW;

(3) THERE ARE MANY REGULATIONS PLACED UPON THE FIRE POLICE OFFICER AS TO WHEN AND HOW HE OR SHE WILL MAKE THE ARREST;

(4) EVEN MORE STRINGENT RESTRICTIONS ARE PLACED ON THE POLICE OFFICER

c. THE ONLY POWER OF ARREST GIVEN A FIRE POLICE OFFICER UNDER THIS STATUTE IS FOR THE UNREASONABLE REFUSAL BY AN INDIVIDUAL TO

OBEY THE FIRE POLICE'S ORDER.

(1) IT WILL BE OF NOTE THAT THIS VIOLATION WAS APPARENTLY MEANT TO BE OF A MINOR NATURE DUE TO THE SMALL PENALTY APPLIED;

(2) FORCE USED IN EFFECTING AN ARREST OF A MINOR NATURE MUST BE KEPT TO AN ABSOLUTE MINIMUM;

(3) THE SUBJECT OF THE USE OF FORCE IN AFFECTING AN ARREST WILL BE COVERED IN MORE DETAIL LATER IN THIS MODULE.

d. TO CONSTITUTE THE CONDITION OF THE OFFENSE BEING COMMITTED IN THE PRESENCE OF THE FIRE POLICE OFFICER, THE OFFENSE MUST HAVE HAPPENED WITHIN THE RANGE OF ONE OR MORE OF THE OFFICER'S SENSES. SOME EXAMPLES OF THIS ARE:

(1) A CITIZEN'S CAR IS LEGALLY PARKED BUT IS HAMPERING THE FIRE COMPANY OPERATIONS IN FIGHTING THE FIRE;

(a) THE FIRE POLICE OFFICER MUST IN THE

FIRST INSTANCE, SEE THE CONDITION EXISTING AND SECONDLY, ORDER THE PERSON TO REMOVE THE VEHICLE.

- (b) **REFUSAL OF THE OWNER TO COMPLY WITH THE ORDER WOULD BE A VIOLATION OF NJSA 15:8-4 AND CALL FOR HIS OR HER ARREST.**
- (2) FIRE LINES HAVE BEEN ESTABLISHED AND A CITIZEN REFUSES TO STAY BEHIND THEM.
- (a) THE FIRE POLICE OFFICER AFTER SEEING THE VIOLATION ORDERS THE CITIZEN TO COMPLY WITH THE REGULATION. REFUSAL TO OBEY WARRANTS ARREST.
- (3) FIRE POLICE ARE PROTECTING THE SCENE OF A FIRE FOR THE PURPOSE OF PRESERVING EVIDENCE UNTIL THE ARRIVAL OF THE INVESTIGATING AUTHORITY.
- (a) A CITIZEN'S REFUSAL TO OBEY ORDERS OF A FIRE POLICE OFFICER TO STAY AWAY FROM THE FIRE SCENE WILL CONSTITUTE

THE VIOLATION AND WARRANT THE ARREST.

(4) IT MUST BE REMEMBERED THAT ANY ORDER GIVEN BY THE FIRE POLICE OFFICER MUST BE A REASONABLE ONE FOR THE PURPOSE OF COMBATING SOME CONDITION EXISTING THAT IS DETRIMENTAL TO THE PUBLIC WELFARE.

(a) IF THE CONDITION IS ONE THAT ENDANGERS LIFE AND PROPERTY AND ORDER TO OVERCOME THAT CONDITION WILL BE REASONABLE.

(1) THE ORDER BEING GIVEN MUST BE SUCH THAT IT IS CAPABLE OF BEING CARRIED OUT;

EXAMPLES ARE:

FIRE LINES HAVE BEEN ESTABLISHED AND A CITIZEN REFUSES TO STAY BEHIND THEM.

THE FIRE POLICE OFFICER AFTER SEEING THE VIOLATION ORDERS THE CITIZEN TO COMPLY WITH THE REGULATION.

REFUSAL TO OBEY WARRANTS ARREST.

FIRE POLICE ARE PROTECTING THE SCENE OF A FIRE FOR THE PURPOSE OF PRESERVING EVIDENCE UNTIL THE ARRIVAL OF THE INVESTIGATING AUTHORITY.

A CITIZEN'S REFUSAL TO OBEY ORDERS OF A FIRE POLICE OFFICER TO STAY AWAY FROM THE FIRE SCENE WILL CONSTITUTE THE VIOLATION AND WARRANT THE ARREST.

(2) THE ORDER GIVEN BY THE FIRE POLICE MUST NOT MAKE UNREASONABLE DEMANDS ON THE CITIZENS.

EXAMPLE

ORDERING A MOTOR VEHICLE TO BE MOVED THAT HAS MOTOR TROUBLE AND ARRESTING THE OWNER FOR FAILURE TO COMPLY WITH THE ORDER.

ORDER A PERSON IN FRONT OF A CROWD TO MOVE BACK WHEN HE IS UNABLE TO DO SO DUE TO THE PRESSING OF THE CROWD AND THEN ARRESTING HIM FOR FAILURE TO COMPLY.

EXAMPLES

REQUIRING A PERSON TO LEAVE THE SCENE ENTIRELY WHEN MOVING BACK WOULD HAVE ACCOMPLISHED THE FIRE POLICE OFFICER'S PURPOSE.

REQUIRING A PERSON TO DAMAGE HIS CAR WHEN LESS SEVERE MEASURES WOULD HAVE BEEN SUFFICIENT.

3. NJSA 2A:122-8 OBSTRUCTING THE EXTINGUISHING OF FIRES; DAMAGING FIRE APPARATUS

- a. THE LAW READS AS FOLLOWS: **ANY PERSON WHO, DURING AN ALARM OF FIRE, WILLFULLY HINDERS, PREVENTS OR DETERS, BY ANY DEVICE WHATSOEVER, A FIREMAN OR OTHER PERSON FROM GOING TO OR RETURNING FROM THE PLACE WHERE ANY BUILDING OR OTHER PROPERTY IS ON FIRE, OR FROM WHICH AN ALARM PROCEEDS, OR FROM AIDING AND ASSISTING IN THE EXTINGUISHING THE FIRE, OR SUCH ALARM OF FIRE, IF FALSE, OR WILLFULLY OBSTRUCTS OR HINDERS THE PASSAGE OF A**

FIRE ENGINE, HOOK AND LADDER TRUCK OR OTHER FIREFIGHTING APPARATUS OR EQUIPMENT, IN GOING TO OR FROM THE FIRE PLACE FROM WHICH THE ALARM PROCEEDS, OR WHERE THE BUILDING OR OTHER PROPERTY MAY BE BURNING IS GUILTY OF A MISDEMEANOR.

- (1) THE WORD "WILLFULLY", AS USED IN THE STATUTE, INDICATES THAT THERE IS A NEED FOR A SPECIFIC INTENT ON THE PART OF THE ACCUSED IN ORDER TO HAVE SUCCESSFUL PROSECUTION.
- (2) IF THE HINDRANCE IS FOR REASON OTHER THAN TO DELAY FIRE EQUIPMENT, NO ARREST SHOULD BE MADE.
- (3) THE STATUTE INCLUDES THE RETURN TRIP OF THE EQUIPMENT EVEN THOUGH NO IMMEDIATE EMERGENCY EXISTS.
- (4) ANY DELAY IN THE APPARATUS' RETURN TO THE FIREHOUSE COULD BE DISASTROUS SHOULD

ANOTHER ALARM COME IN.

(5) THE STATUTE REMAINS IN FORCE, EVEN

THOUGH THE ALARM BEING ANSWERED OR

RETURNED FROM WAS FALSE.

4. NJSA 2A:122-9 DAMAGING FIRE ALARM SYSTEM:

FALSE ALARMS

a. ANY PERSON WHO WILLFULLY OR MALICIOUSLY:

DESTROYS OR INJURES ANY OF THE WIRES,

POSTS, MACHINES, BELLS, BOXES, LOCKS OR

OTHER APPARATUS OF ANY FIRE ALARM SYSTEM

OF A MUNICIPALITY OF THIS STATE.

D. ENFORCEMENT ATTITUDES 15 MINUTES

1. THIS IS ALSO KNOWN AS "PUBLIC RELATIONS" OR THE

ART OF GETTING ALONG WITH PEOPLE AND HAVING

THEM CONSIDER YOU IN A FAVORABLE WAY.

2. IN THIS DAY AND AGE, PUBLIC RELATIONS IS JUST AS

IMPORTANT IN THE EMERGENCY SERVICES (FIRE,

POLICE, EMS) AS IT IS IN PRIVATE INDUSTRY.

3. IT IS THE JOB OF ALL MEMBERS OF THE ORGANIZATION TO BE INVOLVED IN PUBLIC RELATIONS.
4. AN IMPORTANT PART OF THIS IS THE ABILITY TO ALWAYS DO A BETTER JOB WHILE ON DUTY.
5. NO AMOUNT OF FAVORABLE PUBLICITY CAN OVERCOME THE DAMAGE DONE BY ANY MEMBER DOING THIS JOB IMPROPERLY.
6. IT IS IMPORTANT THAT YOU SHOW INTEREST TO THE PEOPLE WHEN THEY TALK TO YOU; ALWAYS REMEMBER THAT THE PERSON CAME TO YOU.
7. REMEMBER THAT WHEN YOU TALK TO A PERSON IN AN OFFICIAL CAPACITY, IT IS PROBABLY THE FIRST AND LAST TIME YOU WILL HAVE CONTACT WITH THEM. THE IMPRESSION THAT YOU MAKE WILL HAVE A LASTING IMPRESSION ON HOW THEY VIEW THE ORGANIZATION AS A WHOLE. ALWAYS REMEMBER:
DEVELOP SINCERITY AND ENTHUSIASM ABOUT THE JOB AND YOUR WORK.

