



16 JUNE 1998

Civil Engineering

**FIRE PROTECTION OPERATIONS AND FIRE
PREVENTION PROGRAM
(CORRECTED COPY)**

COMPLIANCE WITH THIS PUBLICATION IS MANDATORY

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AFI 32-2001, 1 September 1997, is supplemented as follows:

1.3. The 75th Air Base Wing Commander (75 ABW/CC) is responsible for fire protection of the installation and is assisted by the Base Fire Marshal, 75th Civil Engineer Group Commander (75 CEG/CC).

1.6. (Added) Operations and Readiness Chief. The Operations and Readiness Chief assists the Fire Chief in areas of responsibilities and daily functions. In the absence of the Fire Chief, the Operations and Readiness Chief is responsible for the duties of the Fire Chief.

1.7. (Added) Assistant Chief, Technical Services (75 CEG/CEFT) will: Develop and supervise the installation Fire Prevention Program, to include the development of Fire Prevention Training Programs, Fire Regulations, and Fire Prevention Promotion activities.

1.7.2. Work with building managers, individual commanders, and supervisors on fire prevention requirements.

1.7.3. Inspect and test all installed and portable Fire Protection Systems.

1.7.4. Review all construction projects, including self-help projects, to ensure fire protection requirements are met.

1.7.5. Ensure proper and timely inspections are made.

1.8. (Added) Assistant Chief, Fire Team A & B Operations (75 CEG/CEFO). The Assistant Chief, 75 CEG/CEFO is responsible for all pre-fire planning, fire fighting training, and fire suppression of all vehicles and associated equipment to guarantee serviceability.

1.9. (Added) Assistant Chief, Training Flight (75 CEG/CEFE). The Assistant Chief, 75 CEG/CEFE is responsible for planning and scheduling initial and proficiency training of all personnel and advising the Fire Chief of levels of proficiency. The Assistant Chief of Training assists the Assistant Chief 75 CEG/CEFT, in conducting Base Fire Prevention Training.

1.10. (Added) Commanders. Individual commanders are responsible for ensuring sound fire prevention procedures are practiced in each activity or facility under their jurisdiction. Commanders will:

NOTE:

Commanders are defined as heads of directorates, divisions, tenants, or other separate activities.

1.10.1. Advise 75 CEG/CEFT, 777-0236, of known fire hazards which cannot be corrected by unit personnel.

1.10.2. Notify 75 CEG/CEFT of any discharged or damaged fire extinguishers and any installed fire protection system which may have been damaged by accident or by contact with material handling equipment.

1.10.3. Request 75 CEG/CEFT provide appropriate fire prevention lectures and demonstrations.

1.10.4. Ensure fire prevention orientation is completed on assigned personnel, building managers, and supervisors.

1.11. (Added) Supervisors. Supervisors at all levels are responsible for:

1.11.1. Enforcing sound fire prevention practices in their work area.

1.11.2. Arranging access to facilities, rooms, or areas which are under continuous lock and key for 75CEG/CEFT to perform fire prevention inspections.

1.11.3. Ensuring safety and egress of handicapped personnel during a drill or actual emergency.

1.11.4. Briefing new employees on fire protection requirements within the first eight hours of assignment at the duty location. Briefing must include, but not be limited to the following:

1.11.4.1. Fire reporting procedures,

1.11.4.2. Fire Exits,

1.11.4.3. Applicable fire prevention requirements outlined in attachments to this supplement, and

1.11.4.4. Proper use of fire extinguishers.

1.12. (Added) Each Facility Manager is responsible for the fire safe condition of the facilities under their jurisdiction. The facility manager, or an alternate designated by the facility manager, goes with the 75 CEG/CEFT inspector during the fire prevention inspection and takes immediate corrective action on all fire hazards noted during the inspection.

3.6. (Added) Open Fires. Open fires are prohibited on base unless prior specific approval of the Fire Chief is obtained.

3.7. (Added) Interference With Fire Fighting Operations. The Base Fire Chief or representative is in complete charge of all fire fighting and rescue operations at the scene of any fire or aircraft incident. During these operations, personnel not assigned to the fire protection organization will not direct or interfere in any way with the Fire Chief or Fire Fighters.

5. (Added) Attachments. Attachments 1 through 25 provide policies, procedures, and responsibilities for the fire protection program at Hill AFB and all off base stations under the command of Ogden ALC.

MICHAEL J. COOK, Colonel, USAF
Commander

Attachment 1
HOUSEKEEPING

Performing of housekeeping activities is the responsibility of the using agency or organization, regardless of whether janitorial services are contracted. Buildings and areas will be kept clean at all times.

A1.1. Waste paper containers will be emptied as needed. In facilities having contract janitorial services, wastebaskets must be emptied by building occupants if an overflow condition exists before scheduled contract service.

A1.2. Ashtrays will not be emptied into waste paper baskets.

A1.3. Oily rags and waste will be kept in covered metal containers, which will be emptied as required, or at close of business, removed from the buildings and placed in a dumpster for disposal. When bundles or boxes of clean rags are opened, the contents will be immediately placed into a covered metal container. The metal container used for rag storage will be marked “**CLEAN**” or “**SOILED**”, as appropriate.

A1.4. Debris, sawdust, sweepings, or trash will be placed in covered metal containers which will be removed from the building at the end of the day or shift. The cover and side of the trash containers will be marked “**TRASH ONLY**”. Under no circumstances will sawdust or sweeping compounds be used as an absorbent material for fuels, oils, or other flammable liquids. Only approved absorbents will be used.

A1.5. Only approved type sweeping compounds will be used. Containers of sweeping compound that have been opened for use will be stored in the original containers, with a lid, except bags or sacks, which will be stored in a closed metal container.

A1.6. Materials will not be stored under or piled against the buildings or in front of doors and exits, unless approved by the Base Fire Chief or his representative. Roofs will be kept free of refuse such as sawdust, shavings, trash, and other material which create a fire hazard. Weeds and other vegetation will not be permitted to grow excessively or accumulate near buildings, fuel tanks, munitions storage, aircraft parking areas, or similar locations. Fire breaks will be maintained as required by *AFMAN 91-201, Explosive Safety Standards*.

