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| Owner<br><b>EH&amp;S</b>  | DOC. NO.<br><b>Fire-Impairment</b> | REV.<br><b>01</b> | DATE<br><b>04/01/2020</b> |
| DOC. TITLE<br><b>Fire Detection and Suppression Impairment Policy</b> |                                    |                   |                           |

# Fire Detection and Suppression Impairment Policy

Document No.: EHS-F002

Revision: 02

EH&S Authorization: *Richard A. Mears*

Richard A. Mears

## Document Change Record

| Revision | Date       | Authority | Description of Change                 | Paragraph |
|----------|------------|-----------|---------------------------------------|-----------|
| 1        | 05/10/2019 | R. Mears  |                                       | all       |
| 2        | 04/01/2020 | R. Mears  | Change over to FM Global Insurance Co |           |
|          |            |           |                                       |           |
|          |            |           |                                       |           |
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## Fire Detection and Suppression Impairment Policy

Fire detection and suppression which includes, but is not limited to single station smoke detectors, monitored fire alarm and sprinkler systems, standpipe and fire department connections, fire hydrants, fire pumps, post indicating valves (PIV) and water supply lines, as well as carbon dioxide, FM-200, Inergen and kitchen suppression systems and fire extinguishers are all integral pieces of the Amherst College Life Safety Program.

With the exception of single station and system smoke detectors in our rental properties, all detection and suppression systems on campus are continuously monitored by the Amherst College Police Department.

### Emergency Response

Any activation from a fire alarm system, with the exception of Rental Housing properties is automatically transmitted to the Amherst College Police Dispatch Center. Depending on the type of alarm, supervisory or trouble condition, the dispatcher will request the response of the most appropriate department(s), including, but not limited to the Amherst College Police Department, Amherst Fire Department and/or the Amherst College Facilities Department(s) electrical and/or mechanical shops.

- **Exception** – Amherst College Police Dispatch does receive fire and associated alarms from Joseph Smith House, 522 South Pleasant St., which is a Rental Housing property.

In the event a problem has been identified with any fire detection or suppression system, the Amherst College Police Dispatch Center will notify the Facilities Electrical or Mechanical Shop and/or Environmental Health and Safety for both corrective action and reporting protocols.

- When required, a Fire Watch or other appropriate protocol (depending on building, occupancy or availability of other life safety systems) will be established, in accordance with the requirements of Amherst College Environmental Health & Safety and the Amherst Fire Department.
  - If the system(s) are not immediately repairable, notification is reported to the Amherst Fire Department and other applicable representatives of the College. In addition, system concerns are also reported to the appropriate insurance company(s)
    - **FM Global, Commercial Property Insurance Boston Office**  
1175 Boston-Providence Turnpike  
PO Box 9102  
Norwood, MA 02062  
United States
  - Environmental Health and Safety shall notify the Amherst Fire Department and our insurance carrier when any impairment is identified.
- Impairment tags shall be placed upon the detection or suppression system to indicate that the system is down and that appropriate guidelines and protocols are in place to protect person(s) and property.

| <b>FIRE ALARM / SPRINKLER SYSTEM WORK PERMIT</b>   |             |
|--|-------------|
| Date: / /  | Time: _____ |
| Building: _____  |             |
| Fire Alarm will be in: <b>ALARM</b> or <b>TROUBLE</b>  |             |
| Work (In-House) performed by:  |             |
| <input type="checkbox"/> Electric Shop   | M - _____   |
| <input type="checkbox"/> EH&S  | M - _____   |
| <input type="checkbox"/> Mechanical Shop   | M - _____   |
| <input type="checkbox"/> Plumbing Shop   | M - _____   |
| Work (Outside Contractor) performed by: _____  |             |
| Contact: _____   |             |
| Cell Phone #: _____  |             |
| Systems affected by this Work Permit:  |             |
| <input type="checkbox"/> Fire Alarm  |             |
| <input type="checkbox"/> Kitchen Suppression Systems   |             |
| <input type="checkbox"/> Sprinkler System  |             |
| <input type="checkbox"/> Vault Suppression System  |             |
| <input type="checkbox"/> <b>Sensor Detectors must be covered for Hot Work activities.</b>  |             |
| <input type="checkbox"/> Hot Works Permit acquired?  |             |
| <input type="checkbox"/> Detector covers removed when area is not occupied.  |             |
| <input type="checkbox"/> Daily log must be kept which indicates when covers are installed and removed.                           |             |
| <input type="checkbox"/> Notify Amherst College Police Dispatch after repairs have been completed (413) 542-2291                 |             |
| <input type="checkbox"/> Contact EH&S when repairs are initiated and completed (413) 542-2254, as required by Insurance Company. |             |



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## **Alteration, Construction, Demolition and Renovations**

If fire detection and suppression systems in buildings are being altered, modified or removed, proper protection for the property must be established. In accordance with the requirements of the Massachusetts State Building and Fire Prevention Regulations, 780 CMR and 527 CMR, respectively, the fire detection and suppression systems the system(s) must be maintain as long as possible for reasons of life safety and property preservation.