E. SUMMARY 5 MINUTES

1. GENERAL PRINCIPALS OF NEW JERSEY LAW
2. LAWS APPLICABLE TO FIRE POLICE WORK
3. ENFORCEMENT ATTITUDES
4. TELL CLASS OF NEXT LESSON: COURTS
5. DISMISS CLASS
6. RESTORE CLASSROOM
7. RETURN ANY EQUIPMENT AND MATERIALS USED

NEW JERSEY DIVISION OF FIRE SAFETY

FIRE POLICE BASIC TRAINING COURSE

INSTRUCTOR LESSON PLAN

MODULE 9: COURTS

SUBJECT:

- A. INTRODUCTION
- B. JURISDICTION
- C. FUNCTIONS
- D. FIRE POLICE DEMEANOR IN COURT
- E. SUMMARY

LESSON OBJECTIVES:

THE STUDENT SHALL:

1. IDENTIFY THE TERRITORIAL JURISDICTION OF THE COURTS.
2. IDENTIFY THE NEW JERSEY STATE LAW THAT THE COURT WILL ACT ON IN MATTERS OF ARRESTS BY FIRE POLICE.
3. DESCRIBE THE FUNCTIONS OF THE FOLLOWING:
 - A. COMPLAINTS
 - B. WARRANTS
 - C. SUBPOENA
4. DESCRIBE THE PROPER DEMEANOR FOR A FIRE POLICE WHILE IN COURT.

EQUIPMENT NEEDED:

- CLASS ROSTER
- BLACKBOARD/WHITEBOARD
- CHALK/MARKER
- COURSE LESSON PLAN
- STUDENT HANDOUTS

PREPARATION:

- HAVE ROSTER AVAILABLE FOR STUDENTS TO SIGN.
- HAVE STUDENT HANDOUTS AVAILABLE.

LEVEL OF LEARNING: BASIC

LESSON FLOW:

A. INTRODUCTION	2 MINUTES
B. JURISDICTION	5 MINUTES
C. FUNCTIONS	10 MINUTES
D. FIRE POLICE Demeanor IN COURT	5 MINUTES
E. SUMMARY	2 MINUTES
TOTAL	20 MINUTES

ADMINISTRATIVE TASKS

- PASS OUT STUDENT HANDOUTS
- HAVE STUDENTS SIGN CLASS ROSTER
- INDICATE EXITS
- INTRODUCE SELF TO CLASS

A. INTRODUCTION

2 MINUTES

AS A MEMBER OF A LAW ENFORCEMENT AND CONTROL ORGANIZATION KNOWN AS FIRE POLICE, YOU ARE ALSO CONSIDERED AN OFFICER OF THE COURT. IT IS YOUR RESPONSIBILITY TO KNOW YOUR PLACE IN THE LOCAL COURT SYSTEM.

AS FIRE POLICE YOU DO HAVE CERTAIN POLICE POWERS TO ENFORCE CERTAIN LAWS OF THE LAND. WHAT THESE LAWS ARE AND WHAT IS EXPECTED OF YOU IN ENFORCING THEM WILL BE GONE OVER IN THIS COURSE.

THIS LESSON WILL INTRODUCE YOU TO SOME OF THE BASIC POWERS AND FUNCTIONS OF THE COURTS AS THEY RELATE TO YOUR JOB AND POSITION.

B. JURISDICTION

5 MINUTES

1. THE TYPE OF COURT THAT YOU WILL DEAL WITH IS COMMONLY KNOWN AS THE **MUNICIPAL COURT**.

2. THE MUNICIPAL COURT HAS JURISDICTION OVER OFFENSES OCCURRING WITHIN THE MUNICIPALITY IN WHICH IT IS LOCATED AND SERVES.

a. COURT RULES REQUIRE THE OFFENDER TO BE BROUGHT BEFORE THE NEAREST AVAILABLE JUDGE.

b. IF NO JUDGE FROM THAT MUNICIPALITY IS AVAILABLE, THEN THE NEXT NEAREST JUDGE MAY BE USED.

c. IF NO MUNICIPAL COURT HAS BEEN ESTABLISHED, THE COUNTY DISTRICT COURT IS USED.

3. JURISDICTION OVER SPECIFIC OFFENSES.

a. THE MUNICIPAL COURT HAS POWER TO ACT IN A SUMMARY MANNER IN ANY VIOLATIONS OF N. J. S. A. 15:8-4.

b. IN THOSE CASES WHERE THE FIRE POLICE OFFICER HAS MADE AN ARREST FOR FAILURE TO

OBEY HIS OR HER REASONABLE ORDERS, THE

COMPLAINT WILL CHARGE "VIOLATION OF N. J. S.

A. 15:8-4".

c. IN CASES OF DISORDERLY PERSON VIOLATIONS,

THE COMPLAINT WILL CHARGE THE SPECIFIC

STATUTE THAT HAS BEEN VIOLATED.

d. WHERE CRIMES ARE COMMITTED, EITHER

MISDEMEANORS OR HIGH MISDEMEANORS, AGAIN

THE SPECIFIC STATUTE VIOLATED WILL BE

CHARGED IN THE COMPLAINT.

C. FUNCTIONS

5 MINUTES

1. THERE IS A SPECIFIC SET OF FUNCTIONS TO BE

FOLLOWED TO HAVE A VIOLATOR OF A LAW BROUGHT

BEFORE THE JUDGE. IT IS IMPORTANT THAT YOU

UNDERSTAND THE TERMS AND THE FUNCTIONS

CONNECTED WITH THEM.

2. FUNCTIONS

a. COMPLAINT - AN ACCUSATION OF A VIOLATION OF

A LAW BROUGHT AGAINST A PERSON BY AN

OTHER PERSON.

- (1) THE COMPLAINT MUST BE SIGNED BEFORE A JUDGE HAVING JURISDICTION IN THAT AREA;
 - (2) IT MUST BE SIGNED BY THE PERSON MAKING THE ACCUSATION;
 - (3) IT MUST NAME OR DESCRIBE THE DEFENDANT;
 - (4) IT MUST DESCRIBE THE DEFENDANT'S ACTIONS WHICH ARE THE BASIS FOR THE COMPLAINT AND THOSE ACTIONS MUST BE AGAINST THE LAW;
 - (5) IT MUST INCLUDE INFORMATION CONCERNING THE TITLE OF THE VIOLATION;
 - (6) IT MUST STATE THE TIME AND DATE OF THE VIOLATION;
 - (7) IT MUST CONTAIN INFORMATION REGARDING THE LOCALITY OF THE VIOLATION;
- b. A FIRE POLICE OFFICER SHOULD USE CAUTION BEFORE MAKING OPEN ACCUSATIONS REGARDING PRIVATE CITIZENS.
- c. THERE MUST BE REASONABLE GROUNDS GIVEN

TO THE JUDGE TO SUBSTANTIATE THE
ACCUSATION.

d. WARRANTS - AN ORDER OF THE COURT ISSUED BY
THE JUDGE.

(1) FOR EACH COMPLAINT A WARRANT SHALL BE
ISSUED.

(2) IF THE ACCUSED IS NOT YET IN CUSTODY, THE
WARRANT IS NECESSARY TO BRING ABOUT HIS
ARREST;

(3) IF THE ACCUSED IS ALREADY IN CUSTODY AT
THE TIME OF THE SIGNING OF THE COMPLAINT,
THE WARRANT MUST BE ISSUED BEFORE THE
COURT MAY OBTAIN JURISDICTION OVER THE
ACCUSED;

(4) ALL OF THE INFORMATION INCLUDED IN THE
COMPLAINT MUST BE IN THE WARRANT.

(5) THE WARRANT MUST BE SIGNED BY THE
JUDGE;

(6) IN GENERAL, WHEN A COMPLAINT HAS BEEN
SIGNED BY THE FIRE POLICE TO BRING ABOUT

AN ARREST, IT IS THE POLICE OFFICER WHO
WILL MAKE THE ARREST.

e. SUBPOENA - A DIRECTIVE BY THE COURT TO A
PERSON TO APPEAR BEFORE THAT COURT FOR
THE PURPOSE OF GIVING EVIDENCE AT A SPECIFIC
DATE AND TIME.

(1) FIRE POLICE OFFICERS WHO HAVE CONVEYED
INFORMATION TO THE POLICE MAY RECEIVE A
SUBPOENA TO TESTIFY REGARDING THAT
INFORMATION;

(2) CARE WILL BE USED BY THE POLICE OFFICER
TO AVOID UNNECESSARILY CALLING THE FIRE
POLICE OFFICER TO COURT.

