Policy Directive 58  
Compressed Air Breathing Apparatus

Legislation referred to: 

- Occupational Safety and Health Regulations 1996 – Part 3, Division 3, Sub-division 1
- Operational Instruction 9: Emergency Management
- Prisons Act 1981 – s 36

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Purpose
To provide superintendents and officers with guidance on the training, equipment and procedural requirements, to effectively manage emergency evacuation in the event of a fire.

Definitions

**CABA (Compressed Air Breathing Apparatus)**
A portable respirator that supplies oxygen, air or other respirable gas from a source carried by the user

**Operator**
A person trained and currently qualified in CABA
Policy
1. That there shall be a sufficient number of persons trained at each site to support the operation of the CABA procedures.
2. The Training and Development Branch shall assess CABA trained officers annually, which shall include an 8 hour re-qualification course.
3. The Corrective Services Academy shall coordinate the training of officers in the use of CABA and assess trained staff annually. This shall include an 8 hour re-qualification course.
4. Officers trained in the use of CABA and employed in public prisons shall receive the approved allowance as may be prescribed from time to time.
5. Officers trained in the use of CABA shall maintain the requirements for the use of CABA including compulsory wears and grooming requirements.
6. Prisons establish effective systems for recording training and the maintenance of equipment.

Procedure
1. Deployment of CABA Equipment
   1.1. Officers should treat all cell fires as building fires and consider them oxygen deficient and therefore only respond using the appropriate equipment deployed, eg CABA equipment and currently qualified operators.
   1.2. Permission to deploy shall be obtained from the superintendent.
   1.3. Only officers trained and currently qualified in the use of CABA equipment and procedures shall conduct the evacuation of prisoners or other persons utilising CABA equipment.
   1.4. The Superintendent Specialist Services Branch shall determine from time to time CABA equipment that has been selected in compliance with AS/NZS 1715 and AS/NZS 1716, and commence supply of such equipment to prisons.
   1.5. The Superintendent Specialist Services Branch shall also determine the number of sets of CABA apparatus to be supplied to each prison.

2. Training
2.1 Provision of Training
   2.1.1 Superintendents shall arrange initial training and annual re-qualification trainings as described below through the Corrective Services Academy.
   2.1.2 The Corrective Services Academy shall maintain quality assurance and Training Standards in accordance with approved national standards.
   2.1.3 There is a requirement that officers wishing to become CABA operators shall be competent in the application of the principles of facial fit tests.
This information shall be provided to officers in the initial training, but should also be applied in the following circumstances:

- whenever there is a change in the wearer's facial characteristics or other features which may affect the facial seal of the respirator
- at each use, prior to entering a contaminated area.

### 2.2 Medical Assessment

2.2.1 Prior to attending an initial CABA training course, officers must undertake a medical assessment by a doctor of their choice. The Corrective Services Academy will provide guidelines for the assessment, and cover the costs of the assessment. The assessment shall identify any factors/conditions that may prove an impediment to the safe use of CABA.

2.2.2 Thereafter officers shall provide, prior to commencement of their annual refresher training, a signed "Physical Readiness" form to demonstrate that they remain physically capable to safely participate in training and in the use of CABA. This form is completed by the officer concerned and there is not a requirement for it to involve a further medical assessment by an approved doctor.

### 2.3 Qualification CABA Training

Selected officers shall attend a full 2 day training course facilitated by the Corrective Services Academy.

### 2.4 Refresher Training

2.4.1 The Corrective Services Academy and/or prison based CABA instructors shall provide sufficient 8 hour refresher courses annually to enable staff to maintain their qualification.

2.4.2 In order to maintain their qualification, operators must:

- successfully complete an 8 hour refresher course annually
- successfully wear the CABA equipment, under air, on at least 2 occasions within a 12 month period, ideally at 6 monthly intervals.

### 3. Incentives and Payment of Allowances

3.1 For prison officers employed under the Prison Officers Award a CABA allowance shall be made. They shall receive payment conditional upon them being:

- deemed medically fit to use CABA
- trained in CABA use
- able to meet the ongoing requirements to maintain CABA competency.

3.2 Prison Officers employed under Part IIIA of the Prisons Act 1981 are ineligible for payment of the CABA allowance at this time.

### 4. Compliance
4.1 The Department requires that every officer trained in the use of CABA and receiving the relevant allowance, unless otherwise directed, respond appropriately to a situation, particularly when lives may be at risk. Where an officer fails to respond appropriately, the designated Superintendent shall cause a review of the circumstances.

