

	Dothan Fire Department POLICY	
	Policy Name:	Out of Service Life Safety System Communication
	Policy Number:	17
	Standard:	TBD
	Implementation Date:	February 5, 2019
	Date of Last Revision:	March 4, 2021
Authority:	Larry H. Williams, Jr, Fire Chief	

I. PURPOSE

To establish a policy regarding the proper procedure for a responding unit, when a Life Safety System (Fire Sprinkler, Fire Alarm, or Hood Suppression) is in need of being taken out of service or being placed on disregard. It is critical that information of this nature be properly communicated to the Fire Prevention Division, the Battalion Chief, and subsequent on-coming shift personnel.

II. POLICY

Any time a Company Officer, or Acting Officer is unable to resolve an issue with a Life Safety System, that maintains it as fully functional, prior to leaving the scene, their Battalion Chief and the On-Call Fire Prevention Officer must be contacted. When Life Safety Systems are off-line or on “disregard”, certain actions must be taken by the owner/occupant to fulfill the requirements of the Code. **Only the Fire Chief, Fire Marshal or Fire Prevention Officers can authorize a system to be taken off-line or placed on disregard.**

1. When a company officer, or acting officer finds a Fire Sprinkler System, Alarm System, or Hood Suppression System that cannot be repaired by the owner/occupant, the officer shall notify their Battalion Chief **and** request the Communications Center to contact the On-Call Fire Prevention Officer to call the Incident Commander (IC) or respond to the scene.
2. The Engine Company shall remain on scene until the On-Call Fire Prevention Officer, along with the IC, determines an appropriate course of action.
3. The Company Officer shall ensure the deficiency is documented in the station log book and shall pass along the information to the relieving officer. The pass on of information shall continue **each shift** until deficiency is repaired.
4. The On-Call Fire Prevention Officer will notify the Battalion Chief of the status of the system when a resolution is found and email all members. The Battalion Chief will also notate the deficiency in his/her log book and pass on to the on-coming Chief.

III. RESERVATION OF AUTHORITY

The Fire Chief reserves the authority to amend, modify, or change this policy.

IV. APPROVAL AND EFFECTIVE DATE

This policy is adopted and approved on this 4th day of March, 2021.

(Signature on File)

Larry H. Williams, Jr.

Fire Chief

DOTHAN FIRE DEPARTMENT