



**ARCADIA FIRE DEPARTMENT  
STANDARD OPERATING GUIDELINE**

**HIGH RISE OPERATIONS**

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**Approved:** \_\_\_\_\_  
Michael E. Lang, Fire Chief

**PURPOSE**

The purpose of this guideline is to assure that all personnel are prepared to commence fire suppression or rescue operations immediately upon arrival at a fire in a high rise building while maintaining the highest degree of safety for all personnel.

The purpose of this guideline is to ensure an effective, safe, and efficient response to all high rise fire incidents.

**RESPONSIBILITY**

It shall be the responsibility of all Department personnel to follow this guideline when responding to a high rise fire incident to insure the safety of firefighters and citizens.

**SCOPE**

The High Rise Operations guideline shall be utilized at all fire incidents involving buildings five or more stories in height.

**PROCEDURE**

**FIRST IN ENGINE COMPANY**

- 1) Radio Size-Up
  - i) Structure Fires
    - a. Location of fire by address.
    - b. Description of occupancy.
    - c. Numerical floor height and type of occupancy, e.g., eight story high rise.
    - d. Products of combustion, e.g., fire, light/heavy smoke, nothing showing, etc.
    - e. Special instructions if needed (e.g., exposures, location of fire within stated structure).
  
- 2) Assume Incident Command
  - i) Responsible for the management of all incident operations.
  - ii) Plans and directs the overall strategy for control of the incident and establishes the organizational elements necessary to deal with the incident.
  - iii) Orders and/or releases resources and directs and coordinates staff activities.
  
  - iv) If unable to adequately manage incident due to immediate responsibilities (i.e. Rescue operations, firefighting...), pass command to arriving Battalion Chief or second-in Company Officer.

- 3) Lead Company into Building for Fire Attack/Investigation
- i) Proceed to lobby taking ALL company personnel, with appropriate equipment.
  - ii) Obtain information from security/building management.
    - a. What is the nature of the emergency?
    - b. Where is the emergency located?
    - c. Is there an alarm system annunciator panel in the building?
    - d. Is the building equipped with a Fire Control Room for emergency use?
    - e. What is the lobby phone number?
    - f. How many people are in the building at this time? (residential vs. office building).
  - iii) Obtain items from lock box, if provided.
    - a. Retain one copy of the building inventory sheet and ONE set of keys; remaining contents of lock box are to be used by the Lobby Control Officer.
  - iv) By the use of a safe route, proceed to the area where the emergency exists.
    - a. Captain determines means of ascent and relays stairwell identification to incoming companies.
    - b. If the Captain cannot communicate from inside the building with the incoming companies, the Engineer will stay outside with the apparatus to relay messages (when relieved, the Engineer reports to the Lobby Control Officer).
    - c. As the Fire Attack Team ascends, the officer should periodically report conditions in the building, including conditions on each floor, to the Incident Commander for information purposes and to assure adequate communications are maintained.
- NOTE: Elevators shall not be used as a means of ascent in a building under investigation for a fire emergency until it is determined by AFD personnel that the entire elevator shaft is not threatened with fire.
- v) The Fire Attack Officer shall evaluate the two floors below the reported fire floor for its use as a staging area and communicate this information to the Incident Commander. In addition, this officer should determine if the floor plan is adequate for use as a staging area.
- 4) Primary Responsibility is to Locate and Identify the Emergency and Determine its Scope
- i) The Fire Attack Team shall then locate the emergency, check for vertical extension and give a Follow-up Report.
    - a. What is burning?
    - b. Are occupants endangered?
    - c. What is the potential for vertical extension; interior and exterior?
    - d. What is the potential for horizontal extension?
    - e. What is the best route for resources going to staging? What is the best route for resources going from staging to the fire floor and above?

- ii) Company Officer assumes the role of Division (floor number) and attacks the fire.
  - a. If they cannot extinguish the fire, they must endeavor to protect the vertical openings and contain the fire until help arrives.
  - b. Division Supervisor must keep the Incident Commander informed as to progress and conditions in the fire area.

