Version 1.0 / October 2007

TRAFFIC INCIDENT OPERATING GUIDELINES

ENDORSED BY:

- *I-76 / I-476 Crossroads Incident Management Task Force*
- *US 422 Corridor Coalition*
- *PA 309 Corridor Coalition*
- *Pennsylvania State Police*
- *Montgomery County Department of Public Safety*
- *Pennsylvania Department of Transportation*
- *Montgomery County Fire Chief's Association*
- *Montgomery County Police Chief's Association*
- *Montgomery County Ambulance Association*
- *Montgomery County EMS Advisory Council*

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1.0 INTRODUCTION

The purpose of this document is to provide incident responders in the Philadelphia, Pennsylvania region with uniform operational guidelines for safe operations at the scene of a highway incident. These operational guidelines are the result of the solicitation of input from all stakeholders that may operate at one of these incidents. It is intended that this document serve as a guideline for decision-making and can be modified by the incident responders as necessary to address existing conditions.

Managing a highway incident and any related problem is a TEAM effort. Incidents range from minor to major with many agencies involved. Each responding agency has an important role to play in the management of an effective incident operation. It is not a question of "who is in charge" but "who is in charge of what". Each agency present has a part to play with the goals of: responder safety; safe, quick clearance; and, to restore the highway to its pre-incident condition.

1.1 Incident Definition

An incident is defined as any non-recurring event that causes a reduction of roadway capacity such as traffic crashes, brush fires, or vehicle fires. Improving the overall incident management process will improve the safety of responding agency personnel, reduce the chance of a secondary traffic accident and minimize the amount of apparatus and number of personnel responding onto the highway.

1.2 National Incident Management System

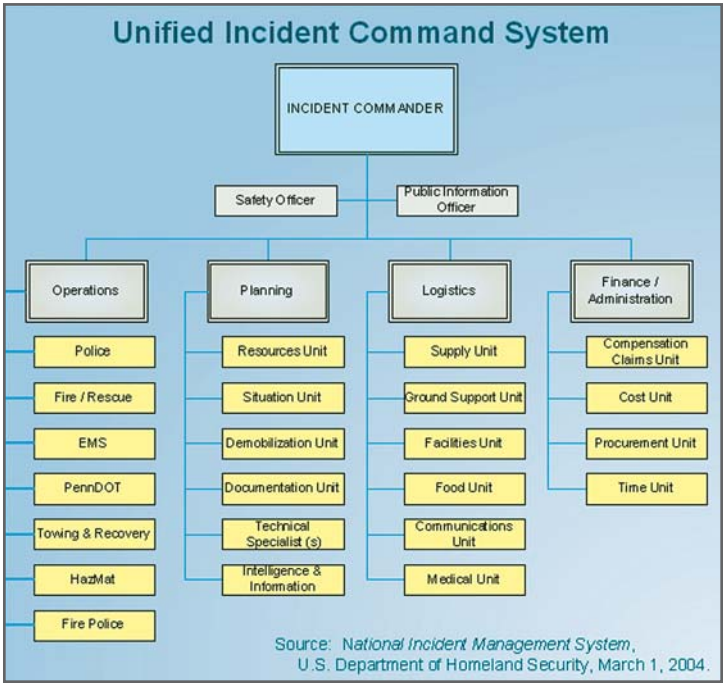
***SPECIAL NOTE*:** *The Pennsylvania State Police (PSP) have jurisdiction over all incidents that occur on the highways referred to within this document, with the exception of those portions of the highways that traverse Lower Pottsgrove Township, West Pottsgrove Township and North Coventry Township. In these portions of the highway, the local police departments have jurisdiction. In those areas in which PSP has primary jurisdiction the senior responding trooper on the scene is the incident commander (IC); in those areas in which a municipal police officer has primary jurisdiction, the senior responding officer on the scene is the incident commander. As an incident evolves and additional senior ranking personnel arrive on scene, the transitioning of the role of incident commander should be accomplished in a seamless manner.*

In conformance with the National Incident Management System (NIMS), each branch will be identified as follows: Fire branch (FB) consisting of Fire Suppression, Extrication/Rescue and Hazard-Material groups; Emergency Medical Services branch (EMS); Police Branch (PB), consisting of PSP and municipal police; and Pennsylvania Department of Transportation (PennDOT). These designations will be used throughout this document to define responsibilities of each discipline.

Communications shall be coordinated between Montgomery County Department of Public Safety-

Dispatch (MCDPSD) and the Pennsylvania State Police Consolidated Dispatch Center (CDC).

