

LAKWOOD FIRE DEPARTMENT
STANDARD OPERATING GUIDELINES

SOG NUMBER: 301.16	EMERGENCY OPERATIONS
DATE IMPLEMENTED: DECEMBER 9, 2019	TITLE: ELEVATOR EMERGENCY
DATE REVISED:	

PURPOSE:

These provisions are designed to provide a structured approach for safe Elevator Emergency Operations for Firefighters.

SCOPE:

This guideline shall apply to all Fire Department Personnel.

INITIAL STEPS OF STALLED CAR:

1. Crews must first locate the stalled elevator. The OIC shall confirm whether or not the elevator is stalled and if there are occupants trapped in the Car.
2. Identify the number of trapped occupants, determine if any medical emergencies exist and reassure them that Emergency personnel are working to assist in this situation.
3. Ask Occupant to determine if “Emergency Stop” button has been activated. If so, instruct them to reset the Emergency Stop button.
4. Assign a firefighter w/ Radio to Electrical Panel that controls the elevator system to isolate the electricity to the machinery. Wait approximately 1 minute before restoring the power to the Elevator Electrical Panel. The Firefighter will remain at the electrical panel until the OIC reassigns.
5. If available use the fire service recall key and activate the Phase One recall. This should return the elevators in that bank to the Lobby.

OCCUPANT REMOVAL OF STALLED CAR:

1. Assign a firefighter w/ Radio to the Electrical Panel that controls the elevator system and to deploy the **Lock Out/Tag out** system to isolate the electricity to the machinery. The Firefighter will remain at the electrical panel until the OIC reassigns.
2. Use elevator keys to open the *hoist way doors* closest to the area of the stalled car and utilize the tools to trip the interlock thus opening the door to the car (forcible entry bag).
3. Do not force open the elevator doors unless an occupant is suffering from a medical emergency and conventional methods are not applicable.

ELEVATOR CAR EVEN WITH HALLWAY:

1. Elevator car that is stalled within 2 feet of the floor landing. Use elevator keys to open the *hoist way doors* and utilize the tools to trip the interlock thus opening the door to the car.
2. Chock the *hoist way doors* open to prevent closure.
3. Assist the occupants from the Elevator Car to EMS if needed.
4. ***Lock Out/Tag out remains until proper maintenance personnel are on scene for repairs.***

ELEVATOR STUCK BELOW THE HALLWAY:

1. Elevator car is about 3 feet below the landing. Use elevator keys to open the *hoist way doors* and utilize the tools to trip the interlock thus opening the door to the car.
2. Chock the *hoist way doors* open to prevent closure.
3. Assign a firefighter to drop into the car with a step ladder.
4. Use a small step ladder in the car to assist in removal of the occupants to EMS if needed.
5. ***Lock Out/Tag out remains until proper maintenance personnel are on scene for repairs.***

ELEVATOR CAR ABOVE THE HALLWAY:

1. Elevator car that is stalled about 3 feet above the floor landing. Use elevator keys to open the *hoist way doors* and utilize the tools to trip the interlock thus opening the door to the car.
2. Must block the opening to the shaft below the elevator to prevent accidental fall.
3. Utilizing a step-ladder on the landing floor to assist the occupants out safely to EMS if needed.
4. ***Lock Out/Tag out remains until proper maintenance personnel are on scene for repairs.***

ELEVATOR CAR THAT IS STALLED BETWEEN FLOORS:

1. Expedite the Elevator repair technician to assist with this emergency.
2. Attempt to access occupants from top of elevator car.
3. Use attic type ladder to assist occupants out of car and onto nearest landing above the stalled car.
4. Request Mutual Aid from for Technical Rescue Team as per Alarm Assignment.
5. Request Chief Officer if span of control increases.
6. Request EMS for extended operation.