IN THE FAIR WORK COMMISSION

Matter No.: AG2018/1278

Applicant: Metropolitan Fire and Emergency Services Board

ATTACHMENT BA - 4

This is the attachment marked BA-4 referred to in the Statement of BRENDAN JOHN ANGWIN dated 15 August 2018
I SCHEDULE 2 - MINIMUM CREWING

Metropolitan Fire & Emergency Services Board
EXECUTIVE DIRECTIVE
MINIMUM CREWING

At the commencement of each shift the MFESB employee crewing shall be in accordance with the attached Chart with the following variations:

1. Commanders Location
   Central, Western, Northern, and Southern Zone shall each have a Commander on Duty and on shift as per the minimum crewing chart (attached). However no more than two SSOs may be acted up into Commander positions at no more than two of the above four Commander locations at any time.

2. Senior Station Officer Stations:
   a) Stations 1, 7, 25, 35, 38 and 44 shall have a Senior Station Officer on duty and on shift.
   b) Other stations designated as Senior Station Officer Stations shall have, as a minimum, a Station Officer on duty and on shift acting as the Senior Station Officer.
   c) Stations 1, 7, 25 and 44 shall also have a Station Officer on duty and on shift.
   d) Station 1 shall also have a Station Officer designated as the works officer on duty and on shift.

3. Command Levels – Fire Appliances
   a) Any appliance that is designated on the attached chart as normally under the command of a Senior Station Officer may be commanded by a Station Officer (substantive) except where paragraph 3(c) below applies.
   b) Any appliance that is designated on the attached chart as normally under the command of a Station Officer may be commanded by a Leading Firefighter (substantive).
   c) A Leading Firefighter may command an appliance that is designated as a Senior Station Officer appliance on a non urgent move up to a station where such station is normally under the command of a Station Officer.
   d) Any appliance that is normally under the command of a Leading Firefighter may in the absence of the Leading Firefighter be commanded by:
      i) Senior Firefighter (Qualified to Leading Firefighter) or
      ii) Qualified Firefighter (Qualified to Leading Firefighter), or
      iii) Senior Firefighter who has successfully completed an assessment in Command and Control.

4. A Leading Firefighter may be in charge of a Fire Duty/Watching Duty provided that only one appliance e is assigned to said fire (watching) duty.
5. Flexible Crewing:
   **In Shift Emergency:**
   An 'In Shift Emergency' occurs when a member of the Brigade who is on duty is required to book off duty on Sick Leave, Carer’s Leave, Pressing Necessity Leave etc with such urgency that is not practical to await for a standby to arrive at the duty station.

   During an 'In Shift Emergency' the appliance will remain in commission with a reduced crew until such time as a standby can be effected and an extra MFESB primary appliance shall be responded to all calls attended by the effected appliance.

   If all Zones are on Minimum Crewing and an 'In Shift Emergency' occurs Pumpers at other than 1, 7, 25, 35 & 44 may be reduced to a crew of three to facilitate a standby to the effected appliance while arrangements are made to recall a firefighter which will be immediately initiated.

6. Overall Crewing Requirement:
   To ensure MFESB employee capability to meet the crewing and command levels designated in this Executive Directive and other activities there shall be an all inclusive number of employees as follows:
   - 11 ACFOs
   - 58 Commanders
   - 92 SSOs
   - 308 Station Officers
   - 1177 Leading firefighters

7. Appliance Availability:
   There shall be a minimum of four rescue units and four aerial appliances in commission at any time. In the event that a further unit becomes unserviceable mechanical staff will immediately be recalled to affect repairs and restore the minimum number to four.

8. (A) Recall Considerations
   Appliances temporarily out of service due to breakdown and unable to be replaced during that shift (e.g. two Rescue Units broken down) shall result in the appropriate staff numbers being available for standbys and the overall minimum crewing requirements being temporarily reduced for up to one week, by that number, for the purposes of recall.

   (B) Retaining
   In the event that insufficient personnel present for duty at the commencement of any shift, sufficient personnel, at the appropriate rank/s, to make up the discrepancy will be retained from the off going shift and subsequently relieved by recall, at appropriate rank/s of off duty staff.
9. **Excess of Minimum Crewing**

Rostered staff available over 269 may be used to provide crewing for the following:

- Pumpers with a crew of 3 will be increased to 4.

