

*Monroe Township Fire Prevention Bureau*

*District #1*

*24 Harrison Avenue  
Monroe Township, New Jersey*

*08831*

*(732) 251-0900 Ext 4*

*Ernest Zih, Fire Official*

**Date:** October 15, 2014

**Monthly Report:**

**Inspections:** See attached:  
Smoke detectors still busy, : Busy trying to complete the year. Smoke detector also still very busy.

**Investigation :** Lani Street covered by covering District II.  
Fire Company and Construction Office

**Inspections:** Busy trying to complete the year. Smoke detector also still very busy.

**Money;** See attached, will work on budget for next meeting. Soon as Fire Prevention slows down

**Fire Prevention:**

Completed one of three days at Woodland , trailer and assembly .

Mill Lake School, Academy Learning Center , Day Care Centers next week as posted. Will start Operation Holy Smokes for smoke detectors and Fire Prevention will start after that.

**Office:**

Chair update/ saga

Purging files, old files retained in plastic containers

Monroe Township Bureau of Fire Prevention  
 Inspection System Database Status Summary for: 09/15/2014 to 10/31/2014  
 Printed: 10/15/2014 Page: 1

Registrations:

Life Hazard: 33  
 Local: 107  
 Closed: 59  
 Total: 199

	Regist. fees	Inspect. fees	Permit fees	Penalty fees
Priors, payment:	4 400.00	0 0.00	0 0.00	0 0.00
Priors, waived:	0 0.00	0 0.00	0 0.00	0 0.00
Billed this per:	2 200.00	0 0.00	0 0.00	0 0.00
Payments:	0 0.00	0 0.00	0 0.00	0 0.00
Waived:	0 0.00	0 0.00	0 0.00	0 0.00
Due:	2 200.00	0 0.00	0 0.00	0 0.00

	Ded. Penalty
Priors, payment:	0 0.00
Priors, waived:	0 0.00
Billed this per:	0 0.00
Payments:	0 0.00
Waived:	0 0.00
Due:	0 0.00

Inspections:	Local	LHU	Smoke Detector Insp:	16	280.00
Periodic:	0	1	Misc. Permits:	0	0.00
Re-inspect:	2	5	Other Misc. Fees:	0	0.00
Complaint:	0	0	Annual Permits:	0	0.00
Follow-up:	0	0	Misc. Penalties:	0	0.00
Other:	0	0			
Total:	2	6	Correspondence:	27	

Note: Amounts paid and waived include partial payments and fee reductions.

Correspondence form description

Number sent

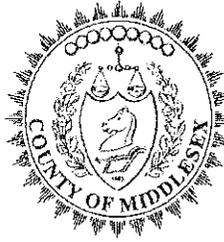
Certificate of Inspection	12
Notice of Violations, with list and explanation	6
Violations list, no notice, no explanation	7
Inspection Report Worksheet - Blank	2

Ronald G. Rios  
*Freeholder Director*

Carol Barrett Bellante  
*Deputy Director*

Kenneth Armwood  
Charles Kenny  
H. James Polos  
Charles E. Tomaro  
Bianquita B. Valenti

*Freeholders*



**COUNTY OF MIDDLESEX  
DEPARTMENT OF PUBLIC SAFETY AND HEALTH**

**Division of the Fire Marshal**

H. James Polos  
*Chairperson, Public Safety and Health  
Committee*

John A. Pulomena  
*County Administrator*

Joseph W. Krisza  
*Department Head*

John F. Ferguson  
*Director*

Michael Gallagher  
*Fire Marshal*

To: All Fire Officials

From: Michael Gallagher, Fire Marshal

Date: September 26, 2014

Subject: School Lockdowns

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With the beginning of the 2014-15 school year, I am requesting all Fire Officials meet with their local officials and review your School Lockdown Plan with respect to the N.J.A.C. 5:70-3,404.1. There has been a significant concern regarding simultaneous school lockdown and the activation of the fire alarm system as well as the discovery of an actual fire during the lockdown.

