



Training Floor Wardens

Floor Warden Training - Instructor Outline

Introduction

Goals:

To ensure that high rise floor wardens are knowledgeable about their duties and responsibilities as required by Chapter 4 of the California Fire Code and Title 19 California Code of Regulations (CCR) § 3.09.

Objectives:

Floor wardens should be able to:

- describe the emergency evacuation procedures in case of fire.
- describe the role of floor wardens in the evacuation process.
- identify special situations or individuals in the workplace that may require an emergency response different than the standard response.
- describe the basic operation of building life safety systems as they relate to the evacuation process.

Materials:

Your building's emergency evacuation procedures

- Handouts (obtained from Sunnyvale Department of Public Safety)

High Rise Tenant Safety, Duties of Floor Wardens

- Video (obtained from Sunnyvale Department of Public Safety) High Rise Evacuation

Instructor Information

Factors of High Rise Fires

High rise complexity

High rise fires are more complex than fires in other buildings because of the number of people occupying the building and the distances they must travel to evacuate, the building's size, and the physical challenges to firefighters in tackling the fire. Because of these factors, well trained staff are vital to the proper handling of a fire emergency.

Major causes of fire

The major causes of fires in high-rise buildings are smoking materials, electrical, flammable liquids such as organic oils/solvents used in remodeling, and arson.

Fire Safety Teaching Guide #1203

Fire Response Plans

Become familiar with your facility's fire and life

Prior to your program, become familiar with your facility's fire and life safety equipment. Know which of the following your building has, as well as their location.

- Manual pull alarms
- Fire extinguishers
- Tenant fire hose
- Emergency phones
- Automatic door unlocks
- Pressurized shafts
- Smoke detectors
- Alarm monitoring
- Heat detectors
- Exit doors & stairwells
- Voice alarm system
- Sprinklers
- Fire doors

Emergency evacuation procedures

It is important for your high rise to have updated Emergency Evacuation Procedures. A simple one page handout or part of a handbook on building emergency evacuation procedures should be provided to all occupants - including those who work in the building. In addition, the Sunnyvale Department of Public Safety requires a formal Evacuation Plan. This more formal document details the function of the fire emergency, as well as serves as an information resource to be used during an emergency. A copy of this document is to be filed with the Fire Command Center.

Controlled evacuation with zoned alarm system

The majority of high-rise buildings have zoned alarm systems. This means that only the floors in the direct vicinity of the fire are evacuated. The minimum number of floors to be evacuated is the floor above and the floor below.

Recommended evacuation instructions for high-rise buildings with a zoned alarm system are to remain on a floor where the alarm is sounding to enter the exit stairwell, designated outside meeting place. This controlled method is used only once.

The reason for this controlled evacuation is twofold:

- 1) Initial evacuation is limited to those people in the direct vicinity of the fire due to construction features, occupants on more distant floors, and the time it takes for the alarm to reach them.
- 2) Due in part to the large number of building occupants and the time it takes for them to reach the stairwells and the opportunities for injury or death in the stairwells.
- 3) The majority of high rise buildings have pressurized stairwells. When a fire emergency system is activated, fans pump air into the stair and elevator shafts. This pressurization helps keep smoke from entering the stairwells.