



Department of Public Safety

Mitchell J. Brown, Director

Division of Fire

Ned Pettus, Jr., Fire Chief

3675 Parsons Avenue
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City of Columbus
Mayor Michael B. Coleman

Owner/ Agent
Address
City, St. zip

March 17, 2003

Re: High-Rise Safety Program

Dear Sir or Madam:

This letter is an introduction to the High-Rise Safety Program coordinated by the Columbus Division of Fire.

This program is designed to address topics such as evacuation in case of fire or other emergency, fire extinguishing, general fire prevention practice, as well as other pertinent emergency procedures. Quarterly inspections of your building will be conducted.

Building owners, or their authorized agents, have a responsibility to provide a safe environment for their tenants, employees and guests. Building owners and occupants also have a large monetary investment to protect. The High-Rise Safety Program has been formulated to help you accomplish this task.

A lieutenant with the Columbus Division of Fire is assigned to every high-rise within the City of Columbus. The lieutenant shall be known as the "High-Rise Safety Officer" for the assigned building. The high-rise safety officer is the liaison between the owner/agent and the Division of Fire.

We ask for your cooperation in designating a representative of your organization to serve as contact person for the program and we would appreciate your full support.

Our goal with your help is to achieve the ultimate in fire and life safety in every high-rise environment. If you have any questions or concerns please feel free to contact the Fire Prevention Bureau at 645-7641 extension 5606 or visit our website at www.columbusfire.org

Sincerely,

Gregory A. Paxton
Assistant Chief
Fire Prevention Bureau

Training Bureau
3639 Parsons Avenue
Columbus, Ohio 43207-4054
(614) 645-6360
Fax (614) 645-3214

Administration Bureau
3675 Parsons Avenue
Columbus, Ohio 43207-4054
(614) 645-8308
Fax (614) 645-3040

Support Services Bureau
3639 Parsons Avenue
Columbus, Ohio 43207-4054
(614) 645-6385
Fax (614) 645-0110

Fire Prevention Bureau
3639 Parsons Avenue
Columbus, Ohio 43207-4054
(614) 645-7841
Fax (614) 645-6637

Emergency Services Bureau
3639 Parsons Avenue
Columbus, Ohio 43207-4054
(614) 645-4128
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