

Texas Fire Chiefs Association  
**DOCUMENT SUBMISSION FORM**

Candidate Department: **Irving Fire Department**

Best Practice Standard: 6.06 Post-Incident Analysis Program

**Proofs of Compliance Submitted:**

1. General Procedure 16.41 - POST INCIDENT ANALYSIS

Submitted By: **Scott Johnson, Program Manager**

Date:

**Evaluator's Review**

**Evaluator:**

**Date Accepted:**

**16.41 – POST INCIDENT ANALYSIS (PIA)**

- A. The purpose of a Post Incident Analysis (PIA) is to provide fire department members an opportunity to review certain incidents in which the overall operations are analyzed. The PIA is considered to be a method of communicating observed operations identifying positive outcomes along with areas needing improvement within the fire department.
- B. The results of a PIA are used to determine if there was an appropriate and effective use of the following:
1. Personnel
  2. Equipment
  3. Other resources
  4. Operational effectiveness
  5. Operating guidelines
  6. Near-Miss review
- C. A PIA will not be used to place blame on any person or operational technique used to control the incident. The PIA will not be used in any form as a method of discipline or a subject of disciplinary action. A PIA will be used to enhance future outcomes from lessons learned to include any Near-Miss incidents.
- D. Definitions:

Formal Post Incident Analysis- a scheduled, structured review of incident operations conducted in a controlled environment by the Incident Commander (IC) at the fire department or multi jurisdictional level. This concept is utilized for reviewing large scale or complex incidents requiring the response of multiple Irving Fire Department (IFD) resources, outside agencies or incidents requiring a unique tactical approach. A “talking points worksheet” is used to assist the IC in conducting the Formal PIA.

Informal Post Incident Analysis- a review discussing incident operations occurring immediately at the conclusion of the incident before companies clear the location. The IC, company officer or any other IFD member can initiate the Informal PIA.

Talking Points Outline- Form 43 utilized by the IC to generate notes and points of interest discussed at a formal PIA. Form 43 can be found on the INET or on J:\Fire Dept FORMS.

E. A Formal Post Incident Analysis will be initiated *as soon as practically possible* for the following incidents:

1. Third Alarm Fires.
2. Any Fire in which a fatality occurs.
3. Any incident occurring in which a firefighter is injured requiring admission to medical facility.
4. Significant Hazardous Materials incident requiring decontamination procedures.
5. Mass causality incidents involving the transport of ten patients or more.
6. Incidents requiring the response of specialty teams where a compliment of apparatus equals a one alarm assignment.
7. At the discretion of the Incident Commander or the request of a company officer.

The IC shall coordinate and take lead in a Formal PIA occurring in a controlled environment at the location of their choosing. The IC will interview company officers, division supervisors and command staff in an effort to create a “talking points outline” that address issues related to operational events used to control the incident. The objective of a PIA is to improve firefighter safety and overall IFD response. The IC must be mindful they set the tone for a PIA and must create an environment that fosters respect and dignity for IFD members while remaining focused on the incident not allowing members to get off track.

The IC will make a determination as to what companies will attend the Formal PIA along with division supervisors and/or command staff utilized at the incident. Assistant Chiefs shall be notified and may choose to attend the PIA. Consideration should be given to invite outside agencies responding to the incident along with an officer assigned to the Training Division.

F. The Informal Post Incident Analysis may occur at any type incident and should be utilized at all incidents requiring a one alarm or greater response before companies clear the location. Informal PIA’s may be conducted by the IC, company officer or any other IFD member on scene. This informal discussion will consist of tactical objectives and other factors used at the incident with the intent of improving firefighter safety and overall IFD response.

G. At the conclusion of any Post Incident Analysis, the IC will originate a memo directed to Chief of Department if any of the following are identified:

1. Firefighter safety issues to include any Near-Miss incidents;
2. Areas needing improvement through training;

3. Operation deficiencies requiring guideline changes;
4. Other items of interest that will positively enhance operations of the Irving Fire Department.

Summary: The Post Incident Analysis can be a source of information used to determine the overall effectiveness of Irving Fire Department operations. The PIA requires the IC and company officer to make a detailed evaluation of conditions and factors directly related to the mitigation of the incident. The PIA can be viewed as an educational opportunity originating from lessons learned at an incident. These opportunities come from observations made on the basis of performance regarding tactical decisions, built in suppression systems, apparatus functionality and manpower utilization.