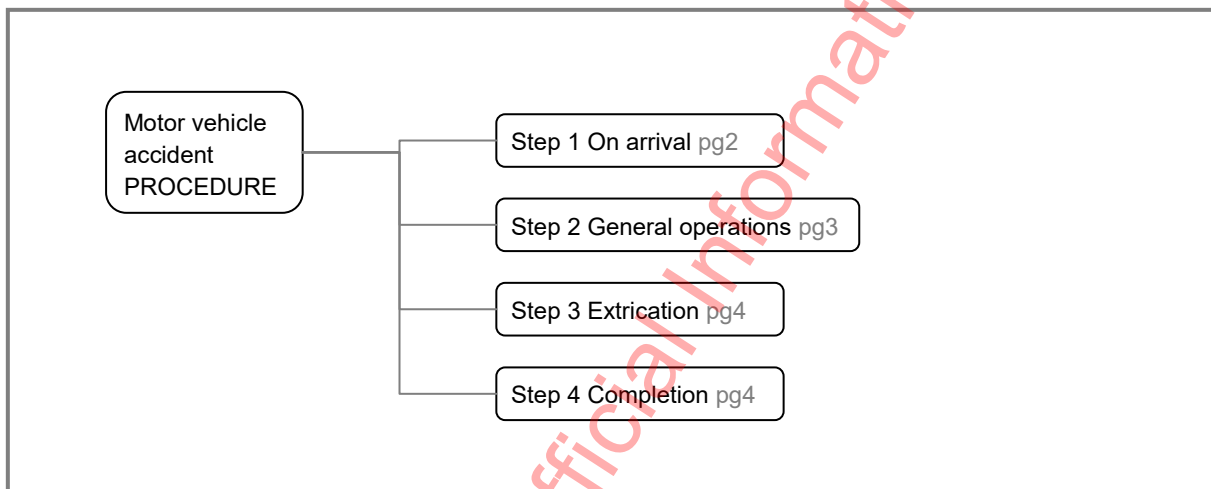


Motor vehicle accidents procedure

This procedure describes the procedure for NZFS personnel to follow while attending an incident.

MVA technical Manual

The motor vehicle accidents (MVA) technical manual is the primary reference document for the NZFS for this topic.



Reference Documents

The following documents provide information relevant to this procedure:

- *Motor vehicle accidents policy (R1 POP)*
- *Hazardous materials (H1)*
- *Working near roadways procedure (IS1 SOP)*
- *Motor vehicle accidents (MVA) technical manual (R1 TM)*
- *Working near hazardous materials policy (IS6 POP)*
- *NZFS Safety and Wellbeing Manual Section 8: Hazard and risk management*

Procedure

Step 1 On arrival

Parking

The drivers:

1. Park their vehicles, considering:
 - scene protection
 - vehicle and operators' exposure to fire or other hazard
 - access and space:
 - for NZFS operations
 - for additional emergency vehicles.
-

Assessing the scene

The OIC of the first appliance at the incident:

2. Sizes up the scene, considering:
 - hazards (actual and potential) including:
 - fire
 - hazardous materials
 - vehicle type, fuel (including hybrid), loads, SRS
 - number, position, and stability of vehicles involved
 - flow and speed of traffic
 - type and condition of road
 - exhaust fumes from vehicles and rescue tools within the working sector
 - other hazards adjacent to the MVA, such as terrain, power lines, waterways
 - agencies that are present (or may be required), and their roles
 - operations to be carried out by NZFS
 - number and priority of people needing extrication or assistance
 - potential escalation of incident.
-

Communications

The OIC Fire:

3. Calls for additional resources if required.

Note: The ComCen notify police and ambulance for all MVAs as part of ComCen standard procedures.

Scene management

The OIC Fire assigns crew to:

4. Create and maintain a safe working area, considering:
 - establishing zones, cordons, and sectors as required
 - partially or fully closing the road, if scene safety is compromised
 - vehicle and operators' exposure to fire or other hazard, including re-evaluating the position of the vehicle as the incident progresses.
5. Manage traffic, until the Police or Road Controlling Authority take over.

Step 2 General operations

Fire suppression and protection

The OIC Fire assigns crew members to:

1. Carry out fire operations, as described in the following table:

If there is	then NZFS personnel
a fire	carry out fire suppression
no fire	<ul style="list-style-type: none"> • take steps to prevent ignition • take precautions against a fire starting by: <ul style="list-style-type: none"> - preparing hose reels and/or extinguishers - fire crew donning structural uniform and BA.

Stabilise vehicles

The OIC PRT assigns crew to:

2. Secure and stabilise the vehicles.

Note: Stabilising vehicles in a controlled manner must be done by NZFS personnel. Other agencies may assist in this only if the OIC PRT is unable to do it using NZFS equipment.

Hazardous Materials

The OIC Fire assigns crew to:

- Carry out HazMat operations if required following *Hazardous materials technical manual (H1 TM)*.

Disconnect batteries

The OIC PRT:

3. Decides whether to disconnect the car batteries, considering:
 - safety
 - loss of vehicle functions, such as opening windows and doors, and starting the vehicle
 - loss of evidence (possible loss of on-board-computer data).

First aid

The OIC PRT assigns crew to:

4. Gain access to trapped people.
5. Proceed with first aid as described in the following table:

If the Ambulance service is	then NZFS personnel
not at the scene	carry out first aid.
at the scene	assist Ambulance staff to carry out first aid as necessary.

Airbags

When inside vehicles, NZFS personnel need to be aware of any un-deployed airbags.

Glass management

OIC PRT assigns crew to:

6. Carry out glass management.

Step 3 Extrication

Extricate

OIC PRT assigns PRT crew to:

1. Create access to trapped people.
2. Assist ambulance staff to remove injured people.

Step 4 Completion

Make up

OIC Fire assigns crew to:

1. Preserve the scene, if there is a fatality.
2. Make up NZFS operations.
3. Assist with clearing and/or washing roadway if required.

Record of amendments

Date	Brief description of amendment
July 2011	Addition – considering vehicle and operators exposure, ‘parking’ and ‘scene management’
Jan 2012	Updated reference docs. Expanded MVA title.
Dec 2013	Updated reference documents. Minor formatting changes.