

LOS PINOS FIRE PROTECTION DISTRICT STANDARD OPERATING PROCEDURE



TITLE	NUMBER	EFFECTIVE DATE	REVISION DATE
PREPLAN PROGRAM	103	July 30 th , 2003	

GENERAL

The Los Pinos Fire Protection District recognizes the importance and value of premise information in regards to firefighter safety as well as strategic and tactical decisions. This preplan program will provide an opportunity for shift personnel to visit and gather important information about a structure or facility, as well as providing an opportunity to do a “walk-through” for familiarization.

COMPLETION SCHEDULE

Each shift shall complete one initial preplan per month. Updates to preplans will be provided on an as needed basis (i.e., a change of occupancy) until all commercial businesses and buildings in the district are finalized. After completion of the first round of preplans, updates will be assigned on a regular schedule. Preplans will be submitted to the deputy chief for review by the last shift of the month. Shift personnel will also assist in the development of a data base of commercial occupancies for the district.

PREMISE SELECTION

Structures or locations that pose high hazard to life, high fire load, or the presence of hazardous materials are considered priority locations for preplanning. Convenience stores and small businesses are secondary candidates for preplans. Attached buildings (strip malls) are to be identified on one preplan.

PREPLAN FORMAT

A standard preplan form shall be used along with the standard symbols (see attached). When possible, side “A” of the building should face the bottom of the paper. Typed or legible handwritten print text is required on the form. The addresses of attached buildings are to be shown on the block map. Drawings, symbols and lettering shall be as large as practical to allow for easy reading.

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USE OF PREPLANS

Each emergency vehicle in the district shall carry the preplans in a three ring binder in alphabetical order by street name. While responding to any incident in a commercial building, personnel (other than the driver) will check for and review the preplan. It is understood that units with a relatively short response time may not be able to accomplish this task. Other incoming units will need to review the preplan, and relay information on water supply or other critical hazards to the first arriving company via radio.

Larry Behrens

Larry Behrens, Fire Chief

July 30th, 2003

Date