

3.2.3.5 Forcible Entry-Gaining Access



YOUR ORGANIZATION
STANDARD OPERATING PROCEDURES/GUIDELINES

TITLE: Forcible Entry-Gaining Access

SECTION/TOPIC: Tactical-Strategic Guidelines

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PREPARED BY:

APPROVED BY:

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These SOPs/SOGs are based on FEMA guidelines FA-197

1.0 POLICY REFERENCE

CFR

NFPA

NIMS

2.0 PURPOSE

This standard operating procedure/guideline addresses forcible entry activities, to include lockouts of residences and automobiles and use of lock and/or knox boxes in emergency and non-emergency situations.

3.0 SCOPE

This SOP/SOG pertains to all personnel in this organization.

4.0 DEFINITIONS

These definitions are pertinent to this SOP/SOG.

5.0 PROCEDURES/GUIDELINES & INFORMATION

5.1 Forcible entry activities:

FORCIBLE ENTRY

Whether it is for rescue or firefighting we need to know how to gain access when there are locked doors, windows, or gates in the way.

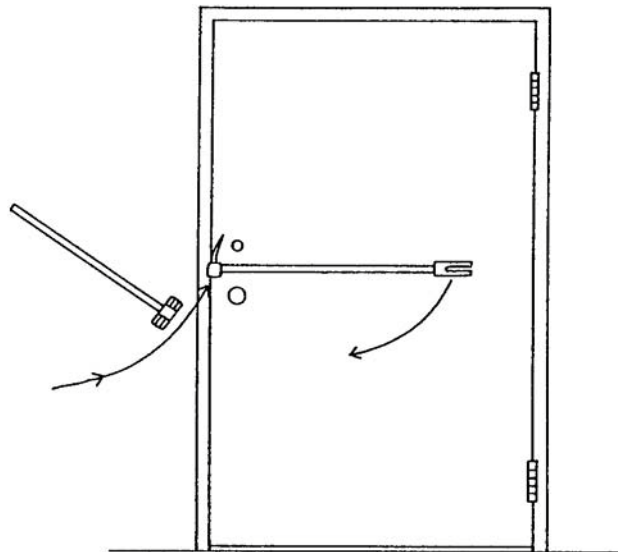
First check to see if the barrier is indeed locked, try before you pry. Then quickly ask if there is a key handy from a KNOX box or responsible party. This may save a lot of time and damage. KNOX boxes should be marked on the maps and preplans.

Basic tools: flathead axe, haligan, sledge hammer, pry bar, and bolt cutters.

Advanced tools: slice pac, circular saw, air bags, rabbet tool, and Hurst tool.

Doors:

You can tell the way a door swings by the side the hinges are on. If you can see them it opens toward you. These are the easiest to force.

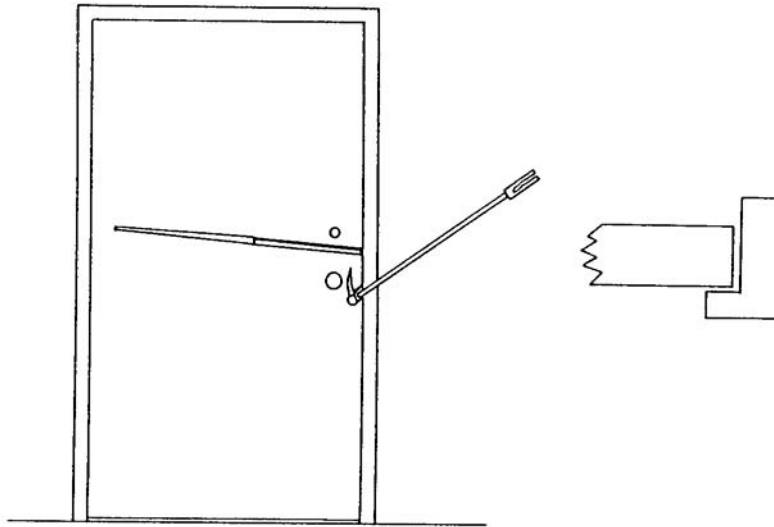


Forcing a Out Swinging Door

- Place the flat blade (adz) of the haligan above the bolt with the arm across the door.
- Strike the haligan with a sledge hammer, driving it between the door and the jamb.
- Pull the arm toward you. This will either pry the bolt from the strike or break it. If you have trouble

with the latch, pull the pins from the hinges and pry from that side. If you can't pull the pins, cut the hinges off with the slice pac or circular saw.

If you cannot see the hinges, the door swings away from you. This type of door is more difficult to force as the latch is hidden by the stop, especially if the jamb is rabbeted.