A1.7. Grass next to buildings will be clipped short at all times. Areas around loading docks will be kept free of waste materials, scrap paper, and other wind-blown debris.

A1.8. Janitor’s closets will not be used as trash collection points. Closets will be kept clean and used for janitorial supplies only.

A1.9. Mops and brooms will be stored in a well-ventilated place with heads off the floor.

A1.10. Lint will not be allowed to accumulate at any time in or around clothes drying units. Lint traps on dryers must be cleaned after each use to preclude excessive accumulation. Dryers will be vented to the outside of the building.

A1.11. Floors and office furniture will not be cleaned with volatile flammable liquids.

A1.12. When storing materials, ensure clear aisles are maintained as approach ways for fire fighters and for easy access to fire fighting equipment.

Attachment 2**BUILDING AND GROUNDS**

- A2.1.** When using agencies permanently vacate a building, they will promptly notify 75 CEG/CEFT. 75 CEG/CEFT will inspect the building to ensure all installed extinguishers are left in place and the buildings are free of fire hazards.
- A2.2.** Boiler rooms, electrical vaults, and machinery rooms will not be used for storage or any purpose other than that for which they were designated. These rooms will be kept locked at all times when not in use.
- A2.3.** When storage of material requires blocking existing doors, clearance will first be obtained from the Base Fire Chief. When approval is granted, adequate signs will be posted on the outside of the doors indicating the opening is blocked.
- A2.4.** All damage or breaks in walls or ceilings will be repaired promptly. Wall penetrations will be properly sealed.
- A2.5.** When it is necessary to block any street, 75 CEG/CEFO will be notified in advance as to time such street will be blocked and when it will be cleared.
- A2.6.** Fire escapes, stairways, and fire exits will not be blocked or used for storage purposes.
- A2.7.** Only fire resistant wastebaskets will be used. Cardboard or wooden boxes are prohibited.
- A2.8.** Dumpsters and trash pickup stations:
- A2.8.1.** Dumpsters will not be placed:
- A2.8.1.1. So as to block egress from designated exits.
- A2.8.1.2. Closer than 25 feet to any combustible structure or building.
- A2.8.2.** Loading doors and lids on dumpsters will not be left in the open position.
- A2.8.3.** Dumpsters that must be placed within a facility or building, must be approved by the Fire Chief or his designated representative.
- A2.9.** No change or alteration will be made to any building or structure, whether new or existing, without first coordinating *AF Form 332, Base Civil Engineer Work Request*, or *AFMC Form 299, Safety Fire and Health Review*, through proper channels.
- A2.10.** Means of egress for both new and existing buildings will comply with National Fire Protection Association (NFPA), Life Safety Code No. 101, Chapter 5. The following precautions will be taken concerning fire exits.
- A2.10.1.** The fastening of any established exit door will be such that egress of occupants is not prevented or impeded. Obstructing of these doors in any manner is prohibited.
- A2.10.2.** Exit lighting will be kept in service at all times. It is the responsibility of the Building Manager to maintain exit and emergency lighting in a serviceable condition.
- A2.11.** Furnishing, decorations, vending machines, or other objects will not obstruct exits, access to exit, egress from, or visibility of exit.

A2.12. The Building Manager or Supervisor in charge of an area at the time of closing or shift change will be responsible to conduct a fire safety inspection of the assigned building to ensure all fire safety requirements are being complied with.

A2.13. Candles and other open flame devices which have the potential for being left unattended are prohibited in offices, warehouses, industrial areas, dormitories and lodging facilities, and places of public assembly.

Attachment 3

FIRE HYDRANTS

A3.1. The use of Fire Hydrants for any purpose other than fire fighting and training of fire fighters is prohibited unless approval has been obtained from the Base Fire Department.

A3.2. Leaking or damaged hydrants will be reported to the Base Fire Department, 777-3021.

A3.3. Contractors will not use fire hydrants unless prior approval has been obtained from the Base Fire Department. Only proper type tools will be used on hydrants (Hydrant Wrenches, Gate Valve) and will be furnished by contractors.

A3.4. Parking vehicles or storing materials closer than 5 feet each side of a fire hydrant is prohibited. Hydrants will be kept clear of obstructions to ensure there is proper clearance for hookup if they are needed for fire fighting.

A3.5. Criteria on marking, painting, and maintenance of fire hydrants is under direction of Base Fire Marshal.

Attachment 4

PLACES OF PUBLIC ASSEMBLY

A4.1. Managers of places of public assembly and recreation facilities will set up a sound fire prevention program and ensure all employees have been adequately trained and understand their fire prevention responsibilities, fire reporting, facility evacuation procedures, and first aid fire fighting procedures. A certification system will be used to ensure training has been accomplished to include indoctrination of new employees.

A4.2. Managers of places of public assembly, or assistants so designated in writing, will conduct closing inspections. This responsibility will not be delegated to janitorial personnel. Closing inspection checklist will be prepared by managers and will include the following as a minimum:

A4.2.1. All electric or gas kitchen equipment has been disconnected or switches placed in the “OFF” position.

A4.2.2. All removable cushions in chairs and sofas have been removed and inspected.

A4.2.3. Portable, electrically operated devices or appliances, including amusement and vending machines, not essential to continuity of after hours maintenance are disconnected or breakers turned in the “OFF” position.

A4.2.4. All trash receptacles are emptied and trash placed in approved containers outside of building. In addition, separate smoking materials from other combustibles in clean-up operations.

A4.3. Managers of places of public assembly will ensure that the total occupant load will not exceed requirements according to NFPA Life Safety Code No. 101, and will be posted.

A4.4. Operating personnel will be designated to check fire egress exit and exit lighting daily before entry of patrons, to ensure that lights and doors are functioning properly.

A4.5. Textile wall covering, curtains, moveable scenery, drapes, and other decorations will be fire resistant. Flower box or pot filler must be noncombustible (gravel, sand).