- Not less than one (1) standpipe shall be provided for use during construction, and standpipe(s) shall be installed when the progress of construction is not more than 40' in height above the lowest level of fire department access
  - They shall be provided with fire department hose connections at accessible locations adjacent to usable stairs.
    - They shall be extended as construction progresses to within one floor of the highest point of construction having secure decking/flooring
  - Buildings being demolished, which has a standpipe system, shall be maintained in operational condition, and shall not be removed more than one floor below
  - Standpipes can be temporary or permanent, with or without water supplies, provided it meets the requirements of 780 CMR 9

Under no circumstances unless approved by the Department of Environmental Health and Safety shall a fire detection or suppression system be completely or partially removed from service.

- In the event that the detection and/or suppression system has to be removed partially or in full, it shall be replaced with a temporary fire alarm system or approved alternative for reasons of personnel safety and property conservation. The temporary system must remain operational at all times.
  - To reduce the possibility of needless alarms during the day, when contractors occupy the building, the fire alarm system can be disconnected from the Amherst College Police Department, but the system must remain operational inside the buildings.
  - When dust accumulation or disposal could activate the fire alarm system, the detector shall be shielded with an approved cover, such as the orange smoke detector cap or other brightly colored cap.
    - The cover must be removed when dust is no longer present, whenever personnel leave the area, and at night when the building is no longer occupied by contractors, unless otherwise permitted by EH&S, the Electrical Shop Supervisor or the Amherst Fire Department.
  - When contractors are no longer on site, the fire alarm system must be restored to the dispatch center and tested to verify proper operation.
- Whenever Amherst College Police, EH&S or Facilities personnel discover a covered, damage or otherwise impairment detector or suppression system, wholly or in part, they shall immediately notify the respective shop for repair or replacement.
  - Fire Alarm Systems – Electric Shop
  - Fire Suppression Systems – Mechanical Shop

If the system(s) cannot be immediately repaired, the person(s) or shop shall notify the office of Environmental Health and Safety for implementation of Fire Watch, other corrective action and notification of the Amherst Fire Department, appropriate departments, shops and the designated insurance companies.



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## Fire Alarm and Detector Systems

Under no circumstances shall an occupied building be without a fire alarm or detection system, if so provided. This restriction shall apply as well to a bedroom with a single station smoke detector.

### Residential Occupation

- Residential occupancies including residence halls and houses shall have a working fire alarm system at all times.
  - For room smoke detectors that are found to be out-of-service and not easily replaced, the Police, Facilities Electric Shop or Environmental Health and Safety shall install a battery operated detector as high up in the room as possible, preferably on the ceiling, but not less than 4” or greater than 12” down the wall from the ceiling.
    - The battery must be new and tested before placement.
    - If a battery operated detector cannot be installed, the Police shall arrange for the student(s) to be relocated to a room with a working detector/fire alarm system.
  - If the building fire alarm system has been rendered out-of-service or found to be in trouble, the Amherst College Police shall immediately notify...
    - Facilities Electric Shop, or
    - Environmental Health and Safety
  - Until the Facilities Electric Shop or Environmental Health and Safety arrive on the scene, the responding police officer shall not leave the building for reasons of life safety, unless...
    - **A Fire Watch** has been established using
      - Environmental Health and Safety
      - Student Security
      - Member of ACEMS
      - Amherst College Police Department, or
      - A student firefighter from the North Station with permission of the Amherst Fire Department, Chief or Assistant Chief 259-3080
  - Persons performing fire watches shall remain vigilant at all times. Walking throughout the building constantly. If they become tired and cannot perform their duties as required, the Amherst College Police Department shall find a replacement.
    - The fire alarm system has been returned to service or
    - The building is no longer occupied.



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Environmental Health & Safety

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## **Buildings – Non Residential**

- All other buildings, not utilized for sleeping, equipped with a fire alarm system that has been removed from service or otherwise rendered inoperable shall...
  - Notify Facilities Electric Shop,
  - Environmental Health and Safety, or
- It shall be the responsibility of one or all of these individuals referenced above to decide how the building will be protected.
  - Fire watch
  - Increased number of Police Patrols, or
  - Other equally effective measure of protection.

In the event of a special circumstance that has not been specifically covered above, persons with questions on altering, disabling or other impairment of a fire detection or suppression system must contact the office of Environmental Health & Safety to establish the most appropriate method of protection for buildings, depending on their use and contents.