

Santa Barbara City Fire Department - Standard Operating Procedures Prevention Operations	Code: P-V-1
Identification of Target Hazards	
Chpt: V Target Hazards and Pre Plans	Revised: 3/9/12 Pages: 4

I. PURPOSE

A. To provide Santa Barbara City Fire Department members a means to identify Target Hazards within their respective areas of the City, to gather pertinent information in a standardized format, to catalog the information in an easily retrievable manner and to disseminate the completed pre-plans to affected fire companies.

II. DEPARTMENT POLICY

A. It shall be the responsibility of each Company Officer to complete Target Hazard Pre-Fire Plans within their respective sub-districts within the assigned time frames. Further, he/she shall see to the timely updating of their pre-fire plans during routine fire prevention inspections or sooner should a significant change in that Target Hazard come to their attention. A copy of all completed pre-plans shall be forwarded to the Training Officer, through the member's respective Battalion Chief, so that a current master file can be maintained.

III. DEFINITION

A. A Target Hazard is any occupancy that presents a high risk of life loss, injury or property loss should a fire, explosion, chemical accident, earthquake, or any other structural weakening incident occur in that building or surrounding area.

B. FACTORS TO CONSIDER ARE:

1. The types of materials stored or handled.
2. The processes being undertaken within that structure or area.
3. The type of construction involved.
4. The size of the building and/or occupant load.
5. The immobility of the occupants, i.e., rest homes, hospitals.

IV. PROCEDURE

A. The Target Hazard identification and pre-planning program shall be divided into 4 phases:

1. Engine Company sub-district survey
2. Building or area survey.

Identification of Target Hazards

3. Target Hazard pre-plan formulation and cataloging.
4. Target Hazard Book updating.

B. PHASE I - Engine Company Sub-District Survey

1. This beginning phase requires the Engine Company to drive their respective sub-districts to establish a written list of the known and possible Target Hazards within their area. Copies of the list shall be forwarded to the Engine Company's Shift Battalion Chief and to the Training Officer who will track the progress of the program and maintain a Master File copy of the completed Target Hazard Pre-Plans.

C. PHASE II - Building or Area Survey

1. Phase II requires the Engine Company to actually visit each building or area shown on their sub-district survey list and using the guidelines for determining what is a Target Hazard as established in this S. O. P. Due to the nature of most Target Hazards the Fire Prevention Bureau is responsible for the inspection of these sites. If this is the case, the Fire Inspector who is doing the inspection should contact the Company Commander who is responsible for that sub-district and schedule an inspection time to walk through the Target Hazard together. If there is a conflict due to schedules the Fire Inspector will gather the pertinent information and start the Pre-Plan. He can forward this information to the Company Commander so that he can expedite the Pre-Plan or schedule a time to meet at the Target Hazard and go over the Pre-Plan information.

2. The building surveys may be accomplished in one of two manners:

a) When that building's inspection comes up in the normal rotation of the Fire Prevention Inspection Program, a combination inspection/building survey will be done.

b) On an accelerated program if the Company Officer wishes, and time permits, the Target Hazard Pre-plans may be completed as quickly as time allows. If this method is chosen, a fire prevention inspection should be completed, also, if that building or area is due for one.

3. The building survey phase requires a responsible party, i.e. manager or owner to accompany you in order to provide access to any locked areas and to answer any questions you might have. During this phase you will be gathering all the pertinent information needed to put together a complete pre-plan when you return to quarters. This will include but is not limited to:

a) A rough sketch of the building layout and surrounding area.

b) Entrances/exits, stairwell locations, fire escapes, elevator shafts.

Identification of Target Hazards

- c) Utility shut-off locations.
 - d) Sprinkler hookup locations, standpipe hookup locations.
 - e) Primary Exposures.
 - f) Alarm panel location.
 - g) Knox box location
 - h) Special hazards firefighters might encounter
 - i) Occupant load as determined by the Fire Prevention Bureau.
 - j) Hydrant locations.
4. Does not have to be a room by room layout unless there is some reason you feel that such a detailed layout is critical. In most cases, etc., would suffice.
5. Use of photos, satellite maps, drawings, etc. with arrows indicating entrances, stairwells, standpipe locations, utilities, etc. will help accomplish the objective.

D. PHASE III - Target Hazard Pre-Plan Formulation and Cataloging

1. This phase is where the final product is produced. On your return to the station, after the building survey is completed for a given building or area, your entire crew should sit down to put together the Target Hazard Pre-Plan.
2. Send a completed copy to the Training Officer for the Master File.
3. Cataloging and Special Information Book
4. In order to provide a standardized format for keeping the Target Hazard Pre-plans and other special information, a Special Information Book shall be established and carried on all fire company apparatus. This book will consist of, from front to back of book order, a section for each of the following:
 - a) Target Hazard Pre-Plans, in alphabetic order by street name and numerical order by street address.
 - b) A section for any other special building information. An example would be an apartment complex diagram to assist in locating apartments on medical emergency calls and certain pertinent County and Montecito map pages.

E. PHASE IV - Updating Target Hazard Pre-Plans and Additions

Identification of Target Hazards

1. The pre-plans should be updated during the annual or biannual fire prevention inspection.
2. If any change has occurred, the pre-plan should be changed to reflect that change, and an updated copy sent to the Training Officer.
3. Through the process of new construction and change of occupancy use, the occasional addition of a new Target Hazard Pre-plan will be required. The procedure set forth in this S.O.P. shall be used when making up these new Target Hazard Pre-Plans.