A4.6. An evaluation by 75 CEG/CEFT will be conducted before any social or unusual event that involves use of decorations.

A4.7. Managers of places of public assembly facilities in which commercial or restaurant type cooking is performed will establish and enforce the following procedures:

A4.7.1. In places where commercial cooking is performed or in military dining halls, all installed grease filters and exposed surface of kitchen range hoods must be thoroughly cleaned daily by the operator. More frequent cleaning will be accomplished if necessary to prevent accumulation of grease. Kitchens operated continuously require spare filter sets.

A4.7.2. Kitchen range hoods and exhaust ducts for kitchen equipment must be thoroughly cleaned at least every 90 days. This cleaning cycle includes grease accumulation on fans, roofs, louvers, exterior walls, cupolas, or wherever the system exhausts to the outside.

A4.7.3. Cooking is not permitted under a range hood without a grease filter installed.

A4.7.4. The exhaust system must operate at all times while cooking equipment is in operation.

A4.7.5. Provide a metal cover for each deep fat fryer. Covers will be positioned for immediate use in case of emergency.

A4.7.6. Deep fat fryers will be equipped with a primary thermostat of 400 degrees Fahrenheit (F). And a secondary thermostat which must ensure that the maximum temperature of the liquid does not exceed 475 degrees F. Thermostats must be tested annually by properly trained and qualified personnel NFPA 96.

A4.8. Each manager will keep a folder covering fire prevention. This will include but not be limited to personnel training, *AF Form 1487, Fire Prevention Visit Report*, test of deep fat fryer thermostats, cleaning date of hood and ducts, cleaning date of filters and hood area below filters, schedule of programmed special events and parties, and any other information about fire protection or prevention. This folder will be available at all times and will be reviewed by the Fire Prevention Inspection during each scheduled inspection of the facility. The inspector will annotate the review on appropriate page of the folder.

A4.9. All restaurant cooking equipment will be installed in accordance with applicable NFPA codes.

A4.10. NFPA 96, 8-2-1, states that inspection and servicing of the fire extinguisher system and listed exhaust hoods containing a constant or fire actuated water system will be made at least every 6 months by properly trained and qualified persons.

A4.10.1. Fusible links (including fusible links on fire actuated damper assemblies) and automatic sprinkler heads will be replaced at least annually, or more frequently if necessary, to ensure proper operation of the system. Other detection devices will be serviced or replaced in accordance with the manufacturer's recommendations. Exception: Where automatic bulb-type sprinklers or spray nozzle are used and annual examination shows no buildup of grease or other material on the sprinkler or spray nozzles.

A4.10.2. Hoods, grease removal devices, fans, ducts, and other appliances will be cleaned to bare metal at frequent intervals prior to surfaces becoming heavily contaminated with grease or oily sludge. After the exhaust system is cleaned to bare metal, it will not be coated with powder or other substance. The system will be inspected at least every six months.

Attachment 5**SMOKING CONTROL**

A5.1. AFI 40-102, Tobacco Use in the Air Force, establishes procedures to control smoking in Air Force occupied buildings and facilities.

A5.2. Smoking is prohibited in the following areas:

A5.2.1. In any facility, unless specific approval is granted (Reference *AFI 40-102*).

A5.2.2. In all petroleum, oil, and lubricants (POL) tank and POL vehicle parking areas.

A5.2.3. Within 50 feet of any aircraft.

A5.2.4. Within 300 feet of any fuel spill.

A5.2.5. Inside any government vehicle (Reference *AFI 40-102*).

A5.2.6. Inside conventional storage areas.

A5.2.7. Within 25 feet of a fueling operation involving small equipment.

A5.3. Request for designated areas in hazardous areas will be sent to Fire Protection Division (75 CEG/CEF) in two copies with a sketch showing the proposed smoking area outlined in red. If approved, the request will be sent back to the requester.

A5.4. In explosive areas or within 50 feet of a licensed explosive facility, the request will be routed through Weapons Safety Division (OO-ALC/SEW) for signature of authorization before being approved by 75 CEG/CEF.

A5.5. The following will be provided in areas authorized for smoking.

A5.5.1. The smoking areas must be properly identified as a smoking area.

A5.5.2. Adequate ashtrays.

A5.5.3. A butt can for proper disposal of smoking material.

A5.6. Dispose of smoking material in proper containers. When containers are to be emptied, soak smoking materials with water before being disposed of in Dumpsters.

A5.7. Supervisors will inspect areas at the end of each shift to ensure all smoking materials have been disposed of properly.

Attachment 6**FIRE EXTINGUISHERS**

A6.1. The real property manager and supervisors at all levels are responsible for proper care and use of fire extinguishers in their areas and will ensure that personnel are thoroughly familiar in their proper use. 75 CEG/CEFT may be contacted for assistance in conducting demonstrations and practical applications. The real property manager will also ensure that fire fighting equipment locations are not changed without prior approval of the 75 CEG/CEFT. The building manager will make a daily check as to the availability, accessibility, proper operation, and mounting of each fire extinguisher assigned to their area.

A6.2. When fire extinguishers have been used to control fire, have been accidentally discharged, or have a broken seal, the using organization will bring the extinguisher to Canopy, Radomes, Hydrostatic Section (OO-ALC/LARCC) (Building 257) during normal duty hours and replace the used extinguisher with a like item or suitable substitute.

A6.3. Any person responsible for damage to any fire extinguisher or fire protection system (through misuse or negligence) will have appropriate disciplinary action taken against them.

A6.4. Fire extinguishers will be mounted and not removed from their installed location in buildings except in the event of fire or training, or as in Paragraph A6.2.

A6.5. When not clearly visible, hand fire extinguisher locations will be marked by an arrow pointing directly toward the extinguisher.

A6.6. Facility managers are responsible for keeping extinguisher clean and free of stored material which might obstruct their use.

A6.7. Building managers are responsible for notifying 75 CEG/CEFT of changing conditions within buildings, structures, or areas which may require changes in a location and distribution of provided portable fire extinguishers.

