
Emergency Operations

Book:	3 Emergency Operations
Chapter	IV - Firefighting
Subject	6 – Fire in U.S. Mailbox/Postal Installation
Code	3-IV-6
Revised	10/28/2003

6.01 Purpose

To provide an effective method of handling fires in United States mailboxes and postal installations.

6.02 Policy

It shall be the policy of Jersey Village Emergency Services to follow this procedure as outlined in the event of fires in United States mailboxes and postal installations.

6.03 Procedure

- a. Have Communications contact the postal authority and request that a representative respond to the scene.
- b. If possible have Communications provide you with a phone number to contact the postal authority directly.

6.04 Control

Control mailbox fires, if possible, without breaking open the boxes.

6.05 Extinguishment

- a. Use CO2 or Dry Chemical to extinguish fires in mailboxes. Avoid the use of water or foam if possible.
- b. Be cautious of disturbing any evidence that might lead to the cause and origin of the fire. United States Postal Authorities shall be responsible for the investigation of all fires involving Federal Postal Property.

6.06 Exposed Contents

If the contents of a mailbox are exposed, a member shall remain at the scene until the arrival of a postal authority representative.