



12.05 Safely recover disabled CFA vehicles

Operational Procedure

Section 1 - Purpose and Objectives

(1) To ensure the safety of all drivers and passengers of CFA vehicles and the community, by describing safe procedures for the recovery of bogged and/or disabled CFA vehicles.

(2) To protect bogged and/or disabled CFA vehicles from further damage or destruction.

Section 2 - Scope

(3) This procedure applies to all CFA members involved in the recovery of bogged and/or disabled CFA vehicles.

Section 3 - Procedure

Report a bogged and/or disabled vehicle

(4) Report a bogged and/or disabled operational vehicle:

- a. Notify Firecom of the disabled vehicle.
- b. When attached to an IMT, notification is to be undertaken via IMT chain of command.
- c. Firecom will notify the State Duty Officer (SDO), and if required, the Incident Controller.
- d. Where applicable, Firecom will dispatch other appliances to the incident.
- e. The SDO/District Duty Officer (DDO) will notify the DDO.

(5) Report a bogged and/or disabled transport vehicle:

- a. Contact the Vehicle Fleet Roadside Assistance provider (where available), using the contact details located in the transport vehicle; else
- b. Organise local recovery arrangements (for vehicles other than fleet vehicles).

Maintain safety whilst vehicle is bogged and/or disabled

(6) Secure the CFA vehicle to ensure it, and the surrounding area, are safe. Warning devices such as 'reflective triangles' may be placed around the scene.

(7) Remain with the CFA vehicle to avoid potential damage or vandalism. Where it is not practicable and/or safe to do so, it should be secured as much as possible prior to leaving the vehicle.

(8) The bogged and/or disabled CFA vehicle may only be moved from the scene if it is safe and reasonable to do so, in order to avoid the crew, vehicle, any person and/or motorist being exposed to unnecessary harm.

Recover a bogged and/or disabled CFA vehicle

(9) Prior to commencing a vehicle recovery, the State Duty Officer (SDO) or District Duty Officer (DDO), in conjunction with a District Mechanical Officer (DMO), the Crew Leader and driver of the bogged and/or disabled vehicle, will determine arrangements for the recovery of the vehicle, including the appointment of a Vehicle Recovery Officer.

(10) A Vehicle Recovery Officer is required to be appointed before commencing a vehicle recovery. This person must be suitably competent in vehicle recovery.

(11) CFA vehicles shall not be used to recover disabled vehicles by towing or any other means, unless approved by a DMO and it can be safely undertaken using appropriate equipment and without damage to the vehicle.

(12) Report any identified damage to the DMO and the appropriate officer in charge once recovery has concluded.

Safety Notes

(13) Where CFA members are working on the roadway, they are required to wear reflective Personal Protective Clothing (PPC) (where available).

(14) Hazard lights of all bogged and/or disabled vehicles should be activated whilst a recovery is underway (where possible).

(15) Where it is safe to do so, CFA members should endeavour to move the disabled CFA vehicle out of the way of traffic unless it has been involved in a collision and police have been advised to attend.

(16) Only CFA members who are competent and confident should attempt to change a wheel on a CFA vehicle.

Environmental Notes

(17) CFA members are required to minimise the impact on the local environment when undertaking vehicle recoveries, including the effect on vegetation, soil and water quality.

(18) Limit the impact on the environment and be respectful to landowners and culturally sensitive environments.

(19) Continually monitor the road/track to identify hazards, assess the risks and select the best route according to safety and environmental requirements.

Section 4 - Definitions

(20) Commonly defined terms are located in the CFA [Glossary](#). Document specific definitions are listed below.

Competent

The ability to effectively undertake the task required.

Disabled vehicle

Includes, but is not limited to, vehicles subject to break downs or being bogged. Does not include vehicles involved in collisions.

Equipment

A generic term that includes any object that is CFA or brigade owned that is utilised during the execution of CFA operational activities.

Operational Vehicle

A CFA vehicle used for firefighting purposes or operational response. This includes (but is not limited to) pumpers, tankers, specialist vehicles and Forward Command Vehicles (FCV).

Transport Vehicle

A car, as defined by the Australian Taxation Office (ATO) as a motor car, station wagon, panel van, utility or other similar vehicle designed to carry a load of less than one tonne, or any other road vehicle (including four-wheel drive) designed to carry fewer than nine passengers.

Vehicle Recovery Officer

A suitably competent person nominated to supervise the recovery of a bogged or disabled vehicle. This person may be internal or external to CFA.

Section 5 - Related Documents

Driving or Traveling in CFA and ESO Vehicles Operational Procedure

Driver Endorsement Operational Procedure

Collisions involving CFA vehicles Operational Procedure

Non-CFA members in CFA vehicles Operational Procedure

CFA members driving private vehicles when involved in operational activities Operational Procedure

Status and Details

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Accountable Officer	Garry Cook Deputy Chief Officer Operational Response & Coordination
Responsible Officer	Tim Connor Manager Operational Doctrine
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Glossary Terms and Definitions

"CFA member" - Refers to all CFA volunteers, volunteer auxiliary workers, officers, employees and secondees.

"CFA vehicle" - All vehicles owned or operated by CFA or any Group or Brigade. This includes FRV vehicles being driven by an FRV Secondee.

"Firecom" - The callsign for day to day / normal radio communications to CFA vehicles and aircraft.

"Personal Protective Clothing (PPC)" - Includes clothing used to provide protection to CFA members from the risks associated with performing a specific operational task for which they are competent and endorsed