A6.8. Using organizations are responsible to obtain through supply channels, those fire extinguishers that are to be mounted as a component part of vehicles. They will take necessary action to have the extinguishers mounted and serviced as required. Vehicles requiring extinguishers are vehicles that transport explosives, flammables, emergency vehicles, and those carrying nine or more passengers. (Reference *AFOSH Standard 91-56, Fire Protection and Prevention*).

A6.9. Responsible flight line personnel will place fire extinguishers strategically around aircraft in accordance with applicable aircraft technical orders to ensure first aid fire protection is provided. Extinguishers will be located so they do not become a hazard to taxiing aircraft or other equipment. Serviceable fire extinguishers are located on predesignated exchange points throughout the ramp area. It is the responsibility of the supervisor to ensure serviceable extinguishers are properly placed. Unserviceable extinguishers will be taken to the exchange point and a serviceable extinguisher will be immediately placed in the area. Exchange points are serviced weekly by 75 CEG/CEFT and all unserviceable extinguishers are replaced. Safety seals or pins are not pulled on fire extinguishers except when used for actual fire extinguishment.

A6.10. Fire extinguishers will *not* be used as maintenance stands or for hanging equipment, personal clothing, or any purpose other than designated use.

A6.11. Halon fire extinguishers (wheeled type) will not be towed more than five miles per hour. Carbon dioxide (wheeled type) fire extinguishers will *not* be towed. Hose cabinets will not be used for disposal of trash.

A6.12. Wheel type carbon dioxide and halon fire extinguishers located within their jurisdiction will be inspected daily by responsible personnel. The supervisor of the area will ensure this inspection is performed.

A6.13. All extinguishers, other than those placed on vehicles, will be numbered for proper tracking and servicing by 75 CEG/CEFT.

A6.14. Extinguishers required on vehicles will be the responsibility of the user or owner for purchasing, numbering, and servicing. Servicing must include all extinguishers being hydrostatically tested and serviced according to *AFOOSH Standard 91-56* and NFPA 10.

Attachment 7**STORAGE IN GENERAL**

Personnel will be instructed by the Base Fire Department on proper storage plans for interior and exterior storage. The following specifications will be observed in buildings, warehouse, and open storage areas:

- A7.1.** Attics will not be used for storage and will be free of trash.
- A7.2.** Storage is prohibited under stairways and in stairwells.
- A7.3.** Exterior storage within 25 feet of any building must be approved by the Base Fire Department.
- A7.4.** Fire aisles, fire exit, and approaches to fire extinguishers will remain open at all times. Main aisles will be at least six feet wide. Access routes to hand fire extinguishers will be at least 36 inches wide.
- A7.5.** Storage of materials or supplies is prohibited within 18 inches of electrical fixture; within 18 inches of sprinkler heads if storage height is less than 15 feet, within 36 inches of sprinkler heads if storage height is over 15 feet, or within 36 inches of sprinkler system control valves and risers. Reference *DOD 4145.19-R-1, Storage and Materials Handling*.
- A7.6.** Blocked doors will be marked "**THIS DOOR IS BLOCKED**" or "**NO EXIT**" in a conspicuous place on exterior side of the building using four inch black letters on a white background. Prior approval must be made through the Base Fire Department.
- A7.7.** Good housekeeping will be maintained wherever materials are handled. Warehouses will be swept clean at sufficient recurrent intervals and at the close of each day to comply with good housekeeping rules. Reference *DOD 4145.19-R-1*.
- A7.8.** Authorized vehicles operating within warehouses will be maintained in a safe working condition. A complete daily inspection will be made to preclude a fire originating from this source. Vehicles will be parked in designated areas only. Any parking area change will be coordinated with the Base Fire Department.
- A7.9.** Outside fire lanes will be kept free from obstruction in open storage areas and around buildings used for storage.
- A7.10.** Wooden pallets will be stored outside or in a detached structure. When stored inside, the building must have a sprinkler system. Wooden pallets will be stored no higher than 8 feet and each pallet pile of no more than four stacks will be separated from other pallet piles by at least 8 feet of clear space or 25 feet of stored commodity. Plastic pallets storage will not be higher than 4 feet and each pallet pile of no more than two stacks will be separated from other pallet piles by at least 8 feet of clear space or 25 feet of stored commodity. Reference NFPA 231-7 4-4.
- A7.11.** Clearance around Fire Door: A 24 inch clearance will be maintained between stock and the fire door, except for portion of the fire door near the aisle. For this portion of the fire door a 36 inch clearance will be maintained between stock and the fire door. Reference *DOD 4145.19-R-1*.
- A7.12.** Directional arrows will be placed where fire extinguishers are not easily discernible from a reasonable distance in the aisle way. Directional arrows indicating the location of fire exits which are not easily discernible will be similarly posted. Reference OSHA 1910.145 and *DOD 4145.19-R-1*.

Attachment 8**SPECIAL EVENTS, HOLIDAYS, AND SEASONAL HAZARDS**

- A8.1.** All decorations in facilities open to the public must be approved by the Base Fire Chief or his representative.
- A8.2.** Combustible decorations are prohibited. Only fire resistant materials will be used and will be subject to burn tests. Artificial Christmas trees and decorations will be flame retardant and approved by a recognized testing laboratory.
- A8.3.** Natural Christmas trees will be fresh cut with butt ends out diagonally or wedge shaped and placed in a bucket of fresh water or wet sand. No attempt will be made to fire proof natural green trees.
- A8.4.** Artificial aluminum trees are conductors of electricity. The use of tree lighting sets on this type tree is prohibited.
- A8.5.** Lighting devices such as tree lighting sets, decorative lighting outfits, and electrical ornaments, must be approved by recognized testing laboratory.
- A8.6.** Christmas tree lights or decorations will be removed immediately if declared a fire hazard by the Base Fire Chief or his representative. All Christmas tree lights must be disconnected before leaving the building, retiring for the night, or leaving the area unattended.
- A8.7.** All seasonal or special decorations will be taken down immediately following the holiday or occasion and properly stored.
- A8.8.** Candles and other open flame producing devices will not be used for any occasion except for religious functions held at the Base Chapel or in designated areas approved by the Fire Chief.
- A8.9.** Fireworks are prohibited on Hill Air Force Base. Special authorization may be granted by the Base Commander or designated representative for celebrating appropriate holidays, providing controlled use of fireworks is exercised.

