Attachment 2 - SCU Fire Alarm and Suppression Impairment Procedure

1. Prepare for Impairment Work – The Fire Protection Technician or designee will evaluate the Impairment proposal and:

- Determine if the impairment work can be avoided;
- Ensure the work plan uses the maximum amount of effort and the minimum amount of time to restore fire protection;
- For planned impairments, have all replacement parts on hand before the system is shut down;
- Schedule work to occur continuously once the job is started;
- Ensure work plans include control/monitoring measures, equivalent to the Alarm System being removed from service, to be implemented while the system is out of service.

2. Perform Work Under Impairment Plan - Prior to starting work the Fire Protection Technician or Designee will conduct a pre-job briefing with the individuals performing the work to:

- Review any precautions and limitations;
- Review any applicable procedures;
- Discuss area preparation requirements;
- Review work instructions and requirements.
- After briefing is completed the individuals performing the work will obey all requirements of this instruction and those stated in the Impairment Plan.

3. Minimize Hazards: Materials, processes, employee activities, and maintenance operations may be hazardous, yet adequately controlled by special protective equipment. When this protective equipment is out of service, hazards should be minimized by reducing or completely stopping operations. Some examples include:

- Discontinue use and transfer of flammable liquids in buildings if the sprinkler system is out of service;
- Postpone scheduled maintenance involving cutting, welding, or similar hot work if protection in the work area is out of service;
- Control smoking when fire protection is out of service;
- Schedule planned impairments during off hours or weekends when production hazards are reduced.

4. Provide Temporary Protection (Examples):

- Extra portable fire extinguishers may be brought to the area;
- Fire hose can be pre-connected to hydrants, charged and stretched into affected areas;
- Tie-ins from an in-service sprinkler system should be made through cross-connections to an impaired system when possible.
- Intensify Employee Patrols or Fire Watches: In many cases, the impairment will eliminate automatic fire detection capability. Therefore, it is necessary to provide substitute methods for prompt detection of a fire. One substitute is to have capable, competent personnel conduct scheduled tours of the affected areas.

5. Close Out Impairment Plan - The Fire Protection Technician or Designee will close the Impairment Plan by:

- Verifying all work is complete and the system has been successfully tested and is left in a fully functional state;
- Verifying that all documentation is complete;
- Ensuring any observations, either positive or negative, that might be of historical value for planning future similar jobs is recorded;

  NOTE: If the system cannot be left in a fully functional state, control/monitoring measures shall remain in effect until system is fully functional.

6. Notifications of Impairment

Internal Notification:

- Notify all affected employees and the Emergency Response Team of impairment.

The Fire Protection Technician or Designee is responsible for the following external notifications:

- Notify the local fire department of any serious disruption to the fire protection system and inform them of the dates and times scheduled for the system impairment.
- Notify the alarm monitoring company.
- Notify the Risk Manager of any impairment that impacts either the fire protection system that is expected to last greater than twenty four (24) hours.