D. FIRE POLICE Demeanor IN COURT 5 MINUTES

1. IF THE NEED ARISES FOR THE FIRE POLICE OFFICER
TO APPEAR IN COURT, THERE ARE SEVERAL ITEMS
THAT SHOULD BE REMEMBERED.

2. PROPER Demeanor

a. BE PUNCTUAL;

- b. BE NEAT IN GROOMING AND CLOTHING;
(PROFESSIONAL)
- c. WHEN CALLED TO THE WITNESS STAND, WALK
ERECT AND BRISKLY;.
- d. WHEN ON THE WITNESS STAND:
 - (1) SIT ERECT;
 - (2) SPEAK CLEARLY AND BE CALM;
 - (3) EXPLAIN YOUR ANSWERS IF NECESSARY;
 - (4) ALWAYS TELL THE TRUTH;
 - (5) DO NOT VOLUNTEER INFORMATION;
 - (6) BE FRANK, MODEST, AND NATURAL;
 - (7) DO NOT BE AFRAID TO SAY "I DO NOT KNOW"

E. SUMMARY

5 MINUTES

- 1. JURISDICTION
- 2. FUNCTIONS
- 3. FIRE POLICE DEMEANOR IN COURT
- 4. TELL CLASS OF NEXT LESSON: RECOMMENDED
PROTECTIVE CLOTHING
- 5. DISMISS CLASS

6. RESTORE CLASSROOM

7. RETURN ANY EQUIPMENT AND MATERIALS USED

NEW JERSEY DIVISION OF FIRE SAFETY

FIRE POLICE BASIC TRAINING COURSE

INSTRUCTOR LESSON PLAN

MODULE 10 - RECOMMENDED PROTECTIVE CLOTHING & EQUIPMENT

SUBJECT:

- A. INTRODUCTION
- B. GENERAL CLOTHING REQUIREMENTS
- C. INCLEMENT WEATHER CLOTHING
- D. GEAR & CLOTHING FOR TRAFFIC CONTROL
- E. SUMMARY

LESSON OBJECTIVES:

THE STUDENT SHALL:

1. IDENTIFY THE BASIC CLOTHING WORN BY FIRE POLICE AT AN EMERGENCY SCENE.
2. IDENTIFY THE CLOTHING WORN BY FIRE POLICE DURING INCLEMENT WEATHER.
3. IDENTIFY THE PROTECTIVE CLOTHING WORN BY FIRE POLICE FOR TRAFFIC CONTROL.

EQUIPMENT NEEDED:

- CLASS ROSTER
- STUDENT HANDOUTS
- CHALKBOARD/WHITE BOARD
- CHALK/MARKER
- EXAMPLES OF PROTECTIVE CLOTHING & EQUIPMENT

PREPARATION:

- HAVE ROSTER AVAILABLE FOR STUDENTS TO SIGN.
- HAVE STUDENT HANDOUTS AVAILABLE

LEARNING LEVEL: BASIC

LESSON FLOW:

A. INTRODUCTION	2 MINUTES
B. GENERAL CLOTHING REQUIREMENTS	5 MINUTES
C. INCLEMENT WEATHER CLOTHING	5 MINUTES
D. GEAR & CLOTHING FOR TRAFFIC CONTROL	5 MINUTES
E. SUMMARY	3 MINUTES
TOTAL	20 MINUTES

ADMINISTRATIVE TASKS

- PASS OUT STUDENT HANDOUTS
- HAVE STUDENTS SIGN CLASS ATTENDANCE ROSTER
- INDICATE EXITS
- INTRODUCE SELF TO CLASS

A. INTRODUCTION

2 MINUTES

THE INCIDENTS THAT THE FIRE POLICE HAVE TO WORK AT MAY BE AT THE VERY LEAST, HAZARDOUS. WHILE ASSISTING THE FIRE DEPARTMENT AND POLICE DEPARTMENT IN THEIR JOBS IS IMPORTANT, IT IS ALSO IMPORTANT THAT THE FIRE POLICE HAVE THE PROPER PROTECTIVE GEAR TO KEEP THEM OUT OF HARM'S WAY.

THE PROPER EQUIPMENT AND UNIFORM IS THE INDICATION OF A PROFESSIONAL. IT IS IMPORTANT THAT THE FIRE POLICE DISPLAY A PROFESSIONAL IMAGE AT ALL TIMES, AND ESPECIALLY WHILE DOING THEIR JOBS AT AN EMERGENCY.

THIS MODULE WILL DESCRIBE THE SUGGESTED NECESSARY GEAR THAT A FIRE POLICE SHOULD HAVE TO PROPERLY AND PROFESSIONALLY DO THEIR JOB.

B. GENERAL CLOTHING REQUIREMENTS 5 MINUTES

1. THE ITEMS LISTED HERE AND THROUGHOUT THE MODULE ARE SUGGESTED, AND DOES NOT MEAN THAT AN INDIVIDUAL FIRE COMPANY IS MANDATED TO SUPPLY THIS EQUIPMENT TO THE FIRE POLICE. BUT IT IS SUGGESTED THAT IN ORDER TO MAINTAIN A SAFE AND HEALTHY ORGANIZATION, THE FOLLOWING EQUIPMENT BE PROVIDED.

2. GENERAL GEAR

a. BADGE - (MANDATORY BY LAW) THIS SHOWS A SIGN OF PROFESSIONALISM AND IS SOMETHING THAT THE AVERAGE CITIZENRY CAN IDENTIFY WITH.

(1) THE BADGE SHOULD INDICATE:

- (a) WHAT YOU ARE (FIRE POLICE);
- (b) THE NAME OF THE DEPARTMENT;
- (c) WHAT RANK YOU ARE (OFFICER, CAPTAIN, ETC.);
- (d) AS AN OPTION A LINE NUMBER OR IDENTIFICATION NUMBER.

b. WRITING INSTRUMENTS (PAPER, PEN/PENCIL)

- (1) IN ORDER TO TAKE NOTES AND TO WRITE
DOWN ANY POSSIBLE ORDERS OR COMMANDS,
IT IS NECESSARY TO HAVE THE PROPER
WRITING INSTRUMENTS.

c. PROTECTIVE HEAD GEAR

- (1) IT IS IMPORTANT TO HAVE THE PROPER HEAD
GEAR FOR YOUR PROTECTION AT AN
EMERGENCY SCENE.

(2) TYPE OF HEAD GEAR CAN INCLUDE:

- (a) FIREFIGHTER HELMETS;
(b) CONSTRUCTION HARD HATS;
(c) POLICE RIOT STYLE HELMETS;
(d) THE HELMET SHOULD CONTAIN THE
TITLE OF FIRE POLICE AND THE NAME OF
THE ORGANIZATION YOU ARE WITH.

d. GOGGLES - THESE ARE TO BE USED TO PROTECT
YOU EYES WHILE YOU ARE DOING YOUR JOB

e. FLASH LIGHT WITH WAND

(1) AT AN EMERGENCY SCENE YOU MAY BE AIDING IN THE SEARCH FOR A MISSING PERSON; IN ORDER TO DO THIS YOU WILL NEED SOME KIND OF LIGHTING DEVICE TO AID IN THE SEARCH.

(2) IF YOU ARE DIRECTING TRAFFIC, A FLASHLIGHT WITH A WAND WILL AID YOU IN CONTROLLING THE FLOW OF TRAFFIC, AND ACT AS A WARNING DEVICE SO AS NOT TO BE HIT BY AN ONCOMING VEHICLE.

f. WHISTLE - THIS IS AN AUDIBLE WARNING DEVICE THAT CAN BE USED TO NOTIFY PERSONS TO DANGER OR TO CONTROL TRAFFIC FLOW.

g. REFLECTIVE VEST/COAT

(1) IN ORDER TO MAKE YOURSELF MORE VISIBLE TO PEOPLE AT AN EMERGENCY SCENE, SOME SORT OF REFLECTIVE VEST OR COAT SHOULD BE WORN.

(2) AS HAS BEEN SAID BEFORE YOUR SAFETY IS PARAMOUNT, AND A REFLECTIVE VEST/COAT WILL AID YOU IN KEEPING SAFE.

C. INCLEMENT WEATHER CLOTHING

5 MINUTES

C. INCLEMENT WEATHER CLOTHING 5 MINUTES

1. SINCE IT IS NOT ALWAYS SUNNY AND WARM WHEN AN EMERGENCY OCCURS, IT IS IMPORTANT TO HAVE THE PROPER GEAR FOR ALL TYPES OF WEATHER. SOME OF THE PROPER GEAR SHOULD BE:

a. BOOTS

- (1) THIS WILL AID YOU IN WET OR COLD WEATHER TO KEEP YOU WARM;
- (2) IF YOU BECOME INVOLVED IN EVACUATION DURING FLOODS IT CAN KEEP YOU DRY;
- (3) THEY ALSO PROVIDE PROTECTION FOR YOUR FEET AT ACCIDENT AND FIRE SCENES.

b. BUNKER PANTS

- (1) THESE WILL PROVIDE WARMTH IN COLD WEATHER AND PROTECT YOUR LOWER BODY AT FIRE AND ACCIDENT SCENES.

c. GLOVES

- (1) THEY ARE DESIGNED TO KEEP YOUR HANDS WARM AND DRY;

(2) THEY WILL ALSO PROTECT YOUR HANDS FROM POSSIBLE INJURIES OR CUTS AT THE EMERGENCY SCENE.

- d. AS NOTED MAKE SURE TO BRING WARM CLOTHING IN THE COLDER WEATHER AND IT IS A GOOD IDEA TO HAVE A CHANGE OF CLOTHING IF YOUR EQUIPMENT DOES GET WET.

