

Standard Operating Procedure VEHICLE LOCKOUTS	PEORIA FIRE DEPARTMENT Operations 206.22P Rev. 9/29/04
--	---

PURPOSE

The purpose of this policy is to establish guidelines for assisting citizens with vehicle lockouts.

POLICY

In an effort to enhance customer service, Fire Department personnel will be authorized to attempt to unlock or enter a vehicle if called upon to do so. It will be the department's policy to always respond to said incident if dispatched by the Phoenix Alarm Room. If a request is made outside of the normal 9-1-1 system, it will be up to the discretion of the senior Fire Department representative to determine whether or not the crew is available to perform this function.

Whenever Fire Department personnel respond to a vehicle lockout call, crews will explain to the customer the potential for damage to the vehicle through entry efforts and obtain a release from liability statement in the presence of a police officer or other competent witness (See attached waiver form). Crews should not attempt to unlock a vehicle or force entry into a vehicle if the responsible party refuses to sign the waiver form, unless an extenuating circumstance exists, which results in an immediate hazard to life or property. Example of such hazards would include:

- Individuals locked in the vehicle
- A need to retrieve items from the vehicle expeditiously
- Assist in the removal of vehicle from a hazardous area
- Other situations that may prove appropriate based on the discretion of the senior Fire Department representative

Approved: 
 Robert McKibben, Fire Chief

10/13/04
 Date

Standard Operating Procedure VEHICLE LOCKOUTS	PEORIA FIRE DEPARTMENT Operations 206.22P Rev. 9/29/04
--	---

FORCED ENTRY ASSISTANCE WAIVER

In consideration of the assistance provided by the Fire Department of the City of Peoria in gaining a forced entry to my motor vehicle, which has been made a my direct request, I hereby:

- 1) certify that the motor vehicle for which I have requested the assistance of the Fire Department in gaining entry is owned by me or that I am entrusted with possession of said motor vehicle by the lawful owner thereof;
- 2) verify that I am aware, or have been made aware, that there is some risk that damage may result to my vehicle by the Fire Department's performing the forced entry which I have requested;
- 3) release and agree to hold harmless the said Fire Department and the City of Peoria, its employees, agents, and representative from any and all liability for any damages or injury which the aforementioned motor vehicle or I may suffer as a result of the forced entry assistance requested from any cause whatsoever;
- 4) acknowledge that this release of liability and agreement given by me to the said City of Peoria, its employees and agents, shall apply as to any right of action that that might accrue to myself, my heirs and my personal representatives; and
- 5) further agree to assume all risks involved in requesting forced entry assistance by the City of Peoria Fire Department and am fully aware of the dangers involved.

Date _____

Citizen Requesting Forced Entry _____

Address _____

Phone _____

Plate # _____ VIN # _____

Witness _____ Company/Shift _____