Agencies responding to incidents in the response area covered by this document will utilize the National Incident Management System in a Unified Incident Command. The first arriving emergency responder will establish command, identify a command post location, and don a reflective vest for identification. All other responding agencies will send a representative to the command post. The agencies will cooperate and work together for the safe and efficient mitigation of the emergency. Fire, EMS, police and DOT representatives will be expected to make decisions based on their experience and expertise in their



respective fields to contribute to the successful conclusion of the incident. Any decisions made will be communicated to other agency representatives to ensure coordination of efforts. The Pennsylvania State Police or the senior police official on scene will make the final determination with respect to any disputes that may arise.

2.0 ROLES AND RESPONSIBILITIES

The following outlines the primary roles and responsibilities of the various agencies that respond to highway incidents.

The roles and responsibilities described below are not intended to be recommendations, but merely illustrate how these agencies and emergency services providers are typically involved in the incident management process. It is understood that roles and responsibilities of those involved with incident management activities will vary. In conjunction with this section, Appendix B illustrates the typical sequencing of response measures taken by responders as they arrive to an incident scene.

2.1 Police Branch

The Pennsylvania State Police has jurisdiction over all incidents that occur on the highways referred to within

this document, with the exception of those portions of the highways that traverse Lower Pottsgrove Township, West Pottsgrove Township and North Coventry Township.

Typical highway incident management responsibilities include:

- *Serves as Incident Commander*
- *Secures incident scene*
- *Protect the incident scene*
- *Performs first responder duties*
- *Assists responders in accessing the incident scene*
- *Establishes emergency access routes*
- *Controls arrival and departure of incident responders*
- *Polices perimeter of incident scene and impact area*
- *Conducts crash investigation*
- *Performs traffic control*

2.2 Fire and Rescue Branch

Fire and rescue services are provided by local fire departments, surrounding fire departments and HazMat Agencies.

Typical highway incident management responsibilities include:

- *Protects the incident scene*
- *Rescues / extricates victims*
- *Extinguishes Fires*

- *Responds to and assesses incidents involving a hazardous materials release*
- *Contains or mitigates a hazardous materials release*
- *Assumes role of Incident Commander, if appropriate*
- *Supports unified command, as necessary*

2.3 Emergency Medical Services

Their primary responsibilities of EMS are the triage, treatment and transport of crash victims.

Typical highway incident management responsibilities include:

- *Provides medical treatment to those injured at the incident scene*
- *Determine destination and transportation re quirements for injured victims*
- *Coordinate evacuation with fire, police and ambulance or airlift*
- *Transports victims for additional medical treatment*
- *Supports unified command, as necessary*

2.4 Pennsylvania Department of Transportation

The Pennsylvania Department of Transportation is responsible for running the Traffic Management Center (TMC), Expressway Service Patrol (ESP) program and District/County Maintenance Units.

Their typical incident management responsibilities include:

- *Monitors Traffic Operations*
- *Performs incident detection and verification (TMC/service patrol)*
- *Protects incident scene*
- *May perform first responder duties (service patrol)*
- *Clears minor incident (service patrol)*
- *Implements traffic control strategies and provides supporting resources*
- *Disseminates motorist information*
- *Assesses and directs incident clearance activities*
- *Mitigates incident vehicle fluid spills confined to the roadway (PennDOT's involvement may be limited as PennDOT maintenance personnel are not trained in containment and cleanup of hazardous materials spills and may not have all safety equipment and materials necessary for this work.)*
- *Develops and operates alternate routes*
- *Assesses and performs emergency roadwork and infrastructure repair*
- *Supports unified command, as necessary*

2.5 Towing and Recovery

Towing and recovery services are responsible for the safe and efficient removal of wrecked or disabled vehicles, and debris from the incident scene. Appendix C includes the Towing & Recovery

Association of America (TRAA) Vehicle Identification Guide to assist in providing information needed to correctly dispatch towing and recovery units.

Their typical responsibilities include:

- *Recovers vehicles and cargos*
- *Remove disabled or wrecked vehicles and debris from incident scene debris from roadway*
- *Mitigates non-hazardous material (cargo) spills*
- *Mitigates incident vehicle fluid spills confined to the roadway (Involvement may be limited as are not trained in containment and cleanup of hazardous materials spills and may not have all safety equipment and materials necessary for this work.)*
- *Supports unified command, as necessary*

3.0 RECOMMENDED EQUIPMENT

Agencies responsible for responding to incidents on limited access highways should consider the following safety related equipment for their vehicles as appropriate:

3.1

A sufficient number of high visibility ANSI Safety Vests for responding personnel;

3.2

A minimum of five (5) DOT approved reflective traffic cones (10 cones are preferable);

3.3

A minimum of one (1) case of traffic flares;

3.4

A lighted arrow stick or sign board, mounted as high as possible on the vehicle, for maximum visibility;

3.5

Addition of DOT approved reflective striping to the rear and sides of the vehicle;

3.6

Minimum compliment of Basic First Aid equipment will be part of the vehicle inventory.

