

Yakima County Fire District 12 West Valley Fire Department

Training Facility Security

To Open Facility

Use swipe card to enter WEST SIDE ENTRY **ONLY** (will not work on any other exterior door).

Turn lights on in hallway, men's and women's restroom.

Turn on lights in Classroom B (first classroom from door entered, light switches on left side, west wall).

Proceed to front foyer entrance, key hanging on sprinkler drain pipe (west wall) unlock front doors, hang key back on pipe.

Turn on front foyer lights.

If using Classroom A along with Classroom B, turn on lights in Classroom A (east wall next to chair storage doors).

To Close Facility

Use key hanging on sprinkler pipe to lock front entry doors, check to be sure they are latched and locked.....**you may have to open and close door to get it to latch properly.**

HANG DOOR KEY BACK ON PIPE ALONG WITH ENTRY SWIPE CARD.

Turn off front foyer lights.

Turn off classroom lights.....both Classroom A and Classroom B.

Turn off lights in men and women's restrooms.

Turn off hallway lights (recessed wall lights do not turn off).

Check to make sure you have all of your belongings and keys are hanging on sprinkler pipe in entry.

Alarm System shuts off from time of entry swipe and automatically rearms at 11:00 pm.

The rest of the Facility's alarm system is armed. Do not enter Administration area or Apparatus Bay's even if doors are unlocked. Motion sensors are located throughout building and will automatically dispatch authorities.