



## ***SHARED RESOURCE PROCEDURES***

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**Procedure: Personnel Accountability Report (PAR)** (SCFPD C-84B)

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**Revision Date:** NEW

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**Purpose: To establish notable benchmarks for Personnel Accountability Reports at emergency incidents. This procedure shall apply to all Fire Department personnel.**

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### **A) Personnel Accountability Report (PAR)**

- 1) The Personnel Accountability Report (PAR) involves a roll call of all personnel assigned to crews and divisions/groups that are working at an emergency incident. The PAR is a confirmation that all members are accounted for. For the Division/Group Supervisor, a "PAR" is an accounting for all crewmembers, of all companies assigned to his/her division/group. For the Company Officer, a PAR is an accounting of all crewmembers assigned to his/her company. Reports of PAR's should be conducted face-to-face within the division/group or company whenever possible.
  
- 2) A personnel accountability report will be required for the following situations:
  - a) Any report of a missing or trapped firefighter
  - b) Any change from offensive to defensive
  - c) Any sudden hazardous event at the incident - flash over, back draft, collapse, mayday, etc.
  - d) Any time Command feels it is necessary.

Approved by

Date: January 4, 2018

Michael Wapnowski, Acting Chief