D. GEAR & CLOTHING FOR TRAFFIC CONTROL 5 MINUTES

1. ONE OF THE MORE COMMON JOBS FOR FIRE POLICE IS THE CONTROL OF TRAFFIC AT AN EMERGENCY SCENE. IT IS IMPORTANT THAT THE INDIVIDUAL HAVE THE PROPER EQUIPMENT TO MAKE THIS JOB AS SAFE AS POSSIBLE.
2. SOME OF THE SUGGESTED NECESSARY EQUIPMENT:

BRIEFLY DESCRIBE EACH OF THE BELOW LISTED ITEMS

- a. REFLECTIVE CONES
- b. FLARES
- c. ROAD SIGNS
- d. FIRE LINE TAPE

e. COMMUNICATIONS EQUIPMENT (RADIO, CELLULAR TELEPHONE)

E. SUMMARY

2 MINUTES

1. GENERAL CLOTHING REQUIREMENTS
2. INCLEMENT WEATHER CLOTHING
3. GEAR & CLOTHING FOR TRAFFIC CONTROL
4. TELL CLASS OF NEXT LESSON: MOTOR VEHICLE & RED/BLUE LIGHT LAWS
5. DISMISS CLASS
6. RESTORE CLASSROOM
7. RETURN ANY EQUIPMENT AND MATERIALS USED

NEW JERSEY DIVISION OF FIRE SAFETY

FIRE POLICE BASIC TRAINING COURSE

INSTRUCTOR LESSON PLAN

MODULE 11 - MOTOR VEHICLE & RED/BLUE LIGHT LAWS

SUBJECT:

- A. INTRODUCTION
- B. MOTOR VEHICLE LAWS
- C. TRAFFIC ENFORCEMENT - STATUTES
- D. BLUE LIGHT LAW
- E. RED LIGHT LAW
- F. SUMMARY

LESSON OBJECTIVES:

THE STUDENT SHALL:

1. GIVE A DEFINITION OF THE MOTOR VEHICLE LAW FOR NEW JERSEY.
2. LIST THOSE STATUTES UNDER NEW JERSEY MOTOR VEHICLE LAW THAT DIRECTLY RELATE TO FIRE POLICE.
3. DESCRIBE THE NEW JERSEY BLUE LIGHT LAW.
4. DESCRIBE THE NEW JERSEY RED LIGHT LAW.

EQUIPMENT NEEDED:

- CLASS ROSTER
- STUDENT HANDOUTS
- CHALKBOARD/WHITE BOARD
- CHALK/MARKER
- STUDENT HANDOUTS

PREPARATION:

- HAVE ROSTER AVAILABLE FOR STUDENTS TO SIGN.
- HAVE STUDENT HANDOUTS AVAILABLE

LEVEL OF LEARNING: BASIC

LESSON FLOW:

A. INTRODUCTION	5 MINUTES
B. MOTOR VEHICLE LAWS	20 MINUTES
C. TRAFFIC ENFORCEMENT - STATUTES	15 MINUTES
D. BLUE LIGHT LAW	15 MINUTES
E. RED LIGHT LAW	15 MINUTES
F. SUMMARY	5 MINUTES
TOTAL	75 MINUTES

ADMINISTRATIVE TASKS

- PASS OUT STUDENT HANDOUTS
- HAVE STUDENTS SIGN CLASS ROSTER
- INDICATE EXITS
- INTRODUCE SELF TO CLASS

A. INTRODUCTION

5 MINUTES

ONE OF THE PRIMARY DUTIES OF THE FIRE POLICE OFFICER IS TRAFFIC CONTROL. IN ORDER TO PROPERLY EXECUTE THIS DUTY, THE FIRE POLICE OFFICER SHOULD HAVE AN UNDERSTANDING OF THE NEW JERSEY MOTOR VEHICLE LAWS.

THIS LESSON WILL INTRODUCE THE FIRE POLICE OFFICER TO THE NEW JERSEY MOTOR VEHICLE LAWS OVERALL, AND CONCENTRATE ON THOSE LAWS THAT PERTAIN DIRECTLY TO THE FIRE POLICE OFFICER.

IN THIS LESSON WE WILL COVER THE BASIC LAWS, AND ALSO COVER THE LAWS COVERING USE AND PLACEMENT OF RED AND BLUE EMERGENCY LIGHTS ON MOTOR VEHICLES.

B. MOTOR VEHICLE LAWS

20 minutes

1. MOTOR VEHICLE LAW DEFINED

- a. THE CHAPTER OF THE NEW JERSEY STATUTES THAT DEALS WITH THE OPERATION, LICENSING, AND ALL REGULATIONS CONCERNING MOTOR VEHICLES AND THE PRIVILEGE OF OPERATING SAME.

2. DRIVING AND ALL OTHER ASPECTS OF MOTOR VEHICLE OPERATION AND REGISTRATION IS A PRIVILEGE, NOT A RIGHT. NO ONE HAS ANY RIGHTS TO OPERATE A MOTOR VEHICLE, THEREFORE THE PRIVILEGE CAN BE REVOKED BY STATUTES FOR VIOLATIONS THERETO.

NOTE: EXPLAIN OR DISCUSS THE FOLLOWING WITH STUDENTS AS NEEDED.

3. CHAPTERS OF TITLE 39 THAT RELATE TO FIRE POLICE

- a. 39:3 REGISTRATION AND LICENSING
- b. 39:4 TRAFFIC REGULATION
- c. 39:5 ENFORCEMENT

- d. 39:6 FINANCIAL LIABILITY & INSURANCE
REGULATIONS
- e. 39:8 INSPECTION OF MOTOR VEHICLES

NOTE: DURING THE LESSON, DISCUSS WITH CLASS AND INFORM THEM THAT MOST ACTUAL MOTOR VEHICLE VIOLATIONS SHOULD AND WILL BE DIRECTED TO THE LOCAL POLICE OFFICERS FOR ENFORCEMENT.

NOTE: THIS WILL BE DISCUSSED IN THE TRAFFIC ENFORCEMENT SECTION WHICH FOLLOWS.

- 4. TITLE 39 OF THE NEW JERSEY STATUTES GOVERN ALL ASPECTS OF MOTOR VEHICLE OPERATION AND DOCUMENTATION. IT SETS FORTH ALL THE RULES THAT ALL PERSONS MUST ADHERE TO AND IMPLEMENT.

C. TRAFFIC ENFORCEMENT - STATUTES 15 minutes**1. STATUTES THAT RELATE DIRECTLY TO FIRE POLICE.****a. CHAPTER 3**

- (1) 39:3-54.7 EMERGENCY LIGHTS ON VEHICLES
- (2) 39:3-54.8 EMERGENCY LIGHTS ON VEHICLES
- (3) 39:3-54.9 EMERGENCY LIGHTS ON VEHICLES
- (4) 39:3-54.10 EMERGENCY LIGHTS ON VEHICLES
- (5) 39:3-54.11 EMERGENCY LIGHTS ON VEHICLES
- (6) 39:3-54.12 EMERGENCY LIGHTS ON VEHICLES
- (7) 39:3-54.15 EMERGENCY LIGHTS ON VEHICLES
- (8) 39:3-54.16 EMERGENCY LIGHTS ON VEHICLES
- (9) 39:3-54.17 EMERGENCY LIGHTS ON VEHICLES
- (10) 39:3-54.18 EMERGENCY LIGHTS ON VEHICLES
- (11) 39:3-54.19 EMERGENCY LIGHTS ON VEHICLES
- (12) 39:3-54.20 EMERGENCY LIGHTS ON VEHICLES

NOTE: THESE WILL BE DISCUSSED LATER IN THE LESSON IN THE SECTIONS ON BLUE & RED LIGHT LAWS. SEE APPENDIX D FOR INFORMATION ON 39:3-54.7 TO 39:3-54.20 UNDER "FIRE SERVICE REFERENCE BOOKLET 5

LESSON OUTLINE**INSTRUCTOR NOTES**

b. CHAPTER 4

(1) 39:4-56.1

(2) 39:4-56.5

(3) 39:4-90 RIGHT OF WAY AT INTERSECTION

(4) 39:4-91 RIGHT OF WAY OF EMERGENCY

VEHICLES

(5) 39:4-92 AUTHORIZED EMERGENCY VEHICLES

(6) 39:4-92.1 FIRE DEPARTMENT VEHICLES

(7) 39:4-96 RECKLESS DRIVING

(8) 39:4-97 CARELESS DRIVING

(9) 39:4-97.1 BLOCKING TRAFFIC BY SLOW DRIVING

(10) 39:4-119

(11) 39:4-122

(12) 39:4-136

(13) 39:4-137

(14) 39:4-138 PARKING RESTRICTIONS

(15) 39:4-213

(16) 39:4-214

(17) 39:4-215

- LOCAL OR STATE POLICE OFFICERS WHEN CHARGING OPERATORS WITH MOTOR VEHICLE VIOLATIONS.
- d. IT IS IMPORTANT TO UNDERSTAND THAT FIRE POLICE DO NOT HAVE ENFORCEMENT POWERS UNDER TITLE 39. THEY CAN HAVE SUMMONSES ISSUED ON "INFORMATION AND BELIEF".
- e. EACH FIRE POLICE OFFICER MUST BE ABLE TO POSITIVELY IDENTIFY THE OPERATOR OF THE MOTOR VEHICLE AND THE TIME AND LOCATION OF THE INCIDENT.
- f. YOU HAVE TO APPEAR IN COURT AND PROVE YOUR CASE TO THE JUDGE OR MAGISTRATE. IT WILL NOT BE THE POLICE OFFICERS RESPONSIBILITY.
- g. IF FIRE POLICE WITNESS VIOLATIONS AMONG THE FIRE DEPARTMENT PERSONNEL, THEY MUST TAKE WHATEVER ACTION THE DEPARTMENT CALLS FOR. THIS DOESN'T MEAN YOU CANNOT ALSO WRITE, OR HAVE WRITTEN, A SUMMONS WITH THE POLICE.
- h. 39:4-103 GIVES ONLY MILITARY ESTABLISHMENTS DURING TIME OF RIOT, INSURRECTION AND

- h. 39:4-103 GIVES ONLY MILITARY ESTABLISHMENTS DURING TIME OF RIOT, INSURRECTION AND INVASION, AND POLICE OFFICERS ENGAGED IN THEIR JOB, THE EXEMPTION FOR TITLE 39. **NO ONE ELSE.....NO MATTER WHAT!**
2. EMPHASIS ON ENFORCEMENT
- a. EACH OFFICER MUST UNDERSTAND THE REASON FOR ENFORCING MOTOR VEHICLE LAWS. WHEN A FLAGRANT VIOLATION OF THE LAW OR WHEN A VIOLATION OF THE LAW ENDANGERS PERSONNEL OR THE CITIZENRY WHILE YOU ARE ON DUTY, THEN APPROPRIATE ACTION IS NECESSARY. BUT, THERE ARE TIMES WHEN THE IMMEDIATE DUTIES OF AN OFFICER WOULD PRECLUDE HIM FROM GETTING THE NECESSARY INFORMATION OR BEING UNABLE TO IDENTIFY THE DRIVER. IN THIS CASE WE MAY HAVE TO FOREGO HAVING A SUMMONS ISSUED.

