

High-Rise Procedure Appendix 2

Lobby Control Supplemental Information

General Description:

Lobby Control is a critical function of a high-rise incident, and serious consideration should be given to establishing the LOBBY CONTROL function early on in the incident. The initial duties of the Lobby Control officer are to gain control of the building systems, make contact with building representatives that have an intimate knowledge of the structure and engineered features, and control evacuation and fire department traffic in the building.

Lobby Control is usually the first point of entry accountability checkpoint at most high-rise incidents. As a high-rise incident expands, so does the role and importance of Lobby Control. That being said, the IC should assign an aide to assist the LOBBY CONTROL officer as soon as resources become available.

Initial Priorities

Although every high-rise incident is dynamic, investigation usually begins with an officer reporting to the fire alarm panel, meeting with a representative, or both simultaneously. Once the general floor or problem area is discovered, a crew will be assembled for recon or fire attack/rescue duties. Accountability is also established at this time.

Establishing Lobby Control with an early arriving officer may serve as the initial IC, or will assist the IC greatly in the preservation of Life Safety for both the building occupants and the firefighters. Lobby Control will identify floors and areas that are in alarm, allowing crews to grasp the scale of the incident.

Lobby Control can also use the building intercom to give directions to the occupants (shelter-in-place, evacuation floors, and evacuation stairwells). LOBBY CONTROL will ensure that the elevators have been recalled to the main egress floor (*see elevator operations*), and begin accountability.

Lobby Control must also identify if any sprinklers are activated, and the type/location of any standpipe risers to be used. If the building fire pump is having issues maintaining adequate pressure for firefighting operations, a determination must be made by the IC whether to troubleshoot the issue, or turn off the system and supply the risers solely with FD pumpers. (*See Appendix for detailed standpipe operations*)

HVAC systems will also have to be monitored, disabled, or placed in outside ventilation mode if appropriate, and utilities in the hazard area will have to be secured. Making contact with a building manager and/or maintenance representative will be extremely beneficial to Lobby Control in order to assist in these and other duties. As the incident progresses, stairway access will have to be protected and evacuation and attack stairwells will have to be identified by crews in the fire area and announced by Lobby Control to all crews entering the building.

Considerations

Assignment to the Lobby Control position is a challenging but critical task in a high-rise fire. Pre-Incident Planning will assist any high-rise incident, but it is especially beneficial to the individual assigned to Lobby Control. Knowing what building and safety features the property has, their location, and understanding how they work will help facilitate efficient operations.

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Initial considerations and responsibilities for the Lobby Control Officer are listed below.

- In the absence any command staff, a crew should be sent to investigate/mitigate the fire, and command should be established by the next arriving officer from the panel/lobby area. As the incident escalates, the officer at the alarm panel/fire control room may be the best suited to be the Lobby Control Officer.
- In addition to checking the alarm panel for trouble, utilize any security cameras on elevated floors to check conditions form floor to floor.
- Locating a representative from the building can be indispensable. Locate a building manager, maintenance supervisor, security guard, or HOA representative.
- Use the building intercom to calm and direct occupants to evacuate or shelter-in-place based on the incident and their floor location.
- Check to ensure all elevators have recalled to the main egress floor. Remember, all elevators may not automatically recall based on the integration of the elevators and the alarm system. The Elevator Control Firefighter can be used for this function.
- A firefighter should be assigned to check operation of the buildings fire pump if equipped and report to Command/Lobby Control.
- Any building riser equipped with pressure regulating valves should be reported to Command and Driver Engineers on scene.
- Lobby Control should maintain accountability in the building. This includes the destination of crews entering and leaving the building.
- Lobby Control should monitor the Simplex Channel (along with Command and RIT) with an additional radio in case of poor radio communications on 800 MHz
- Lobby Control should direct crews to the attack stairwells once designated, and ensure clear pathways for occupant egress.