



FERRIS STATE UNIVERSITY

SAFETY, HEALTH, ENVIRONMENTAL AND RISK MANAGEMENT

Fire Protection Impairment Guidance

There are times when it may be necessary to disable a fire protection system. The purpose of this procedure is to properly manage risks associated with impairing a fire protection system. The Safety, Health Environmental and Risk Management (SHERM) department has established these impairment procedures to follow whenever a fire protection system is taken out of service.

Notification - When a fire protection system is impaired (i.e. taken out of service), SHERM shall be notified immediately and, where required, the building shall either be evacuated or an approved fire watch shall be provided for all occupants left unprotected by the impairment until the fire protection system has been returned to normal service. SHERM will prepare an impairment notification and distribute to Campus Police, local fire, state fire marshal (as needed), insurance providers, and internal stake holders.

Hot Work Procedures - During any impairment, Hot Work is prohibited, including cutting and welding. If Hot Work is essential to complete the work, a procedure must be discussed and agreed upon in advance with SHERM.

Fire Watch - Fire watch is utilized for a fire alarm or automatic fire protection system shutdown in an occupied residential or academic building. A fire watch will be comprised of individuals beyond normal staffing, assigned to walk the area affected. Fire watch personnel must be trained in use of fire extinguishers. Fire watch personnel must only be tasked with the duties of fire watch. Fire watchers shall be provided with at least one approved means of notification of the fire department and their only duty shall be to perform constant patrols of the premises and keep watch for fires. Fire watchers shall document their fire watches.

Impairment Restoration - When a fire protection system is restored (i.e. returned to operation), SHERM shall be notified immediately. SHERM will notify Campus Police, local fire, state fire marshal (as needed), insurance providers, and internal stake holders that the building has returned to normal operation.

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