



CHINO VALLEY INDEPENDENT FIRE DISTRICT FIRE PROTECTION STANDARD

KEYED ENTRY SYSTEMS POLICY

STANDARD # 117

REVISED 01/02/08 PAGES 2

PURPOSE

To establish a policy for standardization of keyed entry systems required for emergency access to or within structures.

SCOPE

The policy shall apply to all structures and areas where immediate access is required for lifesaving or firefighting purposes, as defined by the authority having jurisdiction.

AUTHORITY

2007 Edition of the California Fire Code, Section 506. When access to or within a structure or an area is unduly difficult because of secured openings or where immediate access is necessary for lifesaving or firefighting purposes, the Chief shall authorize a keyed entry system to be installed. The type installed and the location of the installation shall be approved by the Chief.

BACKGROUND

There are situations that require fire department personnel to gain immediate access into a structure or area to perform emergency operations. In the past, the inability to gain access has resulted in costly and unnecessary damage to property and potential loss of life if access is hampered or delayed.

PROCEDURE

Key Box Entry System: All structures determined to require a key box entry system shall conform to the following:

- A. The type, location and elevation of the key box entry system shall be determined by the Fire Prevention Bureau having jurisdiction.
- B. A tamper switch shall be provided for the key box entry system when the building is equipped with a monitored alarm system (security or fire alarm). The tamper shall be on a separate zone. If it is a non-monitored building the key box entry system shall be placed at a minimum height of 6' feet.

- C. Existing occupancies that are not provided with a key box entry system may be required to participate if deemed necessary by the Chief.
- D. Applications for approved key box entry systems may be obtained from the Fire Prevention Bureau. Upon completion by the applicant, they shall be returned with a check made out to the system vendor for approval and authorized signature of a member of the Fire Prevention Bureau.
- E. The applicant shall install the system in accordance with Fire Prevention Bureau requirements.
- F. Once installed, the applicant shall notify the Fire Prevention Bureau and provide labeled keys, (i.e. business name, address, suite), on a key ring to be placed into the system, so that access may be made into the structure as required by the Chief.

Electric Key/Switch Entry System: Contact the Fire Prevention Bureau having jurisdiction regarding local requirements for this type of entry system, as not all jurisdictions allow or use this type of system. (See Standard #116 Access into Gated Communities.)

Padlocks: Contact the Fire Prevention Bureau having jurisdiction regarding local requirements for this type of security appliance.