Attachment 9**FLAMMABLE AND COMBUSTIBLE LIQUIDS, CHEMICALS, AND GASES**

A9.1. Bulk flammable and combustible liquids will be stored in designated buildings and be properly labeled and placarded, **“FLAMMABLE-KEEP FIRE AWAY”**.

A9.2. Where occupants of a building require the storage of small quantities of flammable or combustible liquids, such as office supplies, type cleaner, ditto fluid, and laboratory work, they will be stored in a metal cabinet, when not in use. Desk or table containers will not exceed sixteen fluid ounces in volume.

A9.3. All flammable and combustible liquids stored in drums will be identified by the appropriate name of the contents stenciled or marked on the outside of the container. Flammable liquids stored in metal drums used for dispensing purposes will be installed on properly grounded metal stands or racks. Horizontal drums will be equipped with a spring action or automatic closing device and have a drip pan under the devices.

A9.4. Flammable and combustible liquids will be kept in containers that are tightly capped or in safety-type approved containers with self-closing lid or pour spout. Except in unopened containers, flammable liquids will not be dispensed into, transported in, or stored in glass or open containers.

A9.5. The base service station will not permit delivery of gasoline to individuals in other than approved safety containers bearing the UL label or other authorized testing laboratory label with appropriate warning labels.

A9.6. No oils, gasoline, jet fuel, petroleum substance, flammable, or combustible liquids will be allowed to drain into the base sewage system either through floor drains sewers, or storm drain openings. Oil or drip pans will be used whenever drips of oils, greases, or similar materials may cause hazardous accumulations on equipment or floors. All spills of such substances will be cleaned up immediately. Only approved absorbents will be used to dry up spills. The Fire Department will be notified when spills create an immediate fire hazard.

A9.7. Fuel tanks and trailers will not be brought into hangers or shops or be parked within 100 feet of any building except where maintenance is required, and then, such equipment will be placed only in shops especially designed for maintenance of refueling vehicles.

A9.8. Loading or unloading of fuel. Fuel trucks will be bonded and grounded during fueling and defueling operations. Operator may leave the cab but must remain in the vicinity.

A9.9. Flammable and combustible liquids (including stock for sale) will not be stored near exits, exit accesses, stairways, elevators, or other areas used for emergency egress of personnel.

A9.10. The use of cleaning solvents in any buildings other than in approved safety vats is prohibited. Approved safety vats must be equipped with a fusible link to automatically close the lid in the event of a fire incident. Vats will be identified as to contents and flash point with three inch high letters.

A9.11. All chemicals will be stored in dry, well ventilated areas and segregated from other types of incompatible materials. Chemicals stored in open storage will be protected at all times from the direct rays of the sun and extreme heat. Containers will be safeguarded against mechanical injury.

A9.12. Storage, handling, and use of compressed gases and explosive anesthetic agents will be in conformity with NFPA Codes and DOD Publications. Storage of compressed gases in buildings or compressed gas storage shells will be in strict compliance with *DOD 4145.19-R-1* and NFPA Codes.

A9.13. Gases will only be stored in authorized locations. Supplies of oxygen and acetylene gas will be stored in areas free of oil and greasy substances. To prevent formation of hazardous explosives, all unlike gases will be stored separately.

A9.14. Bottles will be stored upright and firmly secured with noncombustible restraints.

A9.15. Cylinders permitted inside buildings will be stored away from combustible material and located where they will not be exposed to excessive increases in temperature.

A9.16. Valves on cylinders will be closed and valves capped in both storage and shipping configuration.

A9.17. Supervisors of personnel working around flammable or combustible materials will ensure that all personnel are fully aware of fire hazards associated with such materials.

A9.18. Flammable Cabinet Storage. All flammable and combustible liquids defined as Class I, A, B, C, Class II, and Class IIIA liquids will be stored in a flammable storage cabinet or inside storage room when not in use. Flammable storage cabinets will be constructed of 18 gauge steel, with riveted, welded seams; have a 2" catch basin in the bottom for spill containment, and have a three part lock system on the doors (latches on top, bottom, and door handle). Cabinets must have a 1 1/2" air space between exterior/interior, and have a visible label on the front stating, "**FLAMMABLE-KEEP FIRE AWAY**".

A9.19. Nothing will be stored on top of flammable storage cabinets.

A9.20. Flammable storage cabinets that are located outside will be vented. Flammable storage cabinets located inside are *not* required to be vented, however, if venting is utilized, it must be vented directly to the outside. If the cabinet is not vented, the vent openings must be sealed with the bungs supplied by the manufacturer. Grounding of flammable cabinets is *not* required.

A9.21. Flammable storage cabinets will not be located near exits or physically obstruct a means of egress from the building. Storage cabinets, or any other storage, will *not* be placed under any stairwell.

A9.22. Rags and other combustibles will *not* be stored within cabinets. Exceptions are product labels, tags, and packaging for multiple small containers and inventory lists.

NOTE:

Class IIIB liquids, support equipment such as noncombustible funnels, grease guns, and other mission related noncombustible support equipment may be stored within the cabinet provided it is in good, clean condition and compatible with required storage.

A9.23. The rated capacity of flammable storage cabinets will *not* be exceeded. No more than 360 gallons of Class IA, B, C, II, or IIA liquids will be stored in cabinets in a single fire area. Industrial areas only may have more than 360 gallons if they are separated by 100 feet.

A9.24. Incompatible substances which may adversely react with flammable/combustible liquids will not be stored together.

A9.25. Inside Storage Rooms. Inside storage rooms will be constructed in accordance with OSHA and NFPA Codes, to include containment, fire protection, proper electrical classification, ventilation, and specified fire resistance construction.

