

8. FIRE SENSING AND ALARM SYSTEM:

EMERGENCY ACTION:

If the fire alarm sounds:

1. Evacuate the building unless it is an obvious false alarm, i.e. smoke from the kitchen or workmen setting off the alarm.
2. If it is a false alarm go to the control box located on the south wall between the two sets of double doors on the Bond Street entrance. Press the SILENCE key, then 1955.
3. Call 911 and tell them it is a false alarm.
4. Also call East Cascade Security 541-389-0015 and tell them the circumstances.

DESCRIPTION:

Smoke and temperature sensing devices are located throughout the building including the elevator. If a fire is detected, flashing light and sound alarms will go on in all rooms and hallways. An alarm signal is also immediately sent to East Cascade Security who monitors the system 24 hours a day 365 days a year. They will then call 911. If the fire sprinkler system or the kitchen range system suppression systems are activated that will also send a signal to East Cascade Security and they will call 911. After they call 911, East Cascade Security will try to reach someone from the church by using a list of that the church has provided them.

The fire alarm electrical control panel is the red box on the south wall of the storage/basement area and it is generally of interest only to the Security Company or electricians.

OPERATION:

To turn off alarm, see above.

The following instructions are posted above the control box:

TO SILENCE THE ALARM—PRESS "SILENCE KEY" plus "1955"

If it is a false alarm, call 911 to stop the fire trucks.

Also Call East Cascade Security, 541-389-0015, so they know what happened.

See the operator's guide in the trustee's file if more information is needed.

MAINTENANCE

In addition to monitoring the system the church also has a contract with East Cascade Security¹, 385-0123 to test the system & check smoke and heat detectors twice annually. This includes a smoke test of the elevator. The above phone number is for sales and service. The 389-0015 number is for the monitoring.

Note: Fire Pro has a contract to inspect all fire extinguishers, exit signs, emergency lighting, fire sprinkling system, and kitchen range fire suppression system.

SYSTEM INSTALLER & MONITORING OFFICE:

System was installed by Bend Fire Protection but the church had a \$5,000.00 dispute with them and we now use East Cascade Security or Fire Pro for all fire related work.

¹ East Cascade Security is still listed in the phone book but they have been purchased by Vianet and they in turn have been purchased by Sound Net.