

# ELEVATOR RESCUE OPERATIONS

## INITIAL ACTIONS

- Meet with building security, maintenance, manager, engineer, responsible party
- Retrieve Elevator Keys (machine room / lobby) from Knox Box/responsible party
- Confirm elevator company is enroute / request ETA
- Determine elevator type – Hydraulic vs Traction Electric. This will help determine location of machine room. 6 floors or less expect hydraulic elevator system
  - Hydraulic machine room typically on first floor near elevator bank
  - Traction Electric machine room typically on the roof
  - Machine Room-Less (MRL's) have an equipment room located randomly (PREPLAN).
- Send one crew member with Lock Out /Tag Out and force tools/keys to machine room
- Locate stalled elevator (Reports from Metro / call-back #/hydraulic fluid level)
- Establish number of people in car, condition of people, medical emergency?
- Explain plan for rescue to occupants.
- Perform necessary rescue procedures – SEE BELOW
- When rescue is complete **DO NOT RESTORE POWER**
  - Leave elevator OOS and “locked out” if no RP on scene.
  - Inform elevator mechanic of all actions taken. If no mechanic on scene leave info with RP

## RESCUE OPERATIONS

- Perform Elevator “Reboot”
  - Shut down main power to the affected car by utilizing the numbered breaker that corresponds to the car for a minimum of 30 seconds. Then restore power.
  - Ensure you DO NOT turn off the cab lights / AC breaker.
- Perform Phase 1 elevator recall from elevator lobby using firefighter service key if available
- Shut down the main power to the affected car and lock-out / tag-out
  - Leave cab lighting and AC breaker “**On**”
- Access stalled elevator car by picking / poling hoistway doors
- Pick / pole the hoistway door at the landing where the car is stalled
- Pick / pole the hoistway door at the landing above where the car is stalled and then utilize poling down technique to open hoistway door.
- If there are side by side elevators, utilize Phase II firefighter recall to control functioning car at the landing of the stalled car. Utilize poling across technique to open hoistway door of stalled car.
- If car is stalled between floors consider drifting car so it is even with landing (hydraulic only)
- Consider top hatch removal of occupants
- Forcible entry of lobby doors as a last resort
- **DO NOT RESTORE POWER – INFORM MECHANIC OF ALL ACTIONS**

## POWER DOWN & LOCKOUT/ TAGOUT PRIOR TO PERFORMING RESCUE PROCEDURES