4.0 INCIDENT RESPONSE

4.1

A minimum crew of four firefighters is recommended for fire apparatus responding to incidents on the highway.

4.2

Responding members shall be properly seated in the vehicle and secured with supplied seatbelts.

4.3

Only official emergency vehicles as defined under the Vehicle Code should respond on the highway. Use of personal vehicles should be discouraged unless specifically requested by the IC.

4.4

Fire companies will be assigned responsibility for a specific area of the highway, and will be directed to enter the highway via a designated ramp. Absent extenuating circumstances, or specific orders to the contrary, companies will utilize their assigned entry ramp whenever responding to incidents on the highway.

4.5

Responding vehicles will transmit their response via radio on the designated radio channel.

4.6

All vehicles will communicate via radio when entering the highway or arriving at the staging point.

4.7

As a general rule, vehicles should utilize normal entrances and exits to reverse their direction of travel. Use of the median or paved U-Turns should be reserved for life threatening emergencies and extenuating circumstances. Additional arriving equipment and apparatus should stage at a

predetermined location off of the highway to await further instruction from command personnel. This protocol shall be utilized in situations involving construction zones on limited access highways.

4.8

At times, it is necessary for emergency vehicles to travel against the normal traffic flow to access an incident scene. NO apparatus or vehicles will employ this maneuver unless and until they receive specific approval from the incident commander or his designee. All responders must ensure that no traffic is flowing on the roadway to be utilized and shall communicate their intentions to the senior police official on the scene prior to authorizing the emergency vehicle to enter the roadway in the opposite direction. Once approval is received, the emergency vehicle shall proceed with extreme caution, utilizing the shoulder portion of the roadway if possible.

4.9

Communicate with the PennDOT Traffic Management Center to assist in detection and verification of incident location. The Police branch should report any lane or road closure to TMC and advise TMC when lane or road has been re-opened.

5.0 ARRIVING ON SCENE

5.1

Operators of emergency response vehicles shall position their vehicles in a manner that best protects the incident scene, the patients and the work area.

5.2

First responder on location shall advise their respective dispatch center of the exact location (mile marker, waterway, or landmark) of the incident. This information should be relayed to other dispatch centers of responding units.

5.3

Consideration should be given to traffic flow and to providing an avenue for additional resources to access the scene.

5.4

Upon arrival apparatus operators shall cancel any warning lights, which impair the vision of approaching traffic (i.e. headlights, spotlights, clear warning lights).

5.5

When possible, responders should exit their vehicle on the side opposite the traffic flow. Personnel should always check for approaching traffic before exiting.

5.6

A sufficient safety zone should be employed around the apparatus to allow crew members to remove necessary equipment from the vehicle without being exposed to passing traffic.

6.0 TRAFFIC CONTROL

6.1

For complex or long term incidents the Incident Commander shall provide for traffic control measures as a part of the Incident Action Plan. This may include the use of the MCDPS trailer with traffic control resources and other resources from PennDOT, municipal, county public works departments.

6.2

If the above agencies are not present, it is the responsibility of initial responders to establish measures to safely guide traffic around an incident scene or, if necessary, to stop the flow of traffic.

6.3

he closing of additional lanes not affected by the accident, to include on and off ramps, shall require the approval of the Pennsylvania State Police or the municipal Police Department.

6.4

Personnel should face traffic at all times when placing and retrieving traffic control devices.

6.5

Traffic cones, flares, signs and/or emergency vehicles are commonly used for traffic control.

6.6

Traffic should never be allowed to pass an incident scene on both sides of emergency workers. The traffic should be diverted to the left or the right of the scene.

6.7

For incidents which occur during light traffic conditions, when vehicles are approaching the scene at a higher rate of speed, at least one "buffer lane" should be provided between operating personnel and passing traffic.

6.8

The FB should consider, in coordination with the IC, designating a full size fire apparatus to act as a blocker vehicle, thereby providing a physical barrier between emergency workers and passing traffic. This is especially important during times of low traffic volume, when vehicles are traveling at higher speeds. A cone taper of a sufficient distance to adequately warn approaching traffic should be deployed upstream of the blocking apparatus.

6.9

The IC is responsible for appointing a safety officer. The safety officer is responsible for ensuring the safety of all personnel operating on the scene and should assume primary responsibility for ensuring that proper traffic controls have been established.

6.10

Consider the availability or use of the Pennsylvania Department of Transportation Emergency Service Patrols for traffic control and vehicle removal to safer location during their operational hours.

