
Procedure	Effective Date	Rescinds
EMERGENCY EVACUATION	August 22, 1995	NEW

Reference

Franklin County Fire Chiefs

Norwich Township Fire Department SOG #5

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Purpose:

The purpose of this document is to provide a guideline for the operation at incidents or situations that may arise during the course of an operation. Each member is expected to know, understand and operate according to this guideline as each situation arises.

Responsibility:

- I. All officers are responsible for the training of firefighting personnel and for ensuring proper compliance with this policy.
- II. All members have the responsibility to adequately learn these procedures and carry out this policy.
- III. All members shall show reasonable judgment in their use of this policy.

Guideline:

- A. The Incident Commander and the Safety Officer are responsible for implementing this procedure for total structure/scene evaluation according to the guidelines presented in the procedure. All personnel operating at the scene of an emergency have the responsibility to pay attention to developing conditions and to inform superior officers of any dangerous conditions that are discovered or observed.
- B. For the purpose of this procedure the EMERGENCY evacuation of a structure/scene shall mean an evacuation that is initiated by the Incident Commander or the Safety Officer, because conditions are believed to pose an immediate and direct threat to the safety of personnel operating in or around the structure/scene. An EMERGENCY evacuation is to be ordered only when personnel are in imminent danger. An EMERGENCY evacuation should not be confused with an orderly withdrawal from positions that is ordered during a shift from an offensive to a defensive mode operation.
- C. All companies/personnel must communicate information on the conditions in their operating area to Division Officers. They should be particularly alert to the following conditions:
 1. **High heat conditions that could signal an impending flashover.**
 2. **Large volumes of smoke with an absence of a corresponding volume of flame, pulsing smoke that is alternately pushed from the building, condensation of brownish liquid on the inside of the windows. All of these are signs of an impending backdraft.**

3. **Cracks, bowing, or sagging of roofs, walls, or important structure members that could affect the stability of a structure.**
 4. **Any other conditions that pose an immediate threat to the safety of personnel operating on the fireground/emergency scene.**
- D. When a condition that seriously affects the safety of operating personnel is detected, the Division Officer or Incident Commander shall be notified immediately along with recommended course of action. At the same time steps shall be taken to remove threatened personnel from the danger area.
- E. If conditions exist making total evacuation of the structure/scene necessary, the Incident Commander or the Safety Officer shall initiate the evacuation signal.
- F. The evacuation signal shall be sounded as follows:
1. The initiating officer shall broadcast "EMERGENCY TRAFFIC" over the fireground radio frequency. This message shall be repeated by the dispatcher over the radio. On hearing the "EMERGENCY TRAFFIC" broadcast, all others on the frequency shall maintain radio silence, unless an emergency exists. This radio silence shall be maintained until the Incident Commander advises differently.
 2. The officer shall then broadcast the message "EMERGENCY TRAFFIC ALL PERSONNEL EVACUATE THE BUILDING". This message shall be repeated by the dispatcher over the radio. This message shall be repeated a minimum of 3 times.
 3. After the radio transmissions, "EMERGENCY TRAFFIC ALL PERSONNEL EVACUATE THE BUILDING" message, **all apparatus drivers shall immediately give a thirty second continuous blast on their air horns.** If personnel who are not radio equipped hear this signal they shall immediately initiate evacuation procedures.
 4. All companies shall immediately exit the structure/scene and report to the Division Officer that they are safely out of the structure/scene. If the Division Officer is unavailable, the senior ranking person in that division shall make a list of personnel in that sector who have safely evacuated the structure/scene. All personnel who are not assigned to a division or do not know who their Division Officer is, shall report to the Command Post.
 5. This evacuation is to be accomplished by the shortest available route. Hose lines and other equipment that may slow the evacuation are to be abandoned unless needed to effect safe escape.
 6. After exiting the structure/scene, all personnel shall proceed to a point outside the established safety perimeter where Company and Division Officers shall immediately initiate a Personnel Accountability Report (or "PAR") using established procedures. Once the PAR is completed, the Company or Division Officer shall report to the Command Post and inform the Incident Commander of their status.