PROCEDURE

PRO-5000.04D  RESPONDING TO LOCAL SMOKE DETECTOR ALARM

Action by:     Action:

FM employee (or other person)  1. **Hears** or **informed** of a local smoke detector alarm.

2. **Calls** UPD Dispatch at 360-650-3911 and **provides** the exact location of alarm.

UPD Dispatcher  3. Upon receiving an indication of a local smoke alarm, immediately **dispatches** UPD Officer to the trouble site.

UPD Officer  4. **Responds** to building site and **checks** for presence of fire or smoke and audible whole-building alarm.

5. If fire or smoke is detected, **stays** outside and **notifies** UPD Dispatcher to immediately call the Bellingham Fire Department and initiate action for responding to a fire alarm as per TSK-BFA5000.04A, “Responding to Fire Alarm-UPD Officer”.

   a. If no whole-building alarm is audible, **pulls** building alarm station.

   b. **Follows** PRO-5000.04A, “Responding to Fire Alarm during Business Hours” or PRO-5000.04B, “Responding to Fire Alarm after Business Hours”.

UPD Officer  6. If **no** fire or smoke is detected, **goes** to the area of alarm to check situation.

8. If **all clear** with no fire/smoke, resets alarm or requests UPD Dispatch to call FM Tech Maintenance for a reset.

UPD Dispatcher  9. If during business hours, **contacts** FM Work Control to request Technical Maintenance as per PRO-5750.01A, “Calling out FM Personnel” to **dispatch** personnel to site of alarm.

10. If after business hours, provides after business hours call
PROCEDURE

Effective Date: 06/27/02, Rev 1. 11/7/16
Approved By: Director, Public Safety

POL BFA5000.04 Fire Alarm Response

PRO-5000.04D  RESPONDING TO LOCAL SMOKE DETECTOR ALARM

Action by: Action:

out per PRO-5750.01B, “Calling out FM Personnel after Business Hours”.