6.11

For extended operations, (expected duration of more than 2 hours), a temporary traffic control plan shall be implemented by the Police and PennDOT Maintenance. The primary functions of temporary traffic control at a traffic incident management area are to move road users reasonably safely and expeditiously past or around the traffic incident, to reduce the likelihood of secondary traffic crashes, and to preclude unnecessary use of the surrounding local road system.

6.12

For complex or long term incidents the Montgomery County Department of Public Safety (MCDPS) maintains a trailer with traffic control resources. Other resources from PennDOT and municipal and county public works departments should also be considered.

7.0

OPERATING ON SCENE

Special Note: *If recalled by Pennsylvania State Police or the municipal Police Department while enroute to any highway assignment, ALL fire companies and EMS shall go available and return.*

7.1 Lane Identification

7.1.1

For purposes of uniformity, the following will standardize travel lane identification.

Three lanes in each direction:

Left Lane, Center Lane, Right Lane.

Four lanes in each direction:

Left Lane, Left Center Lane, Right Center Lane, Right Lane.

Five lanes in each direction:

Left Lane, Left Center Lane, Center Lane, Right Center Lane, Right Lane.

7.1.2

Shoulders will be designated as Left Shoulder or Right Shoulder.

7.1.3 Exits

The term "Off-Ramp" will be used to describe a lane(s) which leads from the highway to another roadway.

The term "On-Ramp" will be used to describe a lane(s) which leads from another roadway onto the highway.

7.2 Vehicle Fires

Special Note: *The term* ***primary engine*** *refers to the engine responding in the reported direction of travel. The term* ***secondary engine*** *refers to the engine responding opposite the reported direction of travel.*

7.2.1

The first engine company in each direction will enter the highway and announce the same via radio. A second full size apparatus may enter the highway in the reported direction of travel. This apparatus will stage on the shoulder prior to the incident scene and prepare to act as a blocker if needed. The remainder of responding apparatus shall stage off the highway in the area of their assigned entry ramp.

7.2.2.

The secondary engine should avoid passing the fire until verification is received that the primary engine is able to access the scene. If a center median is available, the secondary engine may stop on the median if necessary, with consideration given to the condition of the median and every effort being made to avoid positioning the apparatus in the travel lanes of the highway. If the primary engine is able to access the scene, the secondary engine will exit the highway via the next available exit and stage, unless directed onto the highway by the FB officer in command (OIC).

Recalled companies should avoid utilizing the highway to return to their station if traffic is congested.

7.2.3

The first arriving engine will position in accordance with Section 4 of this document. The first arriving officer will establish command, perform a size-up, and determine the necessary resources to safely mitigate the incident. Any unneeded resources will be directed to stage off the highway and/or be recalled.

7.2.4

The OIC from all responding branches should determine if a command post has been established and report in to ensure a unified incident command system.

7.2.5

Additional responding apparatus will position in accordance with Section 5. The company officer will proceed to the command post for orders unless conditions dictate otherwise.

7.2.6

Unless conditions dictate otherwise, hoselines used for fire attack should be stretched from the first arriving engine only.

7.2.7

Apparatus positioned in the travel lanes of the highway should be moved to the shoulder as soon as practical.

If possible, apparatus should be moved prior to restoring hoselines and other equipment.

7.3 Motor Vehicle Crashes

7.3.1

The first engine and rescue company in each direction will enter the highway and announce same via radio. An additional full size apparatus may enter the highway in the reported direction of travel. This apparatus will stage on the shoulder prior to the incident scene and prepare to act as a blocker if needed allowing for sufficient warning distance. The remainder of responding apparatus shall stage off the highway in the area of their assigned entry ramp.

7.3.2

Apparatus will position in accordance with Section 3, allowing a route of travel for arriving and departing EMS vehicles. Only necessary apparatus will be positioned close to the scene.

7.3.3

The first arriving officer will establish command, perform a size-up and determine the necessary resources to safely mitigate the incident. Any unneeded resources will be directed to stage off the highway and/or recalled.

7.3.4

The OIC from all responding branches should determine if a command post has been established and report in to ensure a unified management system.

