

I. INTRODUCTION

- A. Purpose: To provide Department personnel with information and instruction for tying off and hoisting tools and equipment.
- B. Scope: This instruction applies to all sworn personnel.
- C. Author: The Deputy Chief of the Special Operations Bureau is responsible for the content, revision, and periodic review of this instruction.
- D. Objectives: To assist Department personnel with utilizing proper techniques when tying off tools and equipment, and maintaining uniformity Departmentwide.
- E. Definitions: See glossary.

II. RESPONSIBILITY

- A. All sworn personnel are responsible for the information contained in this section.
- B. Company officers/training captains are responsible for training personnel and ensuring proficiency with the information contained in this section.

III. POLICY

- A. All sworn personnel shall be able to tie off and secure the following tools and equipment for raising or lowering:
 - 1. Short handled tools: axe and sledge hammer
 - 2. Cylindrical object: fire extinguisher
 - 3. Hose line
 - 4. Hose/edge roller
 - 5. Ladder
 - 6. Long handled tools: rubbish hook and pike pole

7. Rectangular objects: first aid box and resuscitator
8. Chain and rotary saws

IV. PROCEDURES

A. Axe or sledge hammer

1. Form a slip knot
2. With the loop hanging below, place the handle through the eye.
3. Place the loop over the pick end of the axe, or either end of the sledge hammer.
4. Tie a half hitch and place six inches from the end of the handle.
5. Dress the rope to tighten securely.



B. Cylindrical object

1. Form and tie a clove hitch around the base of the object.
2. Tie and place a half hitch at the mid-point of the object. If the object is a fire extinguisher, place the half hitch inside of the cone.
3. Tie and place a half hitch at the neck of the object.
4. Dress the rope to tighten securely.



C. Hose line

1. Tie a slip knot six feet from the nozzle.
2. Tie and place a half hitch six inches behind the coupling.
3. Tie and place a half hitch six inches from the end of the nozzle.
4. Dress the rope to tighten securely.

Note: The rope should go across the nozzle handle to ensure a closed position.



D. Hose roller/edge roller

1. Carried on truck companies, hose rollers should be used when possible to hoist or lower equipment with a rope. This will eliminate a potential problem with a sharp edge.
2. To secure the hose roller, tie either a bowline or a figure 8 follow through to the hose roller and place the other end of the rope around a secure object and cinch up with a modified truckers hitch.



E. Edge roller

1. To be used in rope rescue incidents to protect lifelines and reduce friction. Each roller has eight tie-down holes that can link units together and anchor to various objects.
2. Edge rollers can be secured with rope or webbing to the tie-down holes and then tied off to an anchor with a bowline or figure 8 follow through.

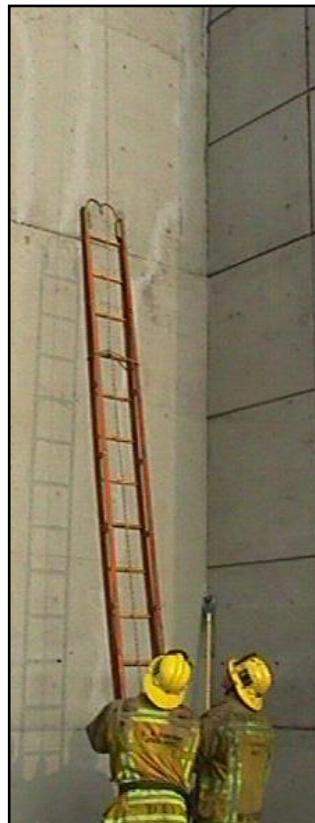


F. Ladder

1. Place the ladder working side up.
2. Form a running loop.
3. Place the running loop under the rungs one third the length of the ladder from the top.
4. Bring running loop to the top of the ladder and place over the beams.
5. Bring running loop back down the beams of the ladder to rope.
6. Dress the rope to tighten securely.



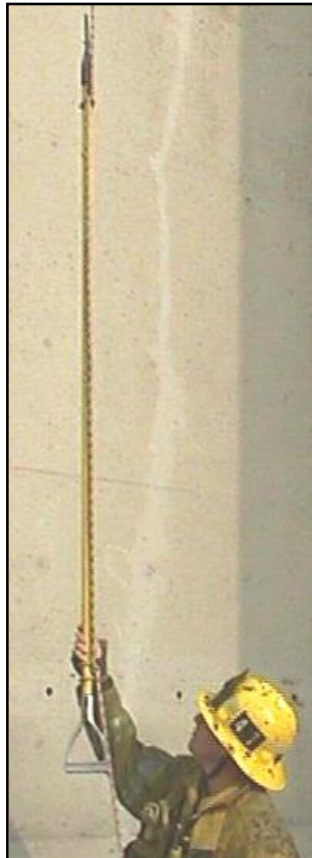
Note: When hoisting the ladder, the rope shall be on the inside between the ladder and building. When lowering, the rope shall be on the outside of the ladder.



G. Long handled tools

1. Tie and place a clove hitch one to two feet from the end of the handle.
2. Tie and place a half hitch just below the working end of the tool.
3. Dress the rope to tighten securely.

Note: For clove hitch to bind properly, tie a clove hitch to handle with the working end of the tool pointing upwards.



H. Rectangular objects

1. Tie and place a slip knot through the handle and around the case.

2. Tie and place a half hitch around the case at right angles to the slip knot.

3. Dress the rope to tighten securely.



I. Chain and rotary saws

- a. Tie and form a slip knot.
- b. Feed the slip knot through the rear handle assembly.
- c. Feed the slip knot through the front handle assembly.
- d. Pass the slip knot over the blade or chain.
- e. Slide the slip knot back and on to the main body of the saw and tighten.
- f. Dress the rope to tighten securely.