- b. IN LIGHT OF THE ABOVE MENTIONED PROBLEMS THAT MAY PRECLUDE AN OFFICER FROM ISSUING A SUMMONS, THERE ARE TIMES WHEN DISCRETION MAY PREVAIL. AGAIN, WE MUST NOT LOSE SIGHT OF OUR MAIN GOAL. WE ARE NOT THE POLICE.
- c. IF, AND WHEN, A SUMMONS IS ISSUED YOU MUST BE ABLE TO PROSECUTE THE MATTER IN COURT. IN ORDER TO DO THIS, EACH OFFICER MUST FOLLOW SEVERAL RULES:
- (1) POSITIVE IDENTIFICATION OF THE DRIVER OR OPERATOR;
 - (2) DOCUMENT THE DATE & TIME OF THE INCIDENT;
 - (3) DOCUMENT THE LOCATION AND DIRECTION OF TRAVEL OF THE VEHICLE(S);
 - (4) LIST ALL OCCUPANTS OF THE VEHICLE AND THEIR LOCATION WITHIN SAME;

(5) ABOVE ALL, YOU MUST BE ABLE TO
ARTICULATE THE VIOLATION AND PROVE THAT
THE OPERATOR DID IN FACT VIOLATE THE LAW
ACCORDING TO THE CHAPTER OR SECTION
YOU CITE HIM OR HER UNDER.

D. BLUE LIGHT LAW 15 minutes

1. NEW JERSEY STATUTE - 39:3-54.7 - MEMBER OF FIRE COMPANY OR FIRST AID OR RESCUE SQUAD; EMERGENCY WARNING LIGHT ON MOTOR VEHICLE.
 - a. AN ACTIVE MEMBER IN GOOD STANDING OF A VOLUNTEER FIRE COMPANY OR VOLUNTEER FIRST AID OR RESCUE SQUAD RECOGNIZED BY AND RENDERING SERVICES IN ANY MUNICIPALITY MAY DISPLAY ON A MOTOR VEHICLE OWNED BY HIM OR BY A MEMBER OF HIS OR HER HOUSEHOLD AN EMERGENCY WARNING LIGHT OR LIGHTS AS PROVIDED IN THIS ACT.
2. ADDITIONAL STATUTES THAT DIRECTLY REFLECT ON THIS STATUTE.

- a. 39:3-54.8 TIME OF OPERATION
- b. 39:3-54.9 SPECIFICATIONS
- c. 39:3-54.10 PLACEMENT ON VEHICLE
- d. 39:3-54.11 IDENTIFICATION CARD
- e. 39:3-54.12 RIGHT OF WAY
- f. 39:3-54.13 VIOLATIONS

NOTE: COVER THE ABOVE SECTIONS WITH THE STUDENTS, HAVING THEM REFERENCE THE STUDENT MANUAL, APPENDIX D.

- g. UNDER 39:3-54.12, BE ADVISED THAT FIRE DEPARTMENT MEMBERS **DO NOT** HAVE THE RIGHT TO VIOLATE MOTOR VEHICLE LAW.
- h. STATUTE 39:4-92 STATES THAT ONLY POLICE OFFICERS AND MEMBERS OF THE MILITARY ARE EXEMPT FROM MOTOR VEHICLE LAW.

NOTE: STRESS THE ABOVE SECTION TO THE STUDENTS

E. RED LIGHT LAW

15 minutes

1. STATUTE - 39:3-54.15

- a. THIS LAW IS RESTRICTIVE AND IS REGULATED TO ONLY CHIEFS AND FIRST ASSISTANT CHIEFS.
- b. AN ACTIVE CHIEF OR FIRST ASSISTANT CHIEF OF A VOLUNTEER FIRE COMPANY RECOGNIZED BY AND RENDERING SERVICE IN ANY MUNICIPALITY MAY DISPLAY ON A MOTOR VEHICLE OWNED BY HIM AND REGISTERED IN HIS NAME A RED EMERGENCY WARNING LIGHT OR LIGHTS, A SIREN OR BOTH, AS PRESCRIBED IN THIS ACT. THE SIZE AND TYPE OF LIGHTS AND SIREN, AND THE LOCATION OF THEIR CONTROLS, SHALL BE DETERMINED BY THE DIRECTOR OF THE DIVISION OF MOTOR VEHICLES.

2. ADDITIONAL STATUTES THAT DIRECTLY REFLECT ON THIS STATUTE.

- a. 39:3-54.16 MOUNTING
- b. 39:3-54.17 SIRENS
- c. 39:3-54.18 IDENTIFICATION CARDS
- d. 39:3-54.19 PRIVILEGES

e. 39:3-54.20 SUSPENSION AND REVOCATION

NOTE: COVER THE ABOVE WITH THE STUDENTS. HAVE THEM REFERENCE THE STUDENT MANUAL, APPENDIX D.

F. SUMMARY

5 minutes

1. MOTOR VEHICLE LAWS
2. TRAFFIC ENFORCEMENT - STATUTES
3. BLUE LIGHT LAW
4. RED LIGHT LAW
5. TELL CLASS OF NEXT LESSON: TRAFFIC CONTROL
6. DISMISS CLASS
7. RESTORE CLASSROOM
8. RETURN ANY EQUIPMENT AND MATERIALS USED

NEW JERSEY DIVISION OF FIRE SAFETY

FIRE POLICE BASIC TRAINING COURSE

INSTRUCTOR LESSON PLAN

MODULE 12 - TRAFFIC CONTROL

SUBJECT:

- A. INTRODUCTION**
- B. CONTROLLING TRAFFIC**
- C. PROCEDURES AT MOTOR VEHICLE ACCIDENT**
- D. MANUAL TRAFFIC DIRECTION**
- E. SUMMARY**

LESSON OBJECTIVES:

THE STUDENT SHALL:

- 1. DESCRIBE THE PROPER PROCEDURES FOR THE FOLLOWING SITUATIONS:**
 - A. TRAFFIC CONGESTION**
 - B. PARKING**
- 2. LIST AND DESCRIBE THE PROCEDURES TO BE TAKEN BY THE FIRE POLICE AT A MOTOR VEHICLE ACCIDENT.**
- 3. DESCRIBE THE PROPER USE OF THE FOLLOWING AS THEY APPLY TO TRAFFIC CONTROL:**
 - A. HAND SIGNALS**
 - B. WHISTLE**
 - C. ILLUMINATED BATON/FLASHLIGHT**

EQUIPMENT NEEDED:

- **CLASS ROSTER**
- **BLACKBOARD/WHITEBOARD**
- **CHALK/MARKER**
- **COURSE LESSON PLAN**
- **STUDENT HANDOUTS**

PREPARATION:

- **HAVE ROSTER AVAILABLE FOR STUDENTS TO SIGN.**
- **HAVE STUDENT HANDOUTS AVAILABLE**

LEVEL OF LEARNING: BASIC

LESSON FLOW:

A. INTRODUCTION	5 MINUTES
B. CONTROLLING TRAFFIC	15 MINUTES
C. PROCEDURES AT MOTOR VEHICLE ACCIDENT	15 MINUTES
D. MANUAL TRAFFIC DIRECTION	120 MINUTES
E. SUMMARY	5 MINUTES
TOTAL	160 MINUTES

ADMINISTRATIVE TASKS

- PASS OUT STUDENT HANDOUTS
- HAVE STUDENTS SIGN CLASS ROSTER
- INDICATE EXITS
- INTRODUCE SELF TO CLASS

A. INTRODUCTION**5 MINUTES**

A PRIMARY JOB OF THE FIRE POLICE IS THAT OF TRAFFIC CONTROL AT FIRE AND OTHER EMERGENCY SCENES. IT IS IMPORTANT THE FIRE POLICE UNDERSTAND THE IMPORTANCE OF PROPERLY PERFORMING THIS TASK.

IN ORDER TO DO THIS CORRECTLY, YOU MUST UNDERSTAND THAT THERE ARE SEVERAL TYPES OF SCENARIOS THAT WILL REQUIRE THE USE OF TRAFFIC CONTROL. IN ORDER FOR THIS TO BE DONE SAFELY, THERE ARE CERTAIN RULES THAT MUST BE ADHERED TO.

