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### Summary of Sabattus Fire/Rescue Department Preplan System

A preplan system within a fire department is a detailed incident plan that allows incident command and responding firefighters to understand better the details of a property experiencing a fire incident. The module that the Sabattus Fire/Rescue Department is using comes from the National Fire Academy and is derived from the FEMA—NIMS program thus making us federally compliant. Also, by using this module, we have a standardized system where our mutual aid departments can understand our preplans, their layout, and information to better aid us on an emergency scene.

This preplans system includes a layout of the property and building, square footage that helps us to develop the amount of water we need as well as water flow, the best means of attacking a potential fire, and target hazards and issues for both the public and our members. Along with this information we add to this a potential layout for apparatus parking, potential resources needed to handle the incident as well as a brief narrative that lays out an initial response plan. All of these preplans are housed in a binder in the communications room at Central Station as well as uploaded to our online resource platform called “I am Responding”—this allows responders to have access to these plans to study while at the station as well as quick access during response.

Currently, we are working on this plan targeting businesses in town and dividing them up by district based on our dispatch system. We are averaging one business per week currently and the daytime crew is led by myself or a full-timer that I have trained to develop these preplans and coordinate with the target business to set up a day and time to go out and do the sight survey, take measurements, pictures, and answer predetermined questions based on the NFA module. This information is brought back for AC Gayton and/or myself to run the numbers and put together the official Preplan and upload it to the appropriate locations as well as develop departmental training on each. Each completed preplan is followed up with a simple “letter of recommendations” that states suggestions of ways each property can make their facility safer and aid in preventing a fire emergency.

These preplans are not one-and-done but an ongoing system that will be updated regularly as new business/renovative works are done.