



Wintergreen Fire and Rescue Standard Administrative Policy	
Subject:	Alarm Activations
Reference Number:	FIRE 02-007
Effective Date:	25-Jan-05
Last Revision Date:	7-Jan-21
Signature of Approval	Curtis Sheets, Chief

Purpose:

The purpose of this SOG is to create a uniform procedure on how to respond, investigate, and terminate alarm activations.

Policy:

The first in engine will park in the most appropriate location to establish a connection to the sprinkler system if applicable, and needed.

The second in engine should secure the hydrant and prepare to connect if needed.

Personnel in full protective gear will proceed to the alarm panel and establish the reason for the activation.

No alarm is to be silenced until it is deemed there is no threat to occupants.

No alarm is to be reset until the cause has been determined.

If a cause can't be readily determined the entire structure shall be checked thoroughly by personnel in full protective gear. Once it is found to be secure and the situation is under control the situation can be terminated.

The shift Captain will notify the property manager and the Deputy Chief via e-mail so activation patterns in commercial and multi-dwelling structures may be monitored.