



Subject: **FIRE SPRINKLER/STANDPIPE SYSTEM IMPAIRMENT**

Policy No. 135

**APPLICATION**

All New York University academic, commercial and residential facilities.

**PURPOSE**

To establish a procedure for ensuring that fire safety is not compromised when there is an impairment of a fire sprinkler or standpipe system.

**POLICY AND GENERAL INFORMATION**

1.0 Impairment of a fire sprinkler or standpipe system can occur because of accidental damage, a planned building renovation or alteration, new construction and/or sprinkler or standpipe system routine or emergency maintenance. Planning & Construction or Building Maintenance shall initiate the actions outlined below that are necessary to ensure that the impairment does not compromise fire safety at the University.

2.0 Impairment Resulting from a Maintenance Issue

2.1 Impairment Occurring During Normal Business Hours (Monday through Friday, 9:00 AM to 5:00 PM).

If impairment of a fire sprinkler or standpipe system is required or occurs because of a maintenance issue during normal business hours, Building Maintenance shall notify the Environmental Services Department and the Protection Department of the impairment. Notification shall include a description of the impairment, its location, and the estimated length of impairment.

2.1.1 The Environmental Services Department will notify the NYC Fire Department and Factory Mutual Engineering of the impairment.

2.1.2 If impairment will last longer than 8 hours or occurs outside of normal working hours, the Environmental Services Department will request that the Protection Department provide a fire watch in the location of the impairment.

ISSUE DATE	REPLACES	ORIGINATOR
1/02	11/95	ENVIRONMENTAL SERVICES

- 2.2 Impairment Occurring Outside of Normal Business Hours (Monday through Friday after 5:00 PM, weekends and holidays).

If impairment of a fire sprinkler or standpipe system occurs outside of normal business hours, the Building Engineer on duty shall notify the Protection Department and Building Management of the impairment.

- 2.2.1 Building Management shall then make the following telephone notifications:

NYC Fire Department

Factory Mutual Engineering (888) 606-4570 (Leave Message on Answering Machine)

Notifications shall include a description of the impairment, the building address, building areas affected by the impairment, and an estimate of the duration of the impairment.

- 2.2.2 If the impairment occurs within an academic or administrative facility, Building Management shall also notify the Code Compliance Manager.

- 2.3 Building Maintenance shall notify the Central Station (if applicable) of the impairment.

- 2.4 During the impairment, Building Maintenance shall restrict smoking and cutting and welding operations in the building area(s) affected by the impairment.

- 2.5 If the sprinkler system is impaired, Building Maintenance shall implement the Factory Mutual Red Tag Alert System.

### 3.0 Impairment Resulting from a Planned Renovation

- 3.1 If impairment of a fire sprinkler or standpipe system is required or occurs during a planned renovation, the Planning and Construction Department shall follow the steps outlined in section 2.1.

- 3.2 Planning and Construction shall also ensure that extra fire extinguishers are supplied to those areas affected by the impairment.

- 3.3 Building Maintenance shall follow the steps outlined in sections 2.3-2.5.

### 4.0 System Restoration

- 4.1 Prior to restoring the fire sprinkler or standpipe system to operation, Building Maintenance shall notify the Central Station (if applicable). If the sprinkler system was impaired,

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Building Maintenance shall inform the Central Station of their intent to conduct a drain test on the sprinkler system.

- 4.1.1 Building Maintenance shall conduct a drain test at the sprinkler riser to confirm that the sprinkler supply has been restored. Building Maintenance shall then relock the sprinkler control valve in the wide open position.
- 4.1.2 Building Maintenance shall notify the Central Station of the return to normal operation.
- 4.2 When the fire sprinkler or standpipe system has been returned to normal operation, Planning & Construction (if the impairment was due to a renovation) or Building Maintenance (if the impairment was due to a maintenance issue) shall notify the Environmental Services Department and the Protection Department.
- 4.3 The Environmental Services Department will notify the NYC Fire Department and Factory Mutual Engineering of the return to normal service.
- 4.4 Building Maintenance shall send Environmental Services a copy of the Red Tag used during a sprinkler system impairment.