IN THIS MODULE WE WILL COVER THE TYPES OF SITUATIONS WHERE TRAFFIC CONTROL WILL BE DONE, CERTAIN RULES TO OBEY IN ORDER TO BE SAFE, AND SEVERAL METHODS OF DIRECTING TRAFFIC USING MANUAL DEVICES NORMALLY CARRIED BY FIRE POLICE.

B. CONTROLLING TRAFFIC

15 MINUTES

1. IDENTIFICATION WHILE ON DUTY

a. WEAR THE AUTHORIZED FIRE POLICE BADGE

ON THE LEFT BREAST OF THE OUTER MOST
GARMENT YOU ARE WEARING;

b. IF, WHILE ON DUTY, YOU ARE REQUIRED TO
ARREST SOMEONE FOR FAILING TO OBEY AN
ORDER FROM THE FIRE POLICE, YOU MAY
ARREST HIM AND KEEP HIM UNTIL THE
INCIDENT IS TERMINATED;c. IF THE PERSON IS FOUND GUILTY IN A COURT
OF LAW, THE FINE THAT CAN BE LEVIED IS UP
TO \$200.00.

2. PREVENTION OF CONGESTION AND ACCIDENTS

a. DO NOT ALLOW TRAFFIC TO BECOME
CONGESTED WITH PEOPLE STOPPING TO
WITNESS THE INCIDENT. KEEP TRAFFIC
MOVING;b. GIVE CLEAR, AUDIBLE SIGNALS TO
MOTORISTS SO THERE IS NO

MISUNDERSTANDING.

3. KNOW AREA AND ROADS THAT YOU MAY HAVE TO USE TO DIVERT TRAFFIC.
 - a. GIVE CLEAR, UNDERSTANDABLE DIRECTIONS WHEN ROUTING TRAFFIC;
 - b. KEEP PASSAGES OPEN FOR EMERGENCY VEHICLES;
 - c. USE REMOTE SAFEGUARDS (CONES, FLARES) TO WARN THAT TRAFFIC IS BEING ROUTED.
4. PARKING
 - a. KEEP SPECTATORS FROM PARKING AT OR NEAR THE SCENE;
 - b. ESTABLISH AND MAINTAIN TRAFFIC POSTS AS NEEDED AT THE SCENE.
5. STOPPING VEHICLES
 - a. USE EXTREME CAUTION SO AS NOT TO CAUSE AN ACCIDENT;
 - b. USE DISTINCT SIGNALS DURING DAY OR NIGHT WITH FLASHLIGHTS OR ILLUMINATED BATONS.

C. PROCEDURES AT MOTOR VEHICLE

ACCIDENT

15 MINUTES

1. PROCEED TO SCENE AS QUICKLY AND SAFELY AS POSSIBLE.
 - a. QUICK ARRIVAL WILL HELP SAVE LIVES AND PROTECT PROPERTY;
 - b. IT WILL HELP IN PROTECTING EVIDENCE THAT WILL STILL BE IN ITS ORIGINAL PLACE;
 - c. WILL HELP IN THE PREVENTION OF ACCIDENTS AT THE SCENE;
2. PROTECT AND SAFEGUARD THE PROPERTY OF THE INJURED FROM LARCENY AND DAMAGE.
3. PROTECT THE EMERGENCY SCENE
 - a. KEEP NORMAL TRAFFIC MOVING AROUND THE EMERGENCY SCENE;
 - b. PREVENT OTHER ACCIDENTS BY SETTING UP WARNING DEVICES;
 - c. KEEP ROAD OPEN FOR EMERGENCY VEHICLES;
 - d. ALLOW NO DISTURBANCE OF THE PHYSICAL

EVIDENCE LYING ABOUT THE SCENE.

D. MANUAL TRAFFIC DIRECTION 120 MINUTES

1. TRAFFIC HAND SIGNALS

- a. THE OFFICER ASSIGNED TO DIRECT TRAFFIC SHOULD KNOW HOW TO INDICATE TO DRIVERS AND PEDESTRIANS HOW, WHEN AND WHERE THEY MAY MOVE.
- b. IF THE SIGNALS ARE NOT UNDERSTOOD, MAINTAINING THE FLOW OF TRAFFIC AND PREVENTING CONGESTION CAN BECOME ALMOST IMPOSSIBLE.
- c. THE TRAFFIC OFFICER MUST USE AN UNDERSTANDABLE SIGN LANGUAGE CONSISTENT WITH GESTURES AND SIGNALS USED BY OTHER OFFICERS.
- d. POSITION OF THE OFFICER
 - (1) THE OFFICER DIRECTING TRAFFIC SHOULD;
STAND WHERE MOTORISTS AND
PEDESTRIANS CAN SEE HE OR SHE

CLEARLY;

(2) THE OFFICER SHOULD STAND STRAIGHT,
WITH WEIGHT EQUALLY DISTRIBUTED;

(3) WHEN NOT SIGNALLING, HANDS SHOULD
BE AT THE SIDES;

(4) THE OFFICER SHOULD STAND WITH SIDE
TOWARD ON COMING VEHICLES.

e. GIVING HAND SIGNALS

(1) STOPPING TRAFFIC

(a) POINT AT DRIVER TO GET ATTENTION;

(b) HOLD ARM UP WITH PALM FACING
VEHICLE UNTIL VEHICLE STOPS.

(2) STARTING TRAFFIC

(a) POINT AT DRIVER TO GET ATTENTION;

(b) SWING FOREARM IN ARC TOWARD
DIRECTION OF TRAVEL.

(3) TURN SIGNALS

(a) POINT AT DRIVER TO GET ATTENTION;

(b) POINT WITH EXTENDED ARM IN THE
DIRECTION OF THE TURN.

2. USE OF THE WHISTLE
 - a. USE THE WHISTLE TO GET ATTENTION
 - (1) THE WHISTLE SHOULD BE USED EFFECTIVELY;
 - (2) THE WHISTLE SHOULD BE BLOWN LOUD ENOUGH TO BE HEARD OVER TRAFFIC.
 - b. SIGNALS
 - (1) ONE LONG BLAST "STOP";
 - (2) TWO SHORT BLASTS "GO";
 - (3) SEVERAL SHORT BLASTS ARE USED TO ATTRACT ATTENTION;
 - (a) A MOTORIST WHO COMMITTED A VIOLATION BUT DROVE PAST THE OFFICER;
 - (b) A MOTORIST ATTEMPTING TO PARK ILLEGALLY.
 - (c) A MOTORIST OR PEDESTRIAN NOT RESPONDING TO A SIGNAL.
3. TRAFFIC SIGNALS WITH ILLUMINATED BATON OR FLASHLIGHT.

- a. ILLUMINATED BATON OR FLASHLIGHT ARE USED MAINLY AT NIGHT;
- b. ALL MOVES SHOULD BE EXAGGERATED SO THEY CAN BE SEEN;

NOTE: PROPER POSITIONS ARE DESCRIBED IN DETAIL IN THE STUDENT MANUAL. SEE APPENDIX D, PAGE 8-15

- c. GIVING BATON SIGNALS WITH BATON OR FLASHLIGHT.

(1) STOPPING TRAFFIC

- (a) TO STOP A VEHICLE, THE OFFICER HOLDS THE BATON IN A VERTICAL POSITION IN FRONT OF HIM;
- (b) OFFICER SWINGS BATON IN AN ARC BACK AND FORTH IN FRONT OF BODY.

(2) STARTING TRAFFIC

- (a) GET DRIVER'S ATTENTION;
- (b) WITH FOREARMS, SWING BATON IN AN ARC TOWARD DIRECTION OF

TRAVEL.

(3) TURN SIGNALS

(a) GET ATTENTION OF THE DRIVER.

(b) USING AN EXTENDED ARM POINT

THE BATON IN THE DIRECTION OF

THE TURN.

d. USING FLASHLIGHT

(1) THE OFFICER SHOULD NOT STAND

DIRECTLY IN FRONT OF THE APPROACHING

CAR;

(2) TO GET ATTENTION, THE OFFICER SHOULD

HOLD FLASHLIGHT AT ARMS LENGTH AND

SWING FLASH LIGHT ACROSS THE PATH OF

THE APPROACHING CAR AIMING BEAM ON

ROADWAY.

E. SUMMARY

5 MINUTES

1. CONTROLLING TRAFFIC

2. PROCEDURES AT MOTOR VEHICLE ACCIDENT

LESSON OUTLINE

INSTRUCTOR NOTES

3. MANUAL TRAFFIC DIRECTION
4. TELL CLASS OF NEXT LESSON: FINAL EXAM
5. DISMISS CLASS
6. RESTORE CLASSROOM
7. RETURN ANY EQUIPMENT AND MATERIALS USED

NEW JERSEY DIVISION OF FIRE SAFETY

FIRE POLICE BASIC TRAINING COURSE

INSTRUCTOR LESSON PLAN

MODULE 13 - OUTDOOR PRACTICAL SESSION

SUBJECT:

1. INTRODUCTION
2. SCENE 1: TWO (2) VEHICLE ACCIDENT
3. SCENE 2: FIRE APPARATUS IN STAGING AND IN OPERATION
4. SCENE 3: PEDESTRIAN-MOTOR VEHICLE ACCIDENT
5. SCENE 4: VEHICLE INTO POLE
6. SUMMARY

LESSON OBJECTIVES:

THE STUDENT SHALL:

1. WHEN GIVEN A SCENARIO, DEMONSTRATE THE PROPER PROCEDURES TO BRING THE SCENARIO UNDER CONTROL.
2. DEMONSTRATE THE SAFETY PRECAUTIONS TO BE TAKEN AT VARIOUS EMERGENCY SITUATIONS.
3. DEMONSTRATE THE PROPER POSITIONING OF FLARE AT AN EMERGENCY SCENE.