## **SECOND IN ENGINE COMPANY**

- 1) Water Supply
  - i) Supplying water to the FDC of the building will be the responsibility of the second arriving Engine Company.
- 2) Back-up Fire Attack
  - i) Once the FDC is supplied with water, the Captain and Firefighter(s) will report to IC and request a new assignment. (Typically backing up the fire attack team.)

## **FIRST IN TRUCK COMPANY (Lobby Control)**

- 1) Control Elevators and Vertical Access Routes (Stairwells)
  - i) Elevators--Recall and Location
    - a. Recall all elevators to the lobby, using the emergency service control, and secure them at that location; notify the Incident Commander of the elevator status.
    - b. Elevators shall not be used until it is determined that the shaft and all exits are not, or will not be threatened by smoke or fire and that there will be no disruption of electrical power
    - c. The judgment whether or not the elevators are safe for personnel use will rely heavily on reports from the Fire Attack Officer
  - ii) Stairwell Access
    - a. Stairwells shall be used for the initial ascent until the elevators can be verified by AFD personnel as safe for our use.
    - b. Designate stairwells for specific use. It may be desirable to designate specific stairwells for Fire Department personnel use and a secondary stairwell for movement of equipment or civilian evacuation.
    - c. Locate stairwell ground floor openings and open as necessary. Post personnel to control entry and direct civilians exiting the building (consider using APD personnel for this purpose).
- 2) Control Air Handling System
  - i) In the event of an actual fire, shut down the building's air handling system (consult building engineer, if available).
  - ii) Consider the use of the HVAC system in post-1974 buildings for smoke removal.
  - iii) Consider use of stairwell pressurization fans (automatic or manual operation) in building not equipped with HVAC smoke removal systems.
  - iv) Consider use of Fire Department blowers to effectively create or augment the natural flow of air in the stairwells.

- 3) Monitor Fire Control Room, Annunciator Panel & Building Communication System(s)
  - i) Check the annunciator panel to determine type and location of problem
  - ii) Using building public address system control evacuation, providing information and direction to building occupants.
- 4) Coordinate Logistical Support Between Base and Staging
  - i) Prioritize movement of personnel and equipment between Base and Staging.
- 5) Verify Fire Pump Operation
  - i) Buildings equipped with a fire pump, verify the buildings fire pump is operating
    - a. If the buildings fire pump is operating, the operating pressure must be transmitted through Lobby Control to the Incident Commander, or Operations if in place.
    - b. The engineer supplying the fire sprinkler FDC should pump 10 psi less than the pressure being supplied by the buildings fire pump. For example, the buildings fire pump is operating at 125 psi the engine's discharge pressure should be 115 psi. In this situation the buildings fire pump will continue to pump the fire sprinkler system. The object is to allow the buildings fire pump to supply the water until the demand for water becomes greater than the fire pump can supply.
    - c. If the engineer supplying the fire sprinkler system is pumping 10 psi less than the pressure being supplied by the buildings fire pump and the engine discharge pressure drops, the engineer must increase the discharge pressure to the original buildings fire pump pressure. For example, the buildings fire pump is operating at 125 psi and the engine's discharge pressure was at 115 psi but has now dropped to 85 psi, the engineer should increase pump discharge pressure to 125 psi. In this situation the engine is now pumping the fire sprinkler system.
    - d. During this pumping evolution, engineers should keep water flowing through the engines fire pump to keep the pump cool.

### **THIRD IN ENGINE COMPANY**

- 1) Establish Staging
  - a. Ascend by a safe route and set up Staging, typically two floors below the fire.
  - b. Staging is the assembly point where a reserve of personnel and equipment are maintained awaiting assignment within the building.
  - c. Announce Staging location over the fireground tactical channel.
- 2) Establish Base
  - a. Engineer to set base at least 200 feet from building and not in proximity to the command post and becomes Base Area Manager.
  - b. Initially reports to the Incident Commander and then to the Logistics Chief when that position is implemented.
  - c. Maintain a reserve resource level as determined by the Incident Commander.
  - d. Maintain level by requesting additional resources through Logistics to the Incident Commander.

