

Commissioner's Orders



10 FEBRUARY 2016

2016/03

CURRENT NATIONAL SECURITY ALERT LEVEL: PROBABLE

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POLICIES

Compliance and Assurance policy

The [Compliance and Assurance policy](#) has been published on the Intranet. The Policy outlines Fire & Rescue NSW's approach to meeting our legislative and policy obligations.

Key points

This policy outlines:

- NSW Treasury policy requires all government agencies to establish and maintain strong internal audit, risk management and governance practices. Recent directions from Treasury now require government agencies to provide ongoing evidence these practices are regularly reviewed and maintained.
- The policy establishes these practices including the Compliance and Assurance Framework. This framework details how different audit and risk activities link together to provide the certifications required by NSW Treasury.
- The policy requires each directorate to establish and maintain a legal and central policy obligation register. This provides details of all the legal obligation FRNSW must actively comply with, and who within FRNSW is responsible for certifying that we have complied with these obligations.

Who needs to read this policy?

All Managers within FRNSW should be aware of this policy and their legal obligations contained in their compliance register.

Contact Officer: *Assistant Director Governance and Legal Office, Kelly McFadyen
(02) 9269 6440*

File Reference: *FRN15/2380*

Smoke-free Workplace policy

The revised [Smoke-free Workplace policy](#) has been published on the Intranet.

Key points

All workers and visitors within FRNSW are entitled to a tobacco smoke-free workplace. The purpose of this policy is to set out the requirements for implementing and managing a smoke-free workplace within FRNSW.

This policy outlines:

- Areas where smoking is prohibited.
- Current legislative requirements in relation to a smoke-free environment.
- FRNSW's determination regarding the use of electronic cigarettes (e-cigarettes) within FRNSW.
- Obligations of all staff in providing a smoke-free workplace.

Who needs to read this document?

The Policy needs to be read by all FRNSW employees, CFU members, contractors and sub-contractors.

Rescindments

This policy rescinds

- In Orders 1990/10, *Smoking in the workplace*
- In Orders 1991/21, *No smoking policy in buildings and vehicles*

Contact Officer: *Manager Safety (02) 9265-2829*

File Reference: *FRN14/2228*

GENERAL

Securing doors

Following the Coroner's inquiry into the Quakers Hill Nursing Home Fire, it was identified that FRNSW needed a range of methods to secure doors open if necessary during an incident.

While there are many items that firefighters can use to secure a door, FRNSW has added pocket sized rubber door wedge to ESCAT:

ESCAT No 9218 Door Wedge/Stopper

Firefighters may order the rubber door wedge through ESCAT. Door wedges may be carried on the appliance or in your pocket.

Note: Securing a door in the open position may impact on the integrity of fire and smoke compartments, allowing the spread of fire and/or smoke to unaffected areas. It should only be carried out after putting in place the appropriate control measures and informing the Incident Commander.

Contact Officer: *Roger Mentha, Capability Manager Firefighting*

File Reference: *NFB/13744*

PERMANENT FIREFIGHTERS NOTICES

Vacancies

All current firefighter vacancies may be accessed via the [internal Jobs Board](#) and applications must be completed online by following the links provided.

Online applications must include a brief cover letter, resume and address the two targeted questions.

Relieving Duty Commander Regional West

Applications are invited from firefighters holding the ranks of Inspector, Leading Station Officer and Station Officer for the position of Relieving Duty Commander RW, Dubbo.

Note that to be eligible to apply, a Station Officer must have at least 24 months' service with FRNSW as a Station Officer and have been accepted onto the Leading Station Officer Program.

Inquiries: Chief Superintendent Neil Harris, (02) 6882 9688

Closing date: 9 March 2016

Taleo reference: 000048UD

Relieving Duty Commander Regional South

Applications are invited from firefighters holding the ranks of Inspector, Leading Station Officer and Station Officer for the position of Relieving Duty Commander RS, Queanbeyan.

Note that to be eligible to apply, a Station Officer must have at least 24 months' service with FRNSW as a Station Officer and have been accepted onto the Leading Station Program.

Inquiries: Chief Superintendent Ken Murphy (02) 6284 2150

Closing date: 9 March 2016

Taleo reference: 000045S9

Duty Commander Regional West 3 (2 Positions)

Applications are invited from firefighters holding the rank of Inspector, Leading Station Officer and Station Officer for the position of Duty Commander RW3 (2 positions) at Leeton.