7.3.5

Additional responsibilities of all responders:

a. *Establish command and assign division/group officers*
b. *Don an approved incident management vest for identification purposes.*
c. *Establish a command post staffed by representatives of operating units / agencies (Police, Fire, PennDOT, EMS, etc.)*
d. *Establish an "action circle" (20' radius if possible) by use of traffic cones or other appropriate barrier, around each vehicle involved in the incident.*
e. *Designate an equipment staging area and a personnel pool at the edge of each action circle. Personnel will return to the personnel pool upon completion of assigned tasks.*

Special Note: *Only assigned personnel should be inside the action circle.*

7.3.6

Extrication / Rescue Group responsibilities:

a. *Coordinate with EMS personnel to establish an action plan for patient extrication.*

b. *Ensure ALL vehicles are properly stabilized prior to entry and extraction.*
c. *Supervise extrication efforts utilizing the seven phases below:*

    1. *Size up and hazard control*
    2. *Access to patient for EMS*
    3. *Patient assessment and immediate medical care*
    4. *Disentanglement*
    5. *Patient packaging and treatment*
    6. *Removal and treatment*
    7. *Post-rescue equipment servicing*

Special Note: *Ensure patient protection throughout extrication, taking whatever steps necessary to protect against further injury through breaking glass, forcibly removed vehicle components and flying objects.*

7.3.7

The Fire Suppression Group is responsible for mitigating any hazards which may result in a fire, including spilled fluids, vehicle power systems, electrical wires and/or the actions of rescue personnel, through any of the following methods, as dictated by conditions:

a. *Stretch and charge a minimum of a 1.5" hose line, staffed by a minimum of two personnel in full turnout gear and SCBA (line should be placed at the edge of each action circle).*

Crew should also have a dry chemical extinguisher at the ready.

b. *Ensure vehicle(s) is de-energized, with an effort to minimize the potential for evidence destruction.*
c. *Inspect vehicle(s) for leaking fuel or fluids, and secure same. Apply sand or oil dry to any spilled fluids causing slippery ground surfaces in work area.*

7.3.8 Safety Officer Responsibilities

a. *Monitor scene for any hazards that may arise during incident, and report to IC.*
b. *Ensure all personnel on location are wearing the proper safety equipment and adhering to safe work practices.*
c. *Detail unassigned personnel to personnel pool.*
d. *Stop any act that may endanger the patient and/or rescuer.*

7.4 Brush and Grass Fires

***Adhere to Section 7.2 (Vehicle Fires)**

8.0 HIGHWAY HAZARD

***Adhere to Section 7.2 (Vehicle Fires)**

8.1

Apparatus will respond at reduced speed unless otherwise instructed.

9.0 HELICOPTER STAND BY

***Adhere to Section 7.2 (Vehicle Fires)**

Special Note: *EMS / FB command should consider the use of the pre-designated landing zones off of the highway to transport patients and minimize road closures.*

10.0 GENERAL OPERATION SAFETY

10.1

Emergency personnel should consider the use of apparel, which will enhance their visibility. For FB members, full personal protective equipment (coat, pants, helmet) will be worn. High visibility ANSI vests may be worn over the fire coat for increased visibility and must be worn when the coat is removed. Personnel from other agencies should consider the use of high visibility ANSI vests whenever working on the highway.

10.2

Personnel should monitor traffic at all times when operating on the scene.

10.3

The use of a spotter should be considered whenever personnel are working near a live lane.

10.4

Personnel shall never operate in a live lane. Walking or crossing a live lane should be done with extreme caution and should be avoided when possible.

10.5

When possible, equipment deployed from the apparatus shall be taken from the side opposite of passing traffic (i.e. hose lines).

10.6

Responders should be aware of Pennsylvania's Quick Clearance law which mandates the removal of vehicles from the travel lanes in an expedient manner to reduce the potential for extended road closures.

11.0 HAZARDOUS MATERIALS INCIDENTS

11.1

A safe zone should be established while the FB or first due units conduct a size-up.

11.2

The Montgomery County Department of Public Safety HazMat Team should be requested to respond if it exceeds the capability of local resources.

11.3

Refrain from use of flares or other flame/spark sources until it has been confirmed that flammable liquids are not involved.

11.4

Follow the Montgomery County HazMat response plan.

11.5

Establish cold, warm and hot zones.

11.6

Contact EMS and hospitals to report number of patients.

11.7

Establish a Decontamination Group as situation warrants for personnel and equipment.

12.0 DEPARTING SCENE

12.1

The termination of the incident must be managed with the same aggressiveness as initial actions. Apparatus and equipment should be removed from the highway promptly, to reduce exposure to moving traffic and minimize traffic congestion.

12.2

Vehicle operators shall ensure that all equipment has been properly returned to the apparatus and all doors are closed and secure.

12.3

All personnel should be properly seated and secured with seat belts.

12.4

Vehicles which must merge into traffic traveling at highway speeds should consider employing a police vehicle or other marked emergency vehicle to assist them by providing a slow down.

12.5

Emergency warning lights should be canceled only after the vehicle has completely merged into traffic.