Forcing a In Swinging Door or Rabbeted Jamb

- Use the rabbet tool to force, driving the wedge portion between the jamb and door and using the hydraulic cylinder pump to force the door away from the jamb.
- If the stop is nailed on, pry it off and use prying tools to force in.
- If rabbeted and you don't have a rabbet tool: Drive the pry bar into the jamb above the bolt and try to pry the bolt from the strike.
- Drive the adz of the haligan below the bolt to hold the distance of the pry bar spread and reset the pry bar. The flathead axe can also be used as a wedge.
- Continue prying and wedging until you can get the pry bar past the jamb and pry the door.

If the door has metal reinforcing plates covering the areas you need to pry, you may have to cut the lock mechanism from the door with a metal cutting blade on the circular saw, or the slice pac.

On a metal door with only a cylinder key hole and guard showing, if prying is not working, try using the fork of the haligan and placing it under the circular guard ring and driving it off. The key plug should come out. Then you should be able to work the bolt mechanism with a screwdriver. You may have to start the process with the adz.

On double swinging doors try to pry the one that is not latched at the floor and jamb, using the adz of the haligan with the arm across the door.

Some metal roll up doors have a cross bar that locks on both sides from the inside. You can cut one side or the other to try and find the release, the operators switch if it is electric, or chain if mechanical. Probably the fastest is to cut a large upside down "V" in the center of the door with the saw or slice pac. This will fall in and give you entry. If you can pry the door up enough to slip an air bag under it the lifting force should break the latch.

Glass doors are expensive. Consider an adjacent window before breaking.

Windows:

Usually windows are easier to break and may be less damaging than forcing a door. One firefighter can enter and open the door from the inside. Make sure and clean the glass from the frame with an axe to prevent injury. Break the window high while standing at the side with your tool.

Tempered glass, Lexan, and the like, are very hard to break. You should try another entry. If this is the only choice, hit in a corner with the pick of an axe.

Casement windows, break a pane and reach in to unlock and work the crank. They are real time and labor intensive to break away from the frame.

Barred windows are usually set into block. The settings must be broken free from the block with a sledge hammer.

Fences, walls, and gates:

If the fence is not too high it can be bridged with an A frame ladder or 2 straight ladders lashed together, or facing each other beam by beam on either side of the fence.

If a gate is locked with a padlock and chain, use bolt cutters on the chain close to the lock. This allows the owner to re-secure.

If the gate is mechanical, the mechanism must be disconnected to operate the gate. Look for a pin or bolt before cutting.

A padlock is designed to take a lot of abuse and is hardened steel. If you can hit down on the body of the lock with a hammer it will usually snap open. The mechanism holding it closed is the weakest point.

Breaching walls can be done in several ways, but should be a last resort. On wood frames use normal cutting tools. Block that is not reinforced, use a sledge hammer to fracture and mark the perimeter of the breach, and then strike in the middle. Reinforced block must have the concrete broken from the rebar and the rebar cut with the slice pac or saw. A small breach can be done next to a tough door to reach in and unbolt it from the inside.

Aircraft:

The doors and windows are usually reinforced and difficult to force, more so on commercial airlines. The easiest is to go through the skin which is light aluminum and bracing is minimal. The hydraulic and power lines are just below the floor which is about 3' below the windows on airliners. Avoid serious injury by cutting above the floor. Drive a flathead axe and use the cutting tips on the HURST tool. Once entry is made a door can be opened from the inside.

5.2 Lockouts of residences :

5.3 Lockouts of automobiles:

5.4 Use of lock and/or knox boxes in emergency and non-emergency situations:

Emergency Access to Buildings using a KNOX Box

It is the policy of the City Fire Department to not carry keys for any building or property, either public or private. To have emergency access to a building, the owner must provide a KNOX box high security key control lock box on the building. The KNOX box will contain keys to the building, diagrams, etc. as agreed upon between the property owner and the fire chief. Only fire department personnel designated by the chief will have keys to the KNOX box.

If a KNOX box and keys have been provided, use the following procedure when answering an alarm for a building:

Enter the building or areas of the building for which keys have been provided, determine the extent of the problem, take corrective action as necessary, and have the dispatcher notify the owner of the findings. If the owner does not arrive, secure the property before leaving the scene, if possible. The

officer in charge of an incident should notify the dispatcher when a knox-box has been opened and the keys used and when the keys have been re-secured in the knox-box and the box locked. Any officer who loses his or her keys should notify the chief immediately.

If a knox-box and keys have not been provided, use the following procedure when answering an alarm for a building:

If there is any indication of fire (smoke, odor, flame, heat, water gong sounding, sound of water running, etc.), use forcible entry. Take any corrective action as necessary, and have the dispatcher notify the owner. If the owner does not arrive, secure the property with available means.

If none of the above indications of fire are not found, have the dispatcher notify the owner that nothing was found, and leave the premises. Do not attempt entry. Any further consequences of this action will then be the owner's responsibility.