Attachment 10

FIRE APPARATUS PRIORITY

- A10.1.** Fire apparatus will use sirens and flashing lights on all emergency responses.
- A10.2.** Fire apparatus will have the right-of-way at all intersections, stop signs, and thoroughfares while on emergency responses on base.
- A10.3.** Fire apparatus will be permitted to proceed on one-way streets, when necessary, regardless of direction of traffic, while on emergency responses on base.
- A10.4.** Upon hearing or seeing an emergency vehicle with flashing lights, vehicle operators will keep clear of intersections and yield right-of-way by moving as close to the right side of the roadway as possible and stopping.
- A10.5.** Vehicles will not follow closer than 500 feet behind fire apparatus.
- A10.6.** Vehicles will not be driven over fire hoses and will stay clear of building and all other areas involved with fire fighting operations unless authorized to approach.

Attachment 11**COOKING APPLIANCES AND HEATING EQUIPMENT**

A11.1. Cooking is prohibited except where authorized cooking facilities have been especially provided for that purpose.

A11.2. Cooking appliances will not be left unattended when in use.

A11.3. The one-time use of small appliances, for special occasions such as holidays and retirement parties, may be authorized for food warming only, provided the following guidelines are strictly adhered to:

A11.3.1. Approval must be granted in writing by the Director or Commander concerned. The Director or Commander will appoint a branch or section level monitor for small appliance use. They will be solely responsible as the single point of contact to ensure strict adherence to the rules. For this requirement, the Director or Commander is determined to be not lower than division level.

A11.3.2. All appliances must be in good repair and be listed by Underwriters Laboratories (UL) or another recognized testing agency.

A11.3.3. Temperature settings on appliances must never exceed 200 degrees F.

A11.3.4. Appliances must not be left unattended when in use and must be removed from the base immediately after the expiration of the one-time use approval period.

A11.3.5. No grease cooking allowed.

A11.4. Use of coffee makers or other heat producing appliances are prohibited in all hazardous areas.

A11.5. Refrigerators, microwaves, and other appliances must be plugged into dedicated wall electrical outlets.

A11.6. Outdoor cooking or use of barbecue equipment will be permitted only in designated areas approved by the Base Fire Chief.

A11.6.1. Outdoor cooking in munitions areas and flight line is prohibited.

A11.6.2. Cooking or use of equipment is prohibited within 10 feet of any structure.

A11.6.3. Only approved starting agents are authorized. All other flammable fuels are prohibited.

A11.7. Space Heaters:

A11.7.1. Must be (UL) listed or other approving agencies and incorporate a safety tip-over switch.

A11.7.2. Must be plugged into a wall outlet. Extension cords are not allowed.

A11.7.3. Must be unplugged at the end of the shift and/or duty day and shut off when not attended.

A11.7.4. Must not be plugged into multiple type outlets such as power strips.

A11.7.5. Must not be used within 3 feet of combustible materials (paper products, etc.).

A11.7.6. Must not be used in hazardous environments or where flammable, chemical, or munitions atmospheres present an explosive or fire danger.

A11.7.7. Must not be used to increase interior temperatures above 70 degrees F. which violates energy conservation measures.

A11.7.8. Must not be plugged into system or modular furniture unless Electronic Flight (775 CES/CEZS), 777-1857, has certified the wiring to be safe for use of heaters.

Attachment 12**VEHICLE TRAFFIC AND PARKING**

A12.1. Government and privately owned vehicles will not be parked:

A12.1.1. Within 5 feet of a fire hydrant.

A12.1.2. Within 10 feet of any noncombustible (permanent) type building or within 20 feet of any combustible (frame) type building unless in an authorized parking area approved by the Base Traffic Safety Council.

A12.1.3. In areas where building exit travel will be obstructed.

A12.1.4. In fire lanes or entrance ways to buildings. The width of the door opening and three feet on each side will be kept cleared.

A12.1.5. In any manner that would block fire department connections or sprinkler system drains. A three feet clearance in all directions is required for servicing the fire protection systems.

A12.2. Private vehicles will not be parked within 100 feet of aircraft unless in an authorized parking area.

A12.3. Vehicles will not be driven over fire hoses unless hose is protected by bridges.

A12.4. Vehicles and equipment, will not be parked or operated in any building not specifically designed for such without written approval from the Fire Chief or representative.

A12.5. Approved parking lot drive through lanes will be a minimum of 15 feet to allow access to adjacent buildings.

Attachment 13

FIRE PREVENTION TRAINING

A13.1. Initial Orientation. Civilian Personnel (OO-ALC/DPC) and Military Personnel Flight (75 MSS/DPM) will include basic fire protection instructions for all newly assigned civilian and military personnel at the incoming initial orientation briefing. Information provided at this briefing will include but not be limited to:

A13.1.1. Fire reporting.

A13.1.2. Brief outline of the Base Fire Protection Program, to include; responsibilities of commanders, supervisors, building managers, and individuals.

NOTE:

75 CEG/CEFT will provide assistance in the briefing outline and will also monitor the briefing and advise on updating as needed.

A13.2. Personnel assigned to food preparation activities will be instructed quarterly on fire prevention practices, use of fire extinguishers, use of installed extinguishing systems, fire reporting, and evacuation procedure. 75 CES/CEFT personnel will assist in instructing occupants on installed system annually.

A13.3. Individuals or organizations desiring information or instructions relative to fire protection, fire prevention, or fire extinguishers are requested to submit a letter to 75 CEG/CEFT to arrange an appointment for a class or demonstrations.