EQUIPMENT NEEDED:

- VARIOUS MAKES OF LATE MODEL AUTOMOBILES
- AT LEAST TWO (2) PUMPERS OR AERIAL APPARATUS
- VARIOUS PARTICIPANTS ACTING AS "PEDESTRIANS" AND "DRIVERS"
- COURSE LESSON PLAN
- ONE OR TWO BOXES OF ROAD FLARES

PREPARATION:

- HAVE ROSTER AVAILABLE FOR STUDENTS TO SIGN.
- SET UP VEHICLES AT THE DIFFERENT SCENARIOS
 - SCENE 1: TWO (2) LATE MODEL AUTOMOBILES
 - SCENE 2: FIRE APPARATUS
 - SCENE 3: SEVERAL LATE MODEL AUTOMOBILES AND SEVERAL "PEDESTRIANS"
 - SCENE 4: SEVERAL LATE MODEL AUTOS AND ROAD FLARES

LEVEL OF LEARNING: BASIC

LESSON FLOW:

A.	INTRODUCTION	10 MINUTES
B.	SCENE 1: 2 VEHICLE ACCIDENT	35 MINUTES
C.	SCENE 2: FIRE APPARATUS IN STAGING AND IN OPERATION	35 MINUTES
D.	SCENE 3: PEDESTRIAN-MOTOR VEHICLE ACCIDENT	35 MINUTES
E.	SCENE 4: VEHICLE INTO POLE	35 MINUTES
F.	SUMMARY	10 MINUTES
	TOTAL	180 MINUTES

ADMINISTRATIVE TASKS

- PASS OUT STUDENT HANDOUTS
- HAVE STUDENTS SIGN CLASS ROSTER
- INDICATE EXITS
- INTRODUCE SELF TO CLASS

INSTRUCTOR NOTE: HAVE EMERGENCY MEDICAL PERSONNEL STANDING BY DURING THE TRAINING SESSION

INSTRUCTOR NOTE: REVIEW LESSON PLAN APPENDIX A AND B PRIOR TO START OF LESSON

A. INTRODUCTION 5 MINUTES

THIS SESSION IS THE MOST IMPORTANT ASPECT OF THE TRAINING FOR FIRE POLICE OFFICERS. WHILE IT HAS CERTAINLY BEEN NECESSARY FOR STUDENTS TO LEARN THE LAWS AND HOW THEY PERTAIN TO FIRE POLICE OFFICERS, THIS MODULE CAN GIVE THE STUDENT EXPERIENCE AND EXPOSURE WHICH CAN OTHERWISE ONLY BE OBTAINED ON A REAL CALL.

INSTRUCTOR NOTE

FOR THE INSTRUCTORS, THE OUTSIDE PRACTICAL SESSION CAN REVEAL THOSE STUDENTS WHO ABSOLUTELY SHOULD NOT EVER BE OUT IN TRAFFIC, AS WELL AS INDICATE WHICH STUDENTS MAY BENEFIT FROM ONE-ON-ONE INSTRUCTION.

THE OUTSIDE PRACTICAL SESSION ENABLES THE INSTRUCTOR TO CONFIRM THAT THOSE STUDENTS WHO GRADUATE FROM THIS COURSE ARE INDEED CAPABLE OF DOING THE JOB FOR THEIR FIRE CHIEF.

INSTRUCTOR NOTE: AT LEAST TWO (2) ROAMING INSTRUCTORS SHOULD BE AT THE TRAINING SESSION AT ALL TIMES. THESE INSTRUCTORS WILL:

- ASSIST WITH ANY PROBLEMS THAT MAY ARISE AT THE VARIOUS STATIONS.
- RELAY MESSAGES BETWEEN OTHERS INSTRUCTORS AT THE VARIOUS STATIONS.
- NOTIFY THE INSTRUCTORS AT THE STATIONS WHEN THE STATION ROTATIONS WILL BEGIN

INSTRUCTOR NOTE: EACH SCENE WILL HAVE A LEAD INSTRUCTOR AND AT LEAST ONE ASSISTANT INSTRUCTOR. THE ASSISTANT INSTRUCTOR WILL AID THE INSTRUCTOR IN SETTING UP THE SCENE AND OBSERVING THE STUDENTS AS THEY PARTICIPATE. HE WILL ALSO EVALUATE THE STUDENTS, PAYING ATTENTION TO ANY POSSIBLE PROBLEM AREAS.

INSTRUCTOR NOTE: THERE SHOULD BE BETWEEN 6 OR 8 "CITIZEN DRIVERS" THAT WILL CIRCUIT THE ENTIRE COURSE ON A CONTINUOUS BASIS AND ALWAYS IN A SAFE MANNER.

USE CAUTION IN SELECTING THESE DRIVERS.

FUNCTIONS OF DRIVERS:

- TO PROVIDE A LIVE DEMONSTRATION OF AN ACTUAL SCENE
- THE DRIVERS MAY CHOOSE ONE OF THE ITEMS LISTED BELOW.
 - IGNORE DIRECTIONS
 - BECOME MILDLY ARGUMENTATIVE
 - CLAIM TO BE A RELATIVE OF THE VICTIM
 - CLAIM TO BE AN EMT AND TRY TO HELP VICTIM
 - ATTEMPT TO STEAL EQUIPMENT FROM THE APPARATUS, ETC.

AT NOT TIME SHOULD THE DRIVER "DEMONSTRATE" FOR MORE THAN ONE MINUTE AT EACH SCENE

INSTRUCTOR NOTE: DIVIDE CLASS EQUALLY INTO FOUR GROUPS, NOT TO EXCEED 10 STUDENTS PER GROUP.

[IF CLASS SIZE EXCEEDS FORTY (40) STUDENTS ADD AN ADDITIONAL SCENE]

EACH GROUP WILL SELECT A "CAPTAIN" FOR THE GROUP. THE GROUPS WILL BE SENT TO ONE OF THE FOUR SCENES.

WITH GUIDANCE FROM THE INSTRUCTOR THE "CAPTAIN" WILL PLACE HIS PERSONNEL AND EQUIPMENT (FLARES, ETC.)

THE LEAD INSTRUCTOR MAY SUBDIVIDE OR CHANGE THE GROUPS AND CAPTAIN AS HE DEEMS NECESSARY.

LESSON OUTLINE

INSTRUCTOR NOTES

B. SCENE 1: 2 VEHICLE ACCIDENT 10 MINUTES

INSTRUCTOR NOTE: REFER TO APPENDIX C

C. SCENE 2: FIRE APPARATUS IN STAGING AND IN
OPERATION 10 MINUTES

INSTRUCTOR NOTE: REFER TO APPENDIX C

D. SCENE 3: PEDESTRIAN-MOTOR VEHICLE ACCIDENT
10 MINUTES

INSTRUCTOR NOTE: REFER TO APPENDIX C

E. SCENE 4: VEHICLE INTO POLE 10 MINUTES

INSTRUCTOR NOTE: REFER TO APPENDIX C

F. SUMMARY 10 MINUTES

1. REVIEW THE FOLLOWING:
 - a. SCENE 1: 2 VEHICLE ACCIDENT
 - b. SCENE 2: FIRE APPARATUS IN STAGING
AND IN OPERATION
 - c. SCENE 3: PEDESTRIAN-MOTOR VEHICLE
ACCIDENT
 - d. SCENE 4: VEHICLE INTO POLE
2. THANK STUDENT FOR THEIR PARTICIPATION
3. HANDOUT CERTIFICATES (OPTIONAL)

4. DISMISS CLASS
5. RESTORE CLASSROOM
6. RETURN ANY EQUIPMENT AND MATERIALS USED

LESSON PLAN APPENDIX

APPENDIX A - FLARES

APPENDIX B - CONTROLLING VEHICLE MOVEMENT

APPENDIX C - LEAD INSTRUCTOR GUIDELINES FOR SCENARIOS

APPENDIX A - FLARES

PURPOSE: to control vehicle traffic at accident scenes, fire scenes, roadblocks, floods, traffic light failures, and other emergencies.

HAZARDS:

- Burns to the eyes, face, hands, and feet.
- Burns to clothing.
- Grass or forest fire.
- Explosion from ignition of flammable fumes.

PRECAUTIONS:

1. CHECK for scene safety before lighting the flare. You should be aware of leaking flammables, such as gasoline.
2. CHECK wind conditions. Fumes from flammables can travel. Your lighting of a flare could cause an explosion.
3. To light the fuse, hold it at arms length and point it away from you and down. Turn your head and eyes away from the flare. Strike the cover downward and away from you.
4. Flare material melts and drips. Keep the flare away from your body, at arms length. Never hold the flare higher than shoulder height. If you must walk or run while holding the flare, hold it to the side, never in front.
5. Stand upwind from burning flares. Flares give off toxic fumes which are harmful if breathed.
6. Flares are hot several inches from the burning point. Grab the flare from the bottom. Don't step on flares; they may burn through the sole of your shoe and cause severe injury.
7. To put out a flare, tap the burning end against the pavement to remove the loose material, then snuff out the flame.
8. When placing flares at an accident scene, always walk toward the oncoming traffic. Never turn your back to oncoming traffic.
9. Flares should not be placed on raised highway markers or painted plastic lane line stripes. These items can create a fire hazard of their own.
10. FLARES SHOULD NEVER BE USED IN PLACE OF A FLASHLIGHT TO DIRECT TRAFFIC.