4.2 Once trained, an officer agrees to take responsibility for appropriate grooming and cooperation to ensure timely access and attendance at refresher training. Failure of an officer to meet their responsibilities shall result in an administrative review that may result in the officer no longer being recognised as a CABA operative, and their CABA Allowance being terminated.

5. Documentation Requirements

There are a number of requirements, which are as follows:

- The Corrective Services Academy shall maintain an electronic record of officers qualified in CABA use, specifying dates of refresher training and facial fit testing, (which is accessible to all prisons and on-site trainers).
- The Human Resources section at each prison shall be responsible for maintaining records that demonstrate officer currency with the required qualification. These records shall firstly inform the rostering process, to ensure that prisons have the capacity to at least meet Minimum Response Requirements. Secondly, they provide a record of officers eligible for payment of the CABA Allowance.
- Each prison containing CABA equipment shall establish and maintain a record of equipment issue and usage. This task shall be allocated to an officer who is a qualified CABA operator.
- A nominated CABA operator within each prison containing CABA equipment shall maintain a written record to register the dates of Inspections, cleaning and routine maintenance, in accordance with the manufacturer’s specifications and the FESA Breathing Apparatus Manual.

6. Orders and Emergency Procedures

6.1 Development

Each prison listed in Schedule A shall develop relevant Standing Orders and Emergency Procedures, using the template developed to produce a site specific document. This is to be achieved in conjunction with local workplace OSH representatives and Fire Officers in relation to the use, deployment and management of CABA.

6.2 Minimum Response Requirements.

6.2.1 In accordance with the AS/NZS 1715, Safe Working Practices (7.9) and Rapid Deployment Training procedures, 2 officers, trained and equipped with the CABA is the minimum number of officers be available to respond and evacuate prisoners from locked cells and other confined spaces. Prisons shall ensure the availability of this minimum number, and this
shall provide the immediate capability to deploy officers to carry out an evacuation rescue function.

6.2.2 Rapid Deployment Procedures apply when:

- It is immediately clear that people are at great risk and in need of evacuation; and are either within view or known to be within a short distance of the entry point, or
- Dangerous escalation of the incident can be prevented by immediate and limited action
- Where possible another trained officer is, nominated as a Rapid Deployment Entry Control Officer, with responsibilities as prescribed within Standing Orders/Emergency Procedures
- As soon as is practicable, the officer in charge of the incident shall replace the Rapid Deployment Procedures with CABA control procedures (arrival of additional support CABA wearers, in multiples of two, deployed or called in to the incident)
- The response shall not expose the CABA wearers or other responding officers to an environment where there is an extreme risk of injury or harm.

6.3 Content

The Standing Order and Emergency Procedures developed shall reflect the legal requirements contained within the Western Australian Occupational Safety and Health Regulations 1996 and include such information relevant to the needs and circumstances of the particular prison. Suggested points include:

- rostering procedures of trained officers to ensure minimum response requirements.
- the determination of the quota of officers required to provide for a consistent trained workforce at each site.
- refresher training and compulsory wear arrangements.
- description of equipment provided.
- location of equipment within the prison and the means of access.
- procedures for checking and cleaning of equipment.
- procedures for regular caba maintenance.
- principles of deployment.
- rapid deployment procedures.
- standard procedures.
- post incident procedures and reporting requirements for officers.
Applicability
This Directive applies to those prisons where prisoners are secured in cells and / or the risk of fire requires the assisted evacuation of employees and prisoners. The prisons included are listed in Schedule A below. The Directive shall apply to other prisons, if they obtain CABA equipment.

Schedule A
- Acacia
- Albany
- Bandyup
- Broome (Multi purpose cells)
- Bunbury
- Casuarina
- Hakea
- Eastern Goldfields
- Greenough
- Roebourne

This Directive also applies to those officers in the Emergency Support Group that may respond to emergencies at any prison.

References
- AS/NZS Standards - Standard 1715, Standard 1716
- Occupational Safety and Health Regulations 1996 – Part 3, Division 3, Sub-division 1
- Operational Instruction 9: Emergency Management
- Prisons Act 1981 – s 36

Approved

Commissioner: Ian Johnson

Signature: 

Date: 28 March 2007

Policy Sponsor

Director, Security Services