

FIRE PROCEDURES

This order outlines procedures for officers at fire scenes, and includes duties of the supervisors and command personnel.

I. PROCEDURES

A. DUTIES OF PATROL OFFICERS. When at the scene of a fire, follow these procedures:

1. **NOTIFICATION.** Notify Communications Division if the fire is "on view" and ensure that your field supervisor is notified.
2. **TRAFFIC CONTROL.** When requested by the Fire Department, perform traffic and crowd control.
3. **FIRE LINES.** Prohibit unauthorized persons within the fire line perimeter. Persons authorized to enter within the fire line perimeter are:
 - a. The Mayor, police officers, firefighters and emergency medical personnel.
 - b. Persons with valid permits.
 - c. Postal and Public Utilities employees, if in the performance of their duties.
 - d. Officials and employees of the San Francisco Port Commission, if the fire is on a wharf, pier or bulkhead under its jurisdiction.
 - e. Owners, tenants and employees of buildings endangered by fire.
 - f. Reporters with current press cards; however, they are not allowed to enter the affected building(s). Also see DGO 8.09, Media Relations.

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B. DUTIES OF PATROL SERGEANTS. When notified of a fire, follow these procedures:

1. **RESPONSE.** Respond to the scene.
2. **NOTIFICATION.** Notify the lieutenant of conditions at the scene.
3. **COMMAND POST.** If necessary, establish a command post and set up fire lines. Maintain them until relieved by a superior.

C. DUTIES OF LIEUTENANTS. When notified of a fire in the district, follow these procedures:

1. **RESPONSE/NOTIFICATION.** Respond to the scene when there is a second or greater alarm (see DGO 8.01, Critical Incident Notification).
2. **COMMAND POST.** Establish a command post and enforce fire line restrictions.
3. **SECURITY.** Detail an officer to protect the premises if the owner or agent cannot be located.
4. **REPORTS.** Ensure that all necessary reports are prepared.

References

DGO 8.01, Critical Incident Evaluation and Notification
Section 623 Municipal Police Code
Event Management Manual, SFPD