Note that as these are re-advertised positions, all firefighters holding the rank of Station Officer with FRNSW for at least 24 months are now eligible to apply.

Inquiries: Superintendent Andy Cozens, 0407 951 091

Closing date: 9 March 2016

Taleo reference:000048UE

Community Fire Unit Officer, Harris Park

Applications are invited from firefighters with at least 48 months service from the date of commencement as a recruit firefighter for the position of Training & Assessment, Officer Development.

Inquiries: Superintendent Heath Langdon (02) 98954651

Promotions

Firefighter to Qualified Firefighter

254067	M Cronin	17 April 2015
900642	M Smith	15 December 2015
900668	M Millar	20 December 2015
903019	M Drennan	14 January 2016
903132	K Blanchard	18 February 2016
903135	C Frazer	18 February 2016
903146	A McMahon	18 February 2016
903151	K Stanley	18 February 2016
903152	W Stanley	18 February 2016
903559	N Hosking	23 February 2016
903803	L Holliday	2 November 2015

Progressions

Senior Firefighter to Leading Firefighter

8651	C James	2 November 2015
8750	M Miller	1 December 2015
9140	L Covey	30 December 2015
9192	G Nottage	14 January 2016

RETAINED FIREFIGHTERS

New Members appointed to Brigades

904611	V Sarantakos	Merrylands		19 January 2016
904615	D Roman	Narrabri		19 January 2016
904610	B Cole	Glenbrook		20 January 2016
904612	G Sands	Walgett		20 January 2016
904613	M Kendall	Denman		20 January 2016
904614	B Hanscombe	Bega		22 January 2016
904618	T Coon	Delroy		22 January 2016
904619	V Incani	Thredbo		22 January 2016
904620	A Harman	Yenda		27 January 2016
904621	B Feddersen	Murrurundi		27 January 2016
904622	R King	Aberdeen		27 January 2016
904624	M Quist	Kurri Kurri		28 January 2016
904635	R Marriott	Merimbula		29 January 2016
904623	C Balk	Bundanoon		31 January 2016
904628	B Viner	Dungog		1 February 2016
904633	S Donato	Salamander Bay		1 February 2016
904632	B Holmes	Oberon		2 February 2016
904634	M Shanahan	Delroy		2 February 2016

Appointment of Rank

385027	RetF A Linton	Woolgoolga	Deputy Captain	4 January 2016
520621	RetF G Swift	Wangi Wangi	Deputy Captain	4 January 2016
363036	DCapt M Palmer	Lithgow	Captain	18 January 2016
520736	RetF A Eagleton	Maclean	Deputy Captain	18 January 2016
521920	RetF I Williamson	Coffs Harbour	Deputy Captain	27 January 2016

Transfer

520636	RetF M Bridgen	Lake Cargelligo	to	North Albury	25 January 2016
903305	RetF R Roycroft	Laurieton		Port Macquarie	25 January 2016
903730	RetF D Hibberd	Kearsley		Bellbird	29 January 2016
902609	RetF C McDermott	Batesman Bay		Merrylands	31 January 2016
903383	RetF S Rae	Brewarrina		Peak Hill	3 February 2016

Separations

904308	RetF T Tulaga	Junee		11 December 2015
901712	RetF S Fletcher	Bingara		23 December 2015
903291	RetF J Patterson	Bundanoon		7 January 2016
903491	RetF L Brown	Moree		21 January 2016

Retirements

324017	RetF J Bartels-Waller	Holbrook		22 December 2015
271022	RetF L Eldridge	Crookwell		28 December 2015
520351	RetF N Walsh	Merrylands		8 January 2016

Transferred to Honorary List

324017	RetF J Bartels-Waller	Holbrook		23 December 2015
271022	RetF L Eldridge	Crookwell		29 December 2015
520351	RetF N Walsh	Merrylands		9 January 2016

ADMINISTRATION & TRADES STAFF NOTICES**Appointments**

Service No	Name	Position	Start Date
904617	C Aldridge	Aboriginal Diversity Officer	1 February 2016
904640	G Saini	Spatial Information Coordinator	3 February 2016

Separations

Service No	Name	Position	Effective Date
901203	R Pyper	ComSafe Administration Officer	15 December 2015



Greg Mullins AFSM
Commissioner
10 February 2016