

Fire at Dispatch Operations Center

Supersedes: 02-01-00
Effective: 10-31-14

Dispatch Operations personnel shall use the “R-A-C-E” plan to respond to fire or smoke conditions occurring at the Dispatch Operations Center.

RESCUE:

- Rescue / Remove people from immediate fire scene.

ALERT:

- Notify co-workers and Supervisor about location of fire or smoke.
- Notify the Boston Fire Department.
 - Fire Alarm “pull stations” are located in the following areas of the 4th floor:
 - Adjacent to “Strategic Planning” on 4-South
 - Left hand side as you exit bridge into 4-South
 - Left hand side as you enter bridge towards 4-South
 - Adjacent to exit doors on either side of 4-North Elevator area
 - Right side of hallway leading to Dispatch Operations Center
 - Right side, just inside secure area of Dispatch Operations opposite mailboxes
 - On wall between secure door to BFS and training Room
 - On wall just outside double doors near CMED
- Send an REQF via CAD to the Fire Department regarding size, location of incident.
- Dispatch appropriate EMS resources based on incident

CONFINE:

- Close all doors to area

EXTINGUISH:

- The Dispatch Operations Center is equipped with heat and smoke detectors and an automatic sprinkler system
- Fire Department Standpipes are located in stairwell outside CMED, adjacent to the 4-North Elevator, outside the Police Commissioner’s Suite and in the 4-South Stairwell.

EVACUATE:

- The decision to evacuate the facility shall be a decision based upon multiple factors and shall include coordination by all supervisory personnel on site. Prior to ordering an evacuation, caution should be exercised assuring that evacuation is the only alternative.
 - Fire exit next to CMED leads out to Ruggles Street Side of the building.

- Fire exits on either side of 4-North Elevator lead down to the North lobby
 - Fire exit at 4-South end of the building leads out near parking lot.
- The supervisor shall ensure that all wheelchair bound or injured personnel are assisted down the stairs by on scene EMS or BPD personnel.
- All evacuated EMS personnel shall assemble at the ventilation stacks in the rear of the building near the Southwest Corridor park for roll call per the BPD evacuation plan.

[See Related SOP: Evacuation of Primary PSAP]