Attachment 14

AIRCRAFT HANGARS

- A14.1.** Refueling or defueling of aircraft in hangars is prohibited.
- A14.2.** Gasoline and diesel powered Aerospace Ground Equipment (AGE) will not be positioned in hangars at any time without 75 CEG/CEF approval.
- A14.3.** Parking support vehicles of any type, such as ground power and support equipment or component parts for maintenance purposes, is prohibited in the area bordered on either side of door casements of all main hangars where the hangar door tracks extend to each side.
- A14.4.** Grounding of aircraft is not required except when aircraft is:
- A14.4.1.** Undergoing munitions loading/unloading operations.
- A14.4.2.** Undergoing electrostatic painting, bead blasting, or fuel systems repair.
- A14.4.3.** Connecting to a hangar electrical power source. (This requirement does not apply to portable ground power units, including "MD/4MO" mobile electric power units. Reference TO 00-25-172, section 3-4).
- A14.5.** Fire lanes will be established in hangars and shop areas and will remain clear of equipment at all times.
- A14.6.** Painting of aircraft in hangars will be in accordance with TO 42A-1-1, NFPA Codes (excluding paint hangars), and *AFOSH Standard 91-17, Interior Spray Finishing*.
- A14.7.** Housekeeping will be maintained at the highest level in hangars and shops associated with aircraft maintenance.
- A14.8.** Electrical motors, switches, fixtures, extension lights, and similar devices used within the hangar will be of approved type.
- A14.9.** Approved drip pans and bowsers will be placed under aircraft in hangars and under other units or parts of aircraft that are likely to drip. Bowsers used to catch any flammable or combustible liquid will be grounded.
- A14.10.** Fueled aircraft will not be moved at any time into any aircraft hangar that has not been approved for such operations.

Attachment 15**ELECTRICAL REQUIREMENTS**

- A15.1.** Installation, alteration, or extension of electrical wiring and appliances will be made only by qualified electricians or contractors under the supervision of 75th Civil Engineer Group (75 CEG). Temporary wiring will not be used in place of permanent installation.
- A15.2.** Faulty wiring or electrical hazards will be referred to the 75 CEG Trouble Desk, 777-1856.
- A15.3.** All exposed wiring will be protected according to National Electric Code (NEC) requirements. Open wiring will not be permitted to come in contact with grounded pipes or equipment.
- A15.4.** All switches, receptacles, and junction boxes will be covered with cover plates at all times. Jointed wiring in receptacles, switches, and junction boxes will be soldered or connected by pressure connector and covered with tape.
- A15.5.** Overloading of electrical circuits beyond rated capacities is strictly prohibited.
- A15.6.** All circuits will be protected by fuses, circuit breakers, or other approved means to prevent overloading.
- A15.7.** Jumpers or pennies will not be placed in fuse boxes.
- A15.8.** All portable lights, trouble lights, and cord suspended fixtures will have a protective shield around the bulb.
- A15.9.** Materials will not be placed or stored within 36 inches of circuit breaker panels, air compressors, or motors.
- A15.10.** Extension or flexible cords will not be run through holes in walls, ceilings, floors, doorways, windows, or similar openings or concealed behind building walls, ceilings, or floors. Extension cords will be of equal size (wire gauge) or greater than the appliance plugged into it.
- A15.11.** Flexible extension cords will be used only in continuous lengths without splice or tape. Worn or deteriorated cords must be replaced. Cords will not be nailed, stapled, or draped over pipes or other support.
- A15.12.** All appliances or equipment will be listed by a recognized testing laboratory.
- A15.13.** Multiple type outlets gang plugs are prohibited. Electrical Power Strips (electrical bars equipped with internal circuit breakers) are permitted. These units must be listed by an approved testing laboratory and serve only low amperage equipment.
- A15.14.** Circuit breakers will not be taped, wired, or blocked in the "on" position.

Attachment 16**WELDING, CUTTING, AND BRAZING**

A16.1. All cutting, welding, brazing, and other hot work will comply with all safety requirements of this supplement, *AFOSH Standard 91-5*, OSHA 1910.252, and NFPA Codes.

A16.2. All areas or equipment requiring cutting, welding, brazing, or other hot work will be inspected prior to operation. Inspection will be conducted by the individual certified through 75 CEG/CEFT training and authorized to issue *AF Form 592, USAF Welding, Cutting and Brazing Permit*.

A16.3. AF Form 592 will be issued on all cutting, welding, and other hot work on each individual job sight and on a daily basis. Only those personnel that have received fire safety training from 75 CEG/CEFT on cutting and welding procedures will be authorized to issue *AF Form 592*.

A16.4. Cutting and welding fire safety training is an annual requirement. Refresher training is given monthly by 75 CEG/CEFT. *AF Form 483, Certificate of Competency*, will be issued after required training. It is the individual's responsibility to schedule refresher training with 75 CEG/CEFT. Supervisors will maintain a list of certified welders within their organization.

A16.5. Personnel who should attend cutting and welding fire safety training include designated welding area supervisors, welding shop supervisors, project engineers, contractor supervisors, all welders and fire watchers, project inspectors, contact administrators, safety inspectors, and others deemed necessary to ensure a safe operation.

A16.6. All potentially "High Hazardous" or abnormal situations will be jointly inspected by 75 CEG/CEF, Ground Safety Division (OO-ALC/SEG), and Bioenvironmental Engineering Flight (75 AMDS/SGPB), or OO-ALC/SEW, whichever is appropriate. If warranted, the 75 CEG/CEFT will issue *AF Form 592* with written coordination from either OO-ALC/SEG, OO-ALC/SEW, 75 AMDS/SGPB, or all.

A16.7. Individuals issuing *AF Form 592* will designate precautions to be followed in granting authorization to proceed with job. *AF Form 592* will be made out in duplicate and posted at the job site with the original sent to 75 CEG/CEFT.

A16.8. Operations deemed unsafe or in noncompliance with prescribed standards will be terminated immediately. Repeat offenses of noncompliance or improperly annotated *AF Forms 592*, will result in termination of authorization to issue *AF Form 592*.

A16.9. Specific safety precautions:

A16.9.1. Cutting, welding, and hot work will be permitted only in areas that are fire safe.

A16.9.2. Before hot work begins on tanks, drums, vessels, or piping systems, these areas will be drained, purged, ventilated, and certified to be safe.

A16.9.3. Forced ventilation will be used when natural ventilation is not present in hazardous areas.

