
	STANDARD OPERATING GUIDELINE			
	OPERATIONS			
	EMERGENCY SCENE EVACUATION SIGNAL			
	Effective: 01/Jan/91	Revised: 28/Dec/2020	S.O.G. #: O-313	

1.0 Objective

1.1 The purpose of this guideline is to establish procedures for notifying personnel working on the scene of an emergency when to evacuate the building or hazard area.

2.0 Responsibility

2.1 It is the responsibility of all Department personnel to understand the procedures documented in this Standard Operating Guideline.

3.0 Implementation

3.1 In the event that a serious problem would arise on the scene of an emergency, it is imperative that all personnel be notified as to when to evacuate a structure or area of operation.

3.2 Personnel operating inside a building, below ground level, or areas of high hazard, are not always able to see changes in conditions that may affect their safety. It is for this reason that the following guideline will be used as the evacuation signal:

3.2.1 If the emergency scene or area of operation must be evacuated, the notification to evacuate will be accomplished through the sounding of apparatus air horn(s) with each blast of the horn not to exceed ten (10) seconds in duration, followed by a ten (10) second period of silence, repeated three (3) times.

3.3 Personnel should evacuate to the safest possible position outside of the building or away from the emergency scene as quickly and safely as possible. Once outside of the danger area, Company Officers should report to their Branch Directors, Group/Division Supervisors or the Incident Commander as to the statuses of their companies.

3.4 At the time the evacuation order is given, the Incident Commander should institute a roll call to determine the status of all fire companies and to ensure their safe exit from the hazard area.

4.0 Reference

- 4.1 Highland Park Fire Department
- 4.2 NFPA 1500, A.8.1.11

Approved:  Fire Chief