13.0 GUIDELINE MAINTENANCE AND UPDATES

A significant effort was exerted to make this document as comprehensive as possible in identifying appropriate and applicable traffic incident operating guidelines. However, it has been acknowledged that this must be a living and evolving document that will be strengthened and enhanced over time as it is exercised and tested.

Continued collaboration, coordination, and communication among stakeholders are critical to reinforcing and maintaining the Traffic Incident Operating Guidelines. The guidelines should be reviewed on at least a bi-annual basis. Collaborative and regular review keeps the plans current and relevant, incorporates new partners or processes, and retires obsolete content.

No change shall be made to this document unless coordinated through the Traffic Incident Operating Guidelines Advisory Committee and communicated to all organizations impacted by these guidelines.

Each revision will be numbered and documented. As new versions are created and distributed to the participants, older versions will be replaced. This will assure that all users are working off of the same version of the plan. The table below will keep a record of revisions made to the plan since it was first published.

13.1 Record of Changes

CHANGE NUMBER	DATE of CHANGE	SECTION of PLAN

APPENDIX A:
GLOSSARY

ANSI:	*American National Standards Institute*
CDC:	*Consolidated Dispatch Center (Pennsylvania State Police)*
DOT:	*Department of Transportation*
EMS:	*Emergency Medical Services*
ESP:	*Expressway Service Patrol*
FB:	*Fire Branch*
IC:	*Incident Commander*
MCDPS:	*Montgomery County Department of Public Safety*
MCDPSD:	*Montgomery County Department of Public Safety-Dispatch*
NIMS:	*National Incident Management System*
OIC:	*Officer in Command*
PennDOT:	*Pennsylvania Department of Transportation*
PB:	*Police Branch*
PSP:	*Pennsylvania State Police*
SCBA:	*Self Contained Breathing Apparatus*
TMC:	*Traffic Management Center*
TRAA:	*Towing & Recovery Association of America*

APPENDIX B:
TYPICAL SEQUENCING OF RESPONSE MEASURES

Appendix B illustrates the typical sequencing of response measures taken by responders as they arrive to an incident scene. The order of activities is based upon which responder is the first to arrive on the scene.

The sequencing of events depicted below is not intended to be a recommendation, but merely an example of how these emergency service providers are typically involved in the incident management process. It is understood that the roles, responsibilities and sequencing of events for those involved with incident management activities vary with each incident.

Police Branch

If first on scene:

- *Isolate/secure the scene, establish control zones*
- *Establish command*
- *Stage incoming units*

If command has been established:

- *Report to command post*
- *Evaluate scene safety/security*
  - *Additional threats*
  - *Secondary incidents*
- *Gather witness statements/observations and document*
- *Initiate other Police branch/agency notifications*

PennDOT, tow resources, traffic networks

- *Request additional resources*
- *Secure the incident scene*
- *Temporary Traffic Control considerations*
  - *Staging areas*
  - *Lanes to close*
  - *Entry/egress for emergency vehicles*
  - *Temporary Detour Routes*
- *Use self protective measures*
- *Assist with control/isolation of patients*
- *Coordinate activities with other response agencies*
- *Preserve evidence*
  - *Diagram the area*
  - *Photograph the area*
  - *Prepare a narrative description*
  - *Maintain an evidence log*
  - *Consider an accident investigation team/accident reconstruction team*
- *Notify the coroner if not already completed by EMS*
- *Participate in unified incident command*
  - *Fire/rescue services*
  - *Emergency medical services*
  - *Police Branch*
  - *Emergency management*
  - *PennDOT- Maintenance*
  - *HazMat*
  - *Other Agencies – Pennsylvania Turnpike Commission, Coroner, Towing Companies*

Fire and Rescue

If first on scene:

- *Isolate secure the scene, deny entry, establish control zones*
- *Establish command*
- *Evaluate scene safety/security*
- *Stage incoming units*

If command has been established:

- *Report to command post*
- *Gather info regarding the incident, number of patients, etc.*
- *Assign NIMS positions as needed*
- *Initiate notifications, PennDOT, County, hospitals, traffic groups*
- *Request additional resources*
- *Use appropriate self protective measures*
- *Consider specific objectives*
  - *Rescue/extrication*
  - *Evacuation*
  - *Water supply*
  - *Fire suppression*
  - *Control and isolate patients*
  - *Triage/ treat, assist EMS*
  - *Establish landing zone off corridor as necessary*
- *Maintain custody of evidence, scene preservation, witnesses for police branch*
- *Participate in unified incident command*
  - *Fire/rescue services*
  - *Emergency medical services*
  - *Police Branch*

- *Emergency management*
- *PennDOT- Maintenance*
- *HazMat*
- *Other Agencies – Pennsylvania Turnpike Commission, Coroner, Towing Companies*

