

TLF - Fire Safety and Evacuation Procedures

7052.1 GENERAL INFORMATION FOR EMPLOYEES

- (a) Every Housing Unit Guard Station and the Shift Commander's Office will have a copy of the evacuation routes for the area.
- (b) Automatic closing fire doors and curtains will not be blocked or tied open. Fire doors may be opened to go through but must then be closed immediately. No unauthorized tampering of automatic fire equipment is allowed.
- (c) All employees will be instructed on the use, types and locations of facility firefighting equipment inside and outside the facility. Employees are responsible to know the location and function of equipment in their assigned work area.
- (d) No employee shall enter an occupied housing unit or cell alone during a fire.
- (e) Fire hoses and deluge systems will only be used with the permission of the Shift Commander.
- (f) Fire incidents will be described in Jail Incident or Crime Reports. Copies of the reports will be sent to the Fire Department as required.
- (g) Summoning the Fire Department's response shall only be done at the Shift Commander's direction.
- (h) Fire drills will be conducted periodically. Actual movement of inmates during fire drills will only occur with the Division Commander's approval.
- (i) All proposed facility-purchased furnishings must meet or exceed all facility fire safety material requirements prior to purchase.
- (j) There are designated primary (red) and secondary (green) exit routes throughout the facility to permit prompt evacuation of visitors, inmates and staff during an emergency.
- (k) All fire exit doors will be clearly marked, kept clear of obstructions and be tested frequently for proper operation.
- (l) Effective 04-13-92 and thereafter, the Theo Lacy Facility will be a smoke free environment. As of this date smoking anywhere on the facility will be prohibited. All smoking materials including matches are considered contraband and will be handled as a violation of jail rules.
- (m) Combustible materials will not be stored in plumbing chases or any other room not specifically designated as a combustible materials storage room.

7052.2 USE OF SELF CONTAINED BREATHING APPARATUS (SCBA)

- (a) Theo Lacy Facility Self-Contained Breathing Apparatus Locations:



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Custody and Court Operations Manual

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Custody and Court Operations Manual

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Custody and Court Operations Manual

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Custody and Court Operations Manual

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Custody and Court Operations Manual

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Custody and Court Operations Manual

TLF - Fire Safety and Evacuation Procedures

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Orange County Sheriff-Coroner Department

Custody and Court Operations Manual

TLF - Fire Safety and Evacuation Procedures

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Custody and Court Operations Manual

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Custody and Court Operations Manual

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Orange County Sheriff-Coroner Department

Custody and Court Operations Manual

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Orange County Sheriff-Coroner Department

Custody and Court Operations Manual

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Orange County Sheriff-Coroner Department

Custody and Court Operations Manual

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Custody and Court Operations Manual

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7052.11 EMERGENCY ELECTRIC OPERATIONS

- (a) During an interruption of electric power, a battery powered lighting system will immediately activate. (No time delay.)
- (b) During an interruption of electric power, the diesel generator (900 KW) located at ground level in the programs utility yard (east end) will activate within ten (10) seconds of a power interruption.
- (c) The emergency lighting system will supply 10% of all lights in the facility initially.
- (d) The emergency power system in the 30% stand-by power mode will supply:
 - 1. 30% facility lighting (includes all EXIT signs).
 - 2. All three elevators.
 - 3. All air handlers on the roof will operate at reduced volume. If a smoke alarm activates then only the affected air handler will continue to work while the other three stop.

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Custody and Court Operations Manual

Orange County Sheriff-Coroner Department

Custody and Court Operations Manual

TLF - Fire Safety and Evacuation Procedures

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Custody and Court Operations Manual

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Custody and Court Operations Manual

TLF - Fire Safety and Evacuation Procedures

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Custody and Court Operations Manual

TLF - Fire Safety and Evacuation Procedures

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Orange County Sheriff-Coroner Department

Custody and Court Operations Manual

TLF - Fire Safety and Evacuation Procedures

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