APPENDIX B - CONTROLLING VEHICLE MOVEMENT

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APPENDIX B - CONTROLLING VEHICLE MOVEMENT

CONTROLLING VEHICLE MOVEMENT

GENERAL INSTRUCTIONS FOR ALL LEAD INSTRUCTORS

TRAFFIC CONTROL NEEDED AT SCENE OF ACCIDENT OR OTHER EMERGENCY:

Most accidents and fires create traffic difficulties.

Two-lane roads become blocked with wreckage which closes off at least one, if not both, lanes.

Accidents on four-lane roads may require you to merge several lanes into one lane.

Intersection accidents are a different type of nightmare for the Fire Police Officer, and may require closing roadways several blocks or miles from the accident or incident.

Positioning the flare:

On a four-lane roadway, if the accident is blocking one lane, you must lead the traffic into the unblocked lane.

Flares can be positioned quickly and effectively using the diagrams below.

Things to be considered when placing flares include:

1. Posted speed limit on the roadway.
2. Stopping distance required for the posted speed.
3. Traffic volume.
4. Road surface conditions.
5. Weather.
6. Road character (straight, curved, hilly, etc.)

The farthest flare should be positioned at a distance from the edge of the danger zone equal to the stopping distance for the posted speed plus the distance in feet equal to the posted speed.

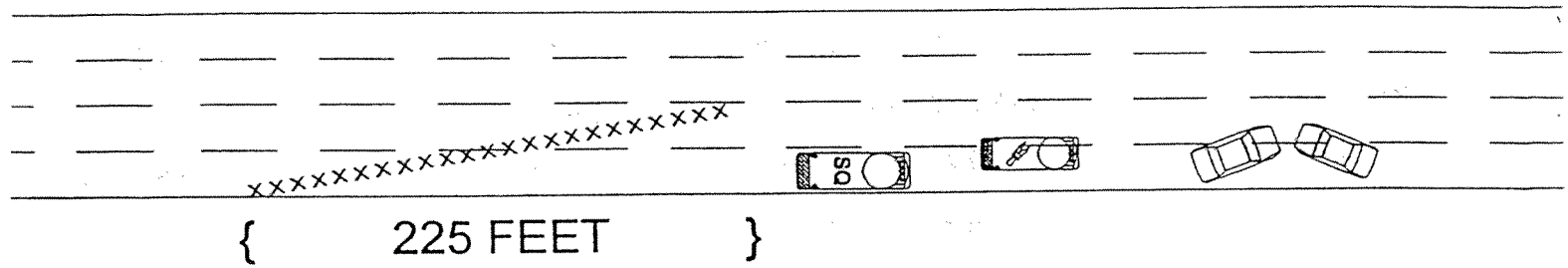
This will enable the approaching motorist to stop his vehicle before he reaches the danger zone.

Please note that the total distance begins at the edge of the danger zone around the accident. Certain conditions may cause this area to be larger, including rescue efforts, fire apparatus, police cars parked, ambulances, fire or the threat of fire, and hazardous materials.

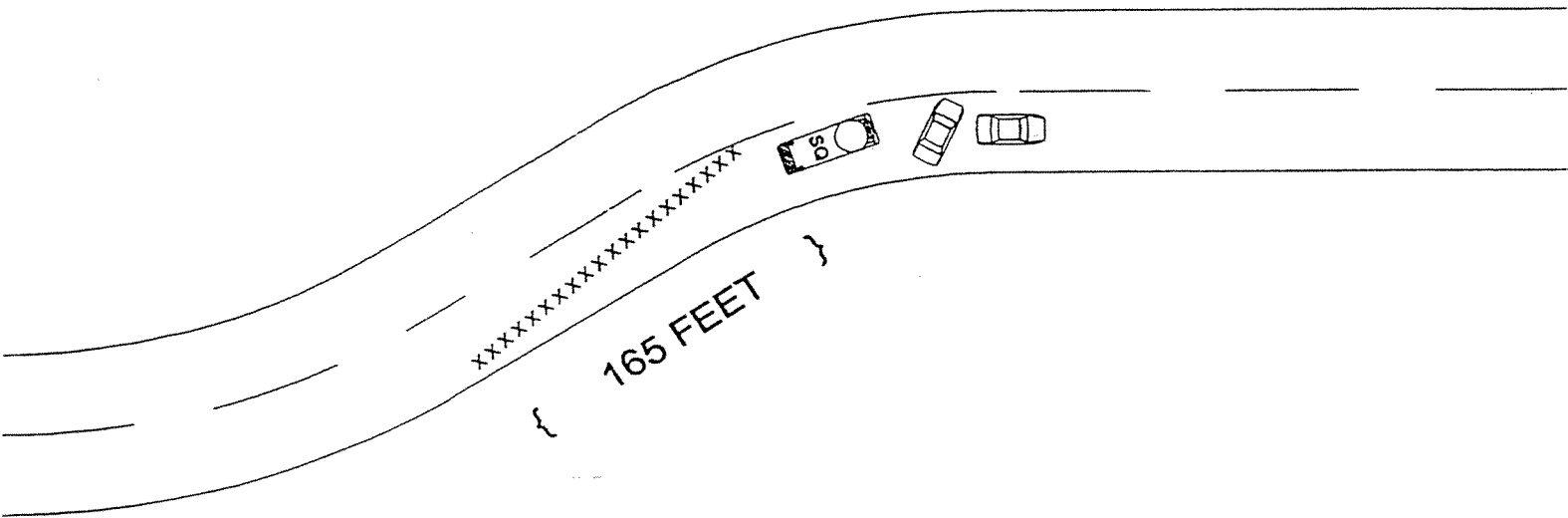
Posted speed (mph)	Stopping distance	+ Posted Speed	= Distance for farthest warning device
20 mph	50 ft	+ 20	= 70 feet
30 mph	75 ft	+ 30	= 105 feet
40 mph	125 ft	+ 40	= 165 feet
50 mph	175 ft	+ 50	= 225 feet
60 mph	275 ft	+ 60	= 335 feet

An accident on a curved portion of roadway uses the curve as the edge of the danger zone. Set flares out as you would on a straight road. This shows how flares should be set out ahead of a curve:

SPEED LIMIT 50 MPH



SPEED LIMIT 40 MPH



The beginning of the curve is considered to be the edge of the danger zone.

Be sure to look for spilled fuel, dry vegetation, and other combustible materials before you light and position any flares.

Be especially cautious using flares along the shoulder of the roadway or along the medial strip.

Take a handful of flares and walk toward the oncoming traffic.

Light flares and position them about 10 feet apart, in such a way that they will channel vehicles into the unblocked lane before they reach the danger zone.

If the accident is on a two-lane road, flares must be positioned in both directions.

If the road is used by many heavy trucks, you must extend the flares beyond the distances recommended in the chart, since the stopping distance for trucks is much greater than the stopping distance for cars.

SPECTATORS:

People love to know, first-hand, what is going on. If allowed, they will get close enough to the fire or accident to interfere with the rescue efforts, fire suppression, and emergency care efforts. Particularly at fire scenes, crowd control can require the use of more Fire Police Officers than traffic control.

Barricade tape can be used to keep most of the crowd away from the danger zone. If necessary, call or radio for a Police Unit to assist. Never grab, punch, drag, hit, or otherwise touch a spectator who insists on entering the danger zone.

APPENDIX C - LEAD INSTRUCTOR GUIDELINES FOR SCENARIOS

LEAD INSTRUCTOR GUIDELINE

SCENE #1. TWO-VEHICLE MOTOR VEHICLE ACCIDENT WITH ONE TRAFFIC LANE OPEN:

SCENE #2. PEDESTRIAN-MOTOR VEHICLE ACCIDENT WITH ONE TRAFFIC LANE OPEN:

SCENE #3. FIRE APPARATUS IN OPERATION WITH ONE TRAFFIC LANE OPEN:

Channel traffic past the accident scene over uninvolved lanes.

Vehicle movement is controlled with warning devices such as flares, barricades and flashing lights, and by personnel utilizing hand and audible signals.

PLACING WARNING DEVICES:

Placed to warn approaching traffic to a hazard or an adverse road condition.

Drivers seldom slow their vehicles or move into a safer lane until they reach the spot where the first of the warning devices is located.

Place the warning devices so oncoming motorists will be able to see them and react properly WITH A MARGIN OF SAFETY.

POSITIONING TRAFFIC WARNING DEVICES ALONG A STRAIGHT SECTION OF ROAD:

- Set out the farthest device FIRST, so lane control begins as far from the accident zone as possible.

- Place the farthest device at a distance from the accident zone equal to the stopping distance for the road's posted speed plus a distance in feet equal to the road's posted speed limit.

LEAD INSTRUCTOR GUIDELINE

Scene 4 page 2

Especially during wet weather operations
you may experience a phenomenon
known as ground gradient.

STOP your approach to the accident
zone IMMEDIATELY if you feel a tingling
sensation in your legs and lower torso.

-current is entering one foot,
passing through the lower part of your body,
and exiting through your other foot.

- Turn 180 degrees.
- Either: bend one leg at the knee;
grasp the foot of that leg with one hand.
Hop to a safe place on one foot.

- Or: Shuffle away from the danger area
while keeping your feet close together

Being able to
recognize ground
gradient and knowing
what actions to take
will save your life

This sensation
signals that you are
on energized ground;

IF YOU CONTINUE ON,
YOU MAY BE
ELECTROCUTED!

Either technique
minimizes the chance
your body will
complete a circuit
with energized
ground

