15.24 Scope:

This procedure is intended to provide a guideline when responding and determining a course of action when dealing with activated fire alarm situations.

15.241 Response:

Unless there is information given by the Communication Center, Police Department or Fire Department personnel that indicates that an actual emergency exists, the first apparatus from each company should be the **ONLY** apparatus to respond in the emergency mode while all other units respond non-emergency.

When additional information is received indicating that an actual emergency exists, all additional response units can upgrade to emergency mode.

When the Communication Center advises that the fire alarm is a "confirmed false alarm", the OIC shall continue to respond non-emergency to verify that it was indeed a false alarm and get information for the incident report. The OIC could request that the first due apparatus gets the information.

15.242 Procedures:

1. The first arriving unit shall do a size up to determine if an actual emergency exists (smoke or flames visible.

2. Establish command and when or if appropriate pass command to the next arriving unit.

3. If an emergency situation exists, take appropriate actions for the type of occupancy involved.

4. If no emergency exists, request that the Communication Center verify with the alarm company that a key holder has been contacted and/or responding.

5. Check the premise for a Knox Box.

6. Proceed to the Fire Alarm Control Panel to determine the status of the alarm system and indicate (alarm, trouble, or zone) possible reasons for the fire alarm activation. Also to assist with identifying the location(s) of the alarm system device(s) that may be causing the problem.

7. While a systematic inspection of the premises is taking place to determine the device(s) that activated the system, the Fire Alarm Control Panel can be silenced if a switch exists to do so, **but under no circumstance should the panel reset button be pushed at this time.**

8. If after a system inspection has been completed and a determination of what caused the system to activate cannot be found, allow the alarm system to remain in silence mode until the emergency contact person responsible for the occupancy resets the system. If the emergency contact person is not responding or has extended ETA, fire department personnel may reset the system and verify with the Communication Center for a restore.

9. If it has been determined that a pull station was inadvertently activated and there are no other devices activated, fire department personnel may reset the pull station if they have the proper tools available to do so. Fire Department personnel may reset the system and verify with the Communication Center for a restore.

15.243 Alarm device activation indicators:

Smoke detector activation is typically indicated by a L.E.D. located on the smoke detector that remains constantly illuminated. In some cases the l.e.d. flashes rapidly when the smoke detector is activated. Compare all smoke detector devices to assist in determining if the detector is activated or not.

Heat (thermal) detectors have no visible means of determining if they are activated.

Pull stations will typically have the activation member pulled down or out to indicate activation. Those pull station devices that have glass rods, will have the broken rod lying on the floor beneath the pull station. Attempt to recover the glass rod if needed for investigation. If not needed, properly dispose of the glass rod to prevent injuries.

15.244 False alarm definition:

False alarm is defined as any activation of an alarm system because of human, mechanical, lack of maintenance, negligent or electrical error.

15.245 Information transfer:

The first arriving unit should remain on scene and advise the emergency contact person (if they will arrive on scene within a reasonable time period) the alarm system condition and fire department actions.

If no emergency contact person is available, then the Incident Commander shall relay the alarm conditions to the building occupants present.