



# FIRE PROTECTION PROCEDURES

FOR SURFACE SYSTEM  
OPERATORS

## PHONE NUMBERS

CHICAGO FIRE DEPARTMENT  
FI 7-1313

RADIO DISPATCHER  
CTA TELEPHONE - 2345  
PUBLIC TELEPHONE - MO 4-7200  
(ASK CTA OPERATOR FOR RADIO  
DISPATCHER)

# PROCEDURES TO BE FOLLOWED IN THE EVENT OF FIRE ON A CTA BUS

Upon first indication that a bus is on fire, the safety of the passengers must be the first consideration. All employees must make every effort to prevent the passengers from becoming panic-stricken or leaving the bus while it is in motion.

An Operator observing another bus on fire must stop his bus, take his fire extinguisher, and assist in any way possible.

## ON MOTOR BUSES, THE OPERATOR WILL:

1. Stop the bus and open all doors
2. Apply the handbrake and shut off the ignition
3. Discharge the passengers
4. Request a passenger or bystander to call the Fire Department
5. Close the fuel shut-off valve at the tank (Propane only)
6. Use the fire extinguisher
7. Notify the Radio Dispatcher
8. Keep bystanders clear and allow no smoking near the bus
9. Do not attempt to restart the bus

## ON TROLLEY BUSES, THE OPERATOR WILL:

1. Stop the bus and open all doors
2. Apply the handbrake and put bus in neutral
3. Discharge the passengers
4. Request a passenger or bystander to call the Fire Department
5. Remove the trolley poles from the wire
6. Attempt to put out the fire
7. Notify the Radio Dispatcher
8. Do not replace the trolley poles

# OPERATOR'S RESPONSIBILITIES

## CHECKING CONDITION OF FIRE EXTINGUISHER

Before pulling bus out of station, check the fire extinguisher to make certain that it is in working condition. If extinguisher fails to meet requirements, obtain another before pulling out.

When making a relief, check the fire extinguisher to make certain that it is in working condition. If extinguisher fails to meet requirements, call Radio Dispatcher and request another extinguisher.

(See "Procedures for Checking Condition and for Operating Fire Extinguishers," page 3)

## OPERATION OF FIRE EXTINGUISHER

In the event of fire, every Operator must be able to operate any type fire extinguisher with which his bus is equipped.

(See "Procedures for Checking Condition and for Operating Fire Extinguishers," page 3)

## REPORTING FIRE EXTINGUISHER WHICH HAS BEEN USED

If bus is in service, call the Radio Dispatcher and request another extinguisher.

If bus is being pulled in, leave extinguisher on Operator's seat and indicate on Sign-In Sheet that extinguisher has been used.

# PROCEDURES FOR CHECKING CONDITION AND FOR OPERATING FIRE EXTINGUISHERS

## DRY CHEMICAL TYPE FIRE EXTINGUISHERS

This type extinguisher contains a dry chemical and a sealed cartridge of compressed gas. To determine whether this type extinguisher is in working condition,

### Check These Points:

1. Extinguisher is in place
2. Safety pin or collar is properly sealed

### To Operate:

#### Lever-Operated Extinguisher:



1. Remove safety pin
2. Push down hard on lever located at top of extinguisher (this punctures cartridge)
3. Hold extinguisher by handle in vertical position
4. Grasp nozzle on end of hose, squeeze lever and direct discharge at base of fire, rapidly sweeping the entire area of the fire



#### Valve-Operated Extinguisher:

1. Remove safety pin
2. Turn wheel on top counter-clockwise as far as it will go
3. Grasp nozzle on end of hose, squeeze lever and direct discharge at base of fire, rapidly sweeping the entire area of the fire



#### Bumper-Operated Extinguisher:

1. Pull off locking collar
2. Turn extinguisher upside down
3. Strike bumper knob hard on ground to puncture gas cartridge
4. Grasp nozzle on end of hose, squeeze lever and direct discharge at base of fire, rapidly sweeping the entire area of the fire