



Fire Response Procedures

Aim

The aim of these procedures is to establish guidelines for Zoo workers to follow in the event of a fire emergency and the subsequent actions to prevent such an incident.

Objective

The objective is to resolve the emergency and to do so without risk to workers, visitors, animals and/or property.

Definition of Fire Emergency

Fires can occur through accident, negligence, recklessness or deliberate act. The first few minutes after a fire starts are vital to gain control of it.

Natural disasters such as grass and bush fire pose significant threat to the organisation.

It should be noted that the use of TWPZ equipment and workers are limited primarily to a first response pending the arrival of the appropriate Fire Authorities (i.e. Fire Rescue NSW or NSW Rural Fire Service) who will assume control and co-ordinate fire suppression and hazard reduction activities.

Introduction

In the event of a fire emergency, the actions of workers must be directed towards dealing with the incident as quickly as possible without exposing workers or visitors to risk.

If the fire is considered significant and poses threat to human safety, it may become necessary to evacuate the site.

In any event, the immediate actions by on-scene workers should be to notify Base and keep members of the public well away pending the arrival of the Emergency Coordinator and fire response team who are responsible for coordinating the emergency response. In the event Base is not operating call 000.

The Manager, Facilities and Asset Operations or delegate is the designated Emergency Coordinator for fire emergencies. In the absence of this person the most 'Senior' Works and Trades worker will assume the role of Emergency Coordinator. On weekends and public holidays the most 'Senior' Life Science worker will assume the role of Emergency Coordinator.

In determining the appropriate actions to be taken on discovering a fire, the following points must be considered:

- The first few minutes after a fire starts are vital in controlling it. If there is a small fire that can easily be controlled, isolate the area and evacuate the facility whilst a capable worker/s begins extinguishing the fire. If the fire progresses the worker/s

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must evacuate immediately;

- It is better for the Fire Brigade to arrive at a small fire under control than to arrive at a large fire out of control;
- A worker should be allocated to meet the Fire Brigade that can escort them right to the fire without delay;
- Once a flame reaches 1 metre high, any delay in evacuating the affected area could cost lives;
- Smoke and gases are dangerous even when flames and heat are some distance away.

Personal safety is most important. Workers are to initiate first response, only if safe to do so, using the first response equipment available e.g Fire Extinguisher or Fire hose.

Discrete Codes

A Fire emergency code will be confirmed by the Emergency Coordinator or delegate at the time of emergency or as soon as practical.

Code Red	Fire / *Smoke – confirmation of smoke on zoo grounds
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* Should a worker smell smoke, they should contact Base who will liaise with the ECO.

Immediate action by worker(s) identifying emergency situation - during normal operating hours (8:00am – 5:00pm)

1. Ensure own safety in the first instance, then by using the two-way radio inform Base of the nature of the emergency and any steps so far taken;

When contacting Base worker should state clearly:

- **Urgent Urgent Urgent ...**
 - Identity and location
 - Nature of emergency (ideally, what is the fuel source, what is under threat person/animal etc.)
 - Any injuries/nature of assistance required
2. If safe to do so, activate immediate response with fire response equipment and take action to protect self and others from danger. AND
 3. wait for further instruction and/or arrival of the Emergency Coordinator or delegate.

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Upon arrival of the Emergency Coordinator

The Emergency Coordinator will assume responsibility for the emergency and confirm the emergency Code in consultation with the lead fire response worker. The expertise of the appropriate first response workers will be sought in this type of emergency. No member of the fire team shall attend at or near the scene of the emergency without the appropriate PPE.

Public Address Announcements

Where appropriate the Emergency Coordinator will make a recommendation to the Chief Warden that an evacuation announcement is made via the Savannah Visitor Plaza and portable PA Systems asking the public to leave the Zoo or proceed to assembly points.

Involvement of Workers in Response

Only Taronga Fire Team workers are permitted to respond in emergency situations unless expressly authorised by the Emergency Coordinator. Any worker who attempts to extinguish a fire outside of their capability or training without authorisation risks injury to themselves, other workers and visitors.

Immediate action by worker(s) identifying emergency situation - no Base in operation outside normal operating hours (before 8:00am – after 5:00pm)

Note: Separate procedures exist for Night Emergencies during extended hours trading periods.

All workers working in the grounds at night must carry a two way radio.

In the event a worker discovers a fire they should immediately contact 000 and Security as per the Emergency contact list. Assist in directing the public to safety. The most 'Senior' worker at the scene is to take control of the immediate situation until the arrival of the Emergency Coordinator and/or Emergency Services.

Upon arrival of the Emergency Coordinator and/or Emergency Services they will assume responsibility for the emergency. It is pertinent to follow their instructions.

Transport

Internal roads are to be kept free of vehicles not involved in the emergency.

Termination of the Emergency

The decision to terminate the emergency will be made by the Emergency Coordinator in consultation with the lead fire response worker and/or Emergency Services. The Chief Warden will declare the emergency over once consultation has taken place and make decisions in relation to further monitoring and allocating of resources appropriately.