Emergency Medical Services

If first on scene:

- *Isolate and secure scene, establish control zones*
- *Establish command*
- *Evaluate scene safety/security*
- *Stage incoming units*

If command has been established:

- *Report to command post*
- *Gather info regarding*
  - *Number of vehicles involved*
  - *Number of patients*
  - *Severity of injuries*
  - *Scene safety, traffic flow*
- *Assign medical branch positions as needed*
- *Notify hospitals*
- *Request additional EMS resources, specialty hospitals-trauma/burns*
- *Use self protective measures*
- *Initiate care and treatment/triage of patients*
- *Notify coroner if fatality*
- *Participate in unified incident command*
  - *Fire/rescue services*
  - *Emergency medical services*
  - *Police Branch*

- *Emergency management*
- *PennDOT- Maintenance*
- *HazMat*
- *Other Agencies – Pennsylvania Turnpike Commission, Coroner, Towing Companies*

HazMat Teams

- *Report to command post*
- *Evaluate scene safety/security*
  - *Additional threats*
  - *Secondary incidents*
- *Establish HazMat Group*
- *Provide technical assistance/info to:*
  - *Incident Command*
  - *Safety officer*
  - *EMS*
  - *Hospitals*
  - *Police Branch*
  - *Fire/rescue*
- *Detect/monitor to identify agent, determine concentrations, ensure proper control zones*
- *Continually reassess control zones*
- *Enter "hot zone" to perform rescue, confirm product and perform recon, product/agent control, and mitigation with expert technical guidance as available*
- *Improve hazardous environments:*
  - *Plugging, patching, or containment by sandbags*
  - *Suppression, isolation and containment of agent into environment*
  - *Preventing agent from entering storm drains or waterways*

APPENDIX C:
TRAA VEHICLE IDENTIFCATION GUIDE

TRAA VEHICLE IDENTIFICATION GUIDE©

CLASS 1 • LIGHT-DUTY • (6,000 lbs. or less GVW - 4 tires)*

CLASS 2 • LIGHT-DUTY • (6,001 - 10,000 lbs. GVW - 4 tires)*

Classes 1 and 2 include passenger vehicles, light trucks, minivans, full size pickups, sport utility vehicles and full size vans.

CLASS 3 • MEDIUM-DUTY • (10,001 - 14,000 lbs. GVW - 6 tires or more)*

CLASS 4 • MEDIUM-DUTY • (14,001 - 16,000 lbs. GVW - 6 tires or more)*

CLASS 5 • MEDIUM-DUTY • (16,001 - 19,500 lbs. GVW - 6 tires or more)*

CLASS 6 • MEDIUM-DUTY • (19,501 - 26,000 lbs. GVW - 6 tires or more)*

Classes 3 through 6 include a wide range of mid-size vehicles, delivery trucks, utility vehicles, motorhomes, parcel trucks, ambulances, small dump trucks, landscape trucks, flatbed and stake trucks, refrigerated and box trucks, small and medium school and transit busses.

Information Needed To Correctly Dispatch Towing and Recovery Units:

- Year, Make and Model of Vehicle to be Towed or Recovered
- DOT Classification (Class 1 – 8 based on GVW)
- Location of Vehicle
- Type of Tow (impound, accident, recovery motorist assist, etc.)
- Additional Vehicle Information
  - 2 wheel drive, 4 wheel drive, all wheel drive
  - damage to vehicle, tire condition
  - vehicle loaded or empty
  - cargo contents
  - does the vehicle have a trailer
  - are the keys with the vehicle

Note: Any vehicle may carry hazardous materials. Advise if placarded.

*** Note:** The Gross Vehicle Weight Rating (GVWR) of the vehicle to be towed or recovered can be found on the identification label on the vehicle's driver's side doorframe. The number of pounds listed on the label can then be compared with the DOT Classification Vehicle Type Chart for the correct DOT class.

CLASS 7 • HEAVY-DUTY • (26,001 - 33,000 lbs. GVW - 6 tires or more)*

CLASS 8 • HEAVY-DUTY • (33,001 lbs. and over GVW - 10 tires or more)*

Classes 7 and 8 include a wide range of heavy vehicles, large delivery trucks, motor coaches, refuse trucks, cement mixers, all tractor trailer combinations including double trailers.

Law enforcement communications with towing and recovery operators describing an incident and the vehicles involved can insure quick and efficient clearing of these scenes and less disruption to traffic flow. In an effort to standardize communications, the towing industry is adopting the federal vehicle class standards as outlined herein.