The Division of Fire issued a bulletin: 2008-1 directing all local enforcing agencies to allow for a written school lockdown policy that establishes criteria for the silencing of the fire alarm system and addresses evacuation or the sheltering in place of occupants during a school lockdown. The policy should also address the activation of a fire alarm system and/or the discovery of a fire during the lockdown. It must include a mechanism that establishes a unified command structure during such incidents and will address representation from the fire service within the unified command.

Each local Fire Official should adhere to the following recommendations:

1. Have local enforcing agency or representative on the School Lockdown Guideline Committee.

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2. Have an active role in the unified command when School Lockdown is activated.
3. Work in conjunction with law enforcement to create a written policy that establishes criteria for the silencing of the fire alarm system and address evacuation of the Sheltering in Place of occupants during a School Lockdown.
4. Work in conjunction with law enforcement to establish a policy for the activation of the fire alarm system and/or discovery of a fire during the lockdown.
5. Plan regular meetings with representatives from the school, Police Department, Fire Department, OEM, Rescue Squad and any other agency that will need to be in the School Lockdown Group.
6. Address all concerns from the Fire Department as to their roles and responsibilities for the School Lockdown.

Officials, most situations that require a school "Lockdown" will be considered a police emergency and therefore police will be the IC (incident commander). However, we all must work and train together, collectively implement policies and procedures to assure that when an emergency does occur, the emergency is mitigated rapidly, effectively, and in unison.

Should you have any questions or need additional information, please feel free to contact my office.

Cc: Joseph Krisza, Department Head, Public Safety & Health  
Robert Merkler, Prosecutors Office



DEPARTMENT OF COMMUNITY AFFAIRS  
Division of Fire Safety  
PO BOX 809  
Trenton, New Jersey 08625-0809



# BULLETIN: 2008-1

Issue Date: March 12, 2008

**SUBJECT:** School Lockdowns

**REFERENCE:** F703.4 Evacuations

In July, 2007 the Attorney General issued a directive to all local law enforcement agencies through the county prosecutor's offices regarding school lockdowns. Unfortunately, this directive did not address fire alarm activations or the discovery of a fire during a school lockdown.

The AG's directive mandates that each law enforcement agency develop policies for addressing various types of school lockdowns. As such, each school must comply with these mandates and develop plans that address these situations.

A significant concern regarding school lockdowns is the activation of the fire alarm system as well as the discovery of an actual fire during the lockdown. From the law enforcement perspective fire alarm activations are often used by perpetrators to force the occupants into a vulnerable position where harm can be inflicted. Additionally, law enforcement cannot communicate effectively over the sound of an activated system. From the fire service perspective it is necessary to immediately evacuate a school upon the activation of the fire alarm system. The commonality of these seemingly conflicting positions is the safety of the children and occupants of the school.

We understand that law enforcement and school officials have already established, or are in the process of establishing policies to comply with this directive. A significant piece of the policy should address fire alarm activations, the silencing of the system during school lockdowns, as well as when the occupants should or should not evacuate for a fire alarm activation during a school lockdown situation. It is imperative that the fire official and fire suppression forces be part of this process and understand the issues facing law enforcement during a lockdown incident. These policies should be specific as to the actions and responsibilities of the school, law enforcement and the fire service during school lockdowns.

Therefore, the Division is directing all local enforcing agencies to allow for a written school lockdown policy that establishes criteria for the silencing of the fire alarm system and addresses evacuation or the sheltering in place of occupants during a school lockdown. This policy should also address the activation of the fire alarm system and/or the subsequent discovery of a fire during a lockdown. It must include a mechanism that establishes a unified command during such incidents and address representation from the fire service within that unified command structure during these types of emergencies. The Division is in the process of developing model policies to assist local officials to develop their own policy.

If a written policy does not exist, or if the fire official has not been part of the development and approval of a policy that does exist, the failure to evacuate during a fire alarm activation or the silencing of the fire alarm system, even under a school lockdown situation, should be viewed as a violation of the Fire Prevention Code (F-504.1 and F-703.4).

This Bulletin will remain in affect until replaced by a formal amendment to the Fire Prevention Code that addresses school lockdown situations.