**Note:** The CFO may elect due to special circumstances, use additional staff above the 269 level to crew other or additional appliances as per the requirements of the Director Operational or Senior Duty Officer. This decision will be made giving due consideration to the risk environment, operational activity and or the special circumstance.

10. **Emergency Move Up:**

Nothing in this directive shall restrict the dispatch of crewed appliances to move up to provide fire cover in an emergency.

This Executive Directive is to be placed in the Brigade Order Book section of the Standard Procedures Manual (Volume 4) immediately following the General Orders.

_A.J. Murphy_

*Director – Operations*
# Metropolitan Fire Brigade Minimum Crewing Chart July 2010 - Final

<table>
<thead>
<tr>
<th>Zone</th>
<th>Central</th>
<th>Northern</th>
<th>Southern</th>
<th>Western</th>
<th>TOTAL</th>
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<tbody>
<tr>
<td>FS No</td>
<td>1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 32 33 34 35 36 37 38 39 40 41 42 43 44 45 46 47 48 49 50 51 52</td>
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<tr>
<td>Commander</td>
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<tr>
<td>Station Officer</td>
<td>1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 32 33 34 35 36 37 38 39 40 41 42 43 44 45 46 47 48 49 50 51 52</td>
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<tr>
<td>Firefighter</td>
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<tr>
<td>TOTAL</td>
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</table>

**Minimum Crewing Summary**

<table>
<thead>
<tr>
<th>FS No</th>
<th>Central</th>
<th>Northern</th>
<th>Southern</th>
<th>Western</th>
<th>TOTAL</th>
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<td>Commander</td>
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<td>TOTAL</td>
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</table>

**NOTE 1.** The minimum number of COMMANDER to be on duty shall be two (2) at either of the following locations - Western, Central, Northern or Southern.

**NOTE 2.** The minimum number of SENIOR STATION OFFICERS to be on duty shall be six (6). FS01, FS07, FS25, FS35, FS38 and FS44.

**NOTE 3.** The minimum number of STATION OFFICERS to be on duty shall be five (5). FS01x2, FS07, FS25 and FS44.
Wednesday 27 June 2018

Crewing Level Increases to Minimum 302 + 1 Rehabilitation Unit

MFB Chief Officer, Dan Stephens, and UFU Secretary, Peter Marshall, fully support MFB’s ongoing commitment to achieving a 4-crew minimum on every primary appliance as committed to by the parties in the Metropolitan Fire and Emergency Services Board & United Firefighters Union Operational Staff Agreement 2016.

This commitment will increase firefighter health, safety and wellbeing and provide improved operational efficiency.

In order to prepare the affected stations to accommodate the increased crewing levels, MFB and the UFU agreed to vary the scheduled replacement dates of Water Tankers by Pumpers* or Pumper Tankers* at stations within the metropolitan district.

This variation has not affected the planned overall minimum crewing level increases.

The following 18 primary appliances will now move to a crewing level of 4 persons, bringing the minimum crewing level to 302 plus the Rehabilitation Unit.

<table>
<thead>
<tr>
<th>Central</th>
<th>Western</th>
<th>Northern</th>
<th>Eastern</th>
<th>Southern</th>
</tr>
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<td>PT26</td>
<td>P31</td>
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<td>P2B</td>
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<td>P14A</td>
<td>P26*</td>
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<td></td>
<td>PT30</td>
<td>P30*</td>
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Fire Station 15 increase to minimum SSO crewing

In addition to the commitment of increasing minimum crewing on all Primary appliances, the Chief Officer in
consultation with the UFU has additionally endorsed FS15 (Heidelberg) to increase to a minimum Senior Station Officer crewing.

This increase will better support Senior Station Officer coverage at second alarm fire calls within both North and adjacent districts in line with the GARS response matrix.

In order to assist the rostering of these new crewing arrangements, it was agreed in the MFB/UFU Rostering Sub Committee that the increases to minimum crewing of 302 plus 1 Rehabilitation Unit, in addition to the increase to SSO at Fire Station 15, will take place at the commencement of the July-August roster as detailed below.

- D Platoon – 20/7/18
- C Platoon – 22/7/18
- B Platoon – 24/7/18
- A Platoon – 26/7/18

The Chief Officer and the Secretary of the UFU would like to thank all those involved in progressing these enhanced fire ground safety initiatives, which will continue to provide the community with better public value effectively harnessing the MFB's available resources.

Regards,

Peter Marshall
UFU Secretary

Dan Stephens
Chief Officer/CEO