

PURPOSE

To provide the supervisor (Incident Command, Branch, Division or Group) a guide for the rescue, evacuation, or assistance of a person(s) trapped in an elevator.

PROCEDURE

1. Make contact with person trapped in elevator. Determine if there is an immediate need for removal; or is the situation stable enough to allow elevator personnel to arrive.
2. Assign personnel to the elevator mechanical room to maintain control of all elevator systems (with maintenance personnel when possible). Communications between the mechanical room and rescue teams must be maintained at all times.
3. Make contact with the onsite maintenance or security staff who are responsible for the elevators.
 - A. Work with the onsite maintenance or security staff that is responsible for the elevators.
 - B. Moving the elevator car or opening doors should be performed by an elevator technician in all non-emergent situations.
4. District personnel will only perform an elevator rescue when an immediate need for rescue exists.
5. DO NOT force elevator doors to remove a person that is not in immediate life-threatening danger; either by medical problems or injury.

KEY CONSIDERATIONS

- Consider calling for the Technical Rescue Team if rescue is complicated or involves specialized equipment.
- Remember that portions of the shaft may be similar to, or considered a confined space.