
Policy:

Ensure that maintenance personnel can effectively respond to fire sprinkler activation, provide assistance and quickly restore system to normal operation.

Prevailing Codes and Standards:

NFPA 101, NFPA 13, TJC EC 02.05.01 (9)

Procedure:

I. Response to sprinkler activation notification.

Hospital, K Wing, OPD, Radiation Therapy, Medical School, Feist-Weiller Cancer Center, Women's and Children's Clinic, and Ambulatory Care Clinic:

Physical Plant employees upon being notified by UPD, switchboard or on-call supervisor that a sprinkler location is in alarm, will proceed immediately to the area to evaluate the situation.

- A. **NO FIRE** - If it is determined that there is no fire and a sprinkler head is activated, the Physical Plant employee should proceed with shutting off water flow, replacing the head and restoring system to normal operation.
- B. **FIRE** - If a fire has activated the sprinkler, the Physical Plant employee should assist in any way possible but should not shut off the sprinkler system until instructed to do so by the **Fire Department, Hospital Administration, Safety Administration, or Physical Plant Administration.**

When instructed to do so, the employee will proceed with shutting off water flow, replacing the head(s), and restoring the system to normal operation.

II. Response Procedure

- A. The building is very susceptible to water damage, especially the elevators. Use linens, blankets, etc. to dam the water, keeping it confined. Concentrate on keeping water away from the elevator hoist ways. Use extreme caution when entering areas containing electrical panels and risers. Refrain from touching objects which may result in electrical shock. It may be necessary to de-energize the service.
- B. Proceed to the mechanical equipment room where ladders and red valve boxes are located and obtain a ladder, replacement valve, and sprinkler head wrench. Go to the zone control valve (the exact location is on the valve chart and the location in the wing is designated by a control valve sign.)

- C. Close the control valve, shutting down the water supply. The residual water in the pipe will continue to flow until lines are empty. Assist in containing and removing excess water.
- D. The water flow alarm at UPD will silence. The tamper alarm will activate and remain ON until the valve is re-opened.
- E. Remove the used sprinkler head and replace it with a similar head obtained from the red valve box. Apply Teflon tape on threads.
- F. The control valve can then be opened. The tamper switch alarm will cease if the tamper switch is properly aligned with the valve thread. The flow alarm will sound briefly while the pipes refill. The alarm should then deactivate.
- G. The system should now be in normal status.

III. Location of ladders

- A. Hospital & K Wing
 - 1. H Wing pipe chase - all floors
 - 2. OPD mechanical equipment rooms - floors 1, 3
- B. Medical School - B Building N/S pipe chase, floors G, 2, 4, 6, 8, 10
- C. Women's & Children's Clinic - mechanical room floor 2
- D. Cancer Center - floors 1 and 3
- E. Ambulatory Care Clinic - mechanical room floors 1, 2, 3

IV. Location of red sprinkler head boxes (spares)

- A. K Wing - basement by fire pumps
- B. Hospital - H Wing pipe chase all floors
- C. OPD - mechanical equipment rooms all floors
- D. Medical School A, B, C buildings - mechanical equipment rooms by fire pumps.
- E. Women's & Children's Clinic - mechanical room
- F. Cancer Center - C-104
- G. Ambulatory Care Clinic - 1st floor - stair 2

V. Location of Valve Charts

Equipment rooms; Ambulatory Care Clinic mechanical rooms.

- A. Each Shop Foreman's and Supervisor's Office
- B. UPD
- C. Safety Office
- D. Hospital & K-Wing - H Wing Pipe Chases
- E. OPD - Mechanical Rooms
- F. A Building - Mechanical Rooms (Med School)
- G. B Building - North/South Pipe Chases (Med School)
- H. C Building - South Mechanical Rooms (Med School)
- I. WCC - Mechanical Rooms (Women's & Children's Clinic)
- J. FWCC - Equipment Rooms (Cancer Center)
- K. ACC - Mechanical Rooms (Ambulatory Care Clinic)

- L. Administrative Building - In electrical closet on floor G-5 and janitors closet on floor 6
- M. Allied Health - Mechanical rooms and fire pump rooms