VIN CODES

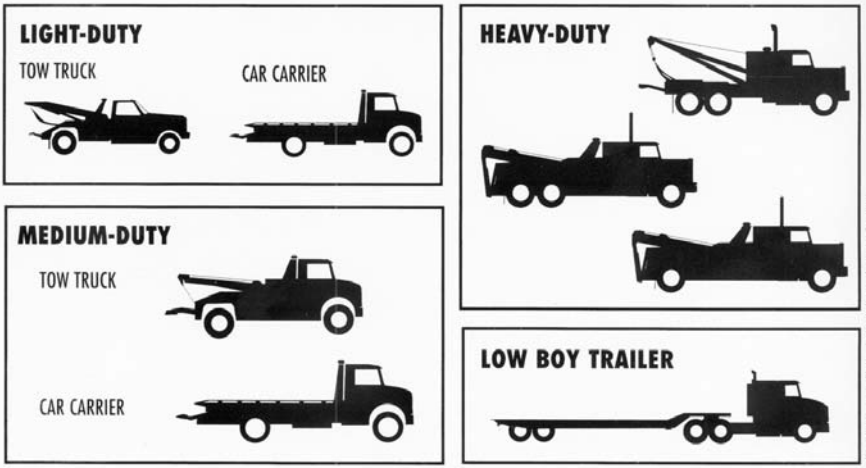
The year of the vehicle is critical information for towing operators in order for them to reference correct towing procedures. The diagrams on the front are examples of classifications. The following information about vehicle identification numbers affixed to the chassis will help determine the vehicle's year. As noted, the vehicle's year, identified by a letter or number in the VIN sequence, is the eighth character from the right.

1P8ZA1279SZ215470

EXAMPLE 1995 VIN NUMBER:

1980.....A	1987.....H	1994.....R	2001.....1	2008.....8
1981.....B	1988.....J	1995.....S	2002.....2	2009.....9
1982.....C	1989.....K	1996.....T	2003.....3	2010.....A
1983.....D	1990.....L	1997.....V	2004.....4	2011.....B
1984.....E	1991.....M	1998.....W	2005.....5	2012.....C
1985.....F	1992.....N	1999.....X	2006.....6	
1986.....G	1993.....P	2000.....Y	2007.....7	

TOW TRUCK/CAR CARRIER CLASSIFICATION



Compliments of Delaware Valley Regional Planning Commission.

ACKNOWLEDGEMENTS

This plan was developed with assistance from the following documents:

- *New Jersey I-295 / I-76 / NJ 42 Incident Management Task Force Policy and Procedure Manual, January 2005*
- *Incident Management Response Plan - Hampton Roads (VA) Highway Incident Management Committee*
- *Simplified Guide to the Incident Command System for Transportation Professionals, Federal Highway Administration, February 2006*
- *National Incident Management System, U.S. Department of Homeland Security, March 1, 2004.*
- *Emergency Response to Terrorism - Job Aid - Edition 2.0, Federal Emergency Management Agency, February 2003*
- *Proceedings of the National Conference on Traffic Incident Management: A Road Map to the Future, Transportation Research Board, June 2002*
- *Traffic Incident Management Recommended Operational Guidelines, Minnesota Department of Transportation, March 2002*

Additional research included conversations with national experts:

- *John Corbin .Wisconsin Department of Transportation*
- *Steve Cyra . . . .Institute of Transportation Engineers*
- *Pat Noyes . . . . . .Pat Noyes & Associates*

Traffic Incident Operating Guidelines Advisory Committee:

- *Major Lenny Bandy . . . . . .Pennsylvania State Police*
- *Lt. Frank McCorkle . . . . . .Pennsylvania State Police*
- *Sergeant Robert Tyler . . . .Pennsylvania State Police*
- *Corporal John Quigg . . . . .Pennsylvania State Police*
- *Chief Bud Carroll . . . . . Lower Providence Police Department*
- *David Paul Brown . . . . . Montgomery County Public Safety*
- *Dennis Orangers . . . . . Montgomery County Emergency Dispatch 911*
- *Bill Jenaway . . . . . .Upper Merion Fire and Rescue*
- *Don Sirianni . . . . . .Springfield Township*
- *Paul Leonard . . . . . .Upper Dublin Township*
- *Dan Supplee . . . . . .Upper Dublin Township*
- *Manny Anastasiadis . . . . . .PennDOT*
- *Dave Wolfe . . . . . .PennDOT*
- *Rob Henry . . . . . .Greater Valley Forge TMA*
- *Jason Bobst . . . . . .Greater Valley Forge TMA*
- *Chris King . . . . . Delaware Valley Regional Planning Commission*

This Document
Produced By:

Delaware Valley
Regional Planning
Commission

190 North Independence Mall West
8th Floor
Philadelphia, PA 19106
215.592.1800
www.dvrpc.org