

# Administrative Directive

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(Insert Department Name Here)

**Number:** (Current Number)  
**Originating Division:** **Operations**  
**Effective Date:** (Insert Date) **Reviewed Date:**  
**Subject:** **Reporting Civilian Rescues**  
**Prepared by:** (Insert Name Here) **Date:** (Insert Date)  
**Certified by:** (Insert Name Here) **Date:** (Insert Date)  
**Enacted by:** (Insert Name Here) **Date:** (Insert Date)

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In addition to completing incident and fire reports through our reporting software, any structure fire where a civilian rescue was made will also result in reporting that rescue to the Firefighter Rescue Survey (FRS) at [www.FirefighterRescueSurvey.com](http://www.FirefighterRescueSurvey.com). The mission of the FRS is to protect and preserve civilian life through the sharing of information and data collected from firsthand reports of rescues by firefighters.

The National Fire Incident Reporting System (NFIRS) does not collect statistics or information on fireground civilian rescues; therefore, this supplemental reporting system is required documentation for these events. We acknowledge that contributing information for our local experience is a critical component to improving patient outcomes and future evidence-based operations.

For the purposes of this directive and the survey, a civilian rescue is defined as the act of intervening and removing a person from danger. The civilian's outcome (alive or deceased) does not matter, and an example of a rescue would include removing occupants from balconies of an exposure apartment that are or are not in smoke or fire conditions via ground or aerial ladder. Rescue is defined as removal; a save is defined as survival.

Any member involved in the removal of a civilians) from hazardous conditions or immediate threat in a structure fire shall collectively complete a single survey at the above web address at their earliest convenience. No member completing a survey will be forced to identify themselves or their crew and the survey as no identification factors for tacking information back to an individual or a department.