A16.9.4. Cutting, welding, or hot work will not be permitted in the following situations without approval of the Fire Chief or his representative:

A16.9.4.1. In buildings with impaired sprinkler systems. Questions regarding the status of sprinkler systems will be answered by calling 75 CEG/CEFT.

A16.9.4.2. In the presence of explosive atmospheres, gases, vapors, liquid, chemicals, unclean tanks, combustible dusts, or confined spaces.

A16.9.4.3. In areas near the storage of large quantities of readily ignitable combustibles.

A16.9.4.4. In areas near storage or handling of explosives.

A16.10. Fire watchers are required on all welding jobs. They will have appropriate fire extinguishing equipment readily available and will be trained in its use. Two 15 pound ABC fire extinguishers or their equivalent will be the minimum requirement on every welding or cutting site. Extinguishers installed in building will not be used to meet this requirement. Fire Watchers will:

A16.10.1. Be familiar with location of nearest telephone and fire evacuation alarm. In the event of fire:

A16.10.1.1. Evacuate the building.

A16.10.1.2. Call the fire department on 911.

A16.10.1.3. Attempt to extinguish the fire.

A16.10.1.4. Direct the fire department to the fire.

A16.10.2. The fire watch will remain in the immediate area for at least 30 minutes after the job is completed. Prior to leaving, the fire watch will make a thorough inspection of the area involved and ensure the area is safe.

A16.11. Fire prevention precautions:

A16.11.1. All cutting and welding equipment to be used will have all safety devices and features installed and be in satisfactory operating condition, in good repair, and equipped with in-line flash arresters on both oxygen and acetylene bottles.

A16.11.2. All combustibles will be relocated at least 35 feet from the work site. Where relocation is impractical, combustibles will be protected with flame-proof covers or otherwise shielded with metal guards or curtains. Edges of covers at the floor should be tight to prevent sparks from going under them. This precaution is also important at overlaps where several covers are used to protect a large pile.

A16.11.3. All floors will be swept clean. Combustible floors will be kept wet, covered with damp sand, or protected by fire resistant shields. Where floors have been wet down, personnel operating arc welding or cutting equipment will be protected from possible shock.

A16.11.4. All wall or floor openings or cracks within 35 feet of the site will be tightly covered to prevent the passage of sparks to adjacent areas.

A16.11.5. Ducts and conveyor systems that might carry sparks to distant combustibles will be suitably protected or shut down.

A16.11.6. Cutting or welding on pipes or other metal in contact with combustible walls, partitions, ceilings, or roofs will not be undertaken if the work is close enough to cause ignition through conduction.

A16.11.7. Where cutting or welding is done near walls, partitions, ceilings or roof of combustible construction, fire resistant shields or guards will be provided to prevent ignition. If welding is to be done on a metal wall, precaution will be taken to prevent ignition of combustibles on the other side due to conduction or radiation, preferably by relocating combustibles. Where combustibles are not relocated they will be protected and a fire watch will be posted on both sides of the wall, roof, or ceiling.

A16.12. The cutter or welder will handle equipment safely and use it so as not to endanger lives and property. Responsibilities are to:

A16.12.1. Have approval of supervisor before starting to cut or weld.

A16.12.2. Not cut or weld where conditions are unsafe.

A16.12.3. Continue to cut or weld only so long as conditions are unchanged from those under which approval was granted.

A16.12.4. Ensure all equipment is in good safe working condition at all times.

A16.13. Hot tapping or other cutting or welding on a flammable gas or liquid transmission or distribution utility pipeline will be done by a crew qualified to make hot taps.

A16.14. For welding operation in aircraft hangars, comply with NFPA Code 410.

A16.15. Portable welding units will be stored in a safe manner, away from smoking areas, public ways, and vehicle routes when not in use.

A16.16. Facilities requiring permanent welding shops or designated welding areas will meet the following minimum fire protection requirements prior to being approved by 75 CEG/CEFT.

A16.16.1. Permanent welding shops will be:

A16.16.1.1. Protected by a fire protection sprinkler system.

A16.16.1.2. Enclosed by fire resistive or noncombustible construction.

A16.16.1.3. Segregated from other operations.

A16.16.1.4. Equipped with an adequate ventilation system.

A16.16.2. Designated areas will be:

A16.16.2.1. Protected by a fire protection sprinkler system.

A16.16.2.2. Segregated from other operations.

A16.16.2.3. Separated a safe distance from combustibles and flammable liquids.

A16.16.2.4. Have portable fire resistive partitions.

A16.16.3. These permanent or designated areas will be identified with *AF Form 592* issued by 75 CEG/CEFT on a yearly basis.

A16.16.4. Permanent or designated welding and cutting areas deemed a fire hazard or in noncompliance with prescribed fire safety standards will be discontinued and *AF Form 592* revoked.

A16.17. Welding and cutting permits in areas or buildings where explosives are stored, handled, or processed must be approved by the supervisor in charge of the individual area and be coordinated with and approved by the Fire Chief and OO-ALC/SEW.

Attachment 17

AMMUNITION AND EXPLOSIVES

A17.1. For buildings and areas containing explosives, fire, or chemicals; symbols will be posted in accordance with *AFMAN 91-201*. TO 11A-1-46 will be used to determine what fire or chemical symbol is required.

A17.2. It will be the responsibility of the supervisor in charge of explosive storage areas and operations or munitions control, when applicable, to tell the Fire Department of any change in posting of fire symbols and chemical hazard markers.

A17.3. Personnel storing and handling explosives and chemicals will comply with *AFMAN 91-201* and TO 11A-1-46.

A17.4. Smoking will not be permitted at any time in ammunition and explosive storage areas, except in designated smoking areas.

A17.5. Vegetation will be controlled to prevent possible rapid spread of fire to the magazine or outside storage site.

A17.6. Facilities designated for the storage of ammunition will be kept clean and orderly at all times.

Attachment 18**OCCUPANTS OF MILITARY FAMILY HOUSING**

A18.1. Family sponsors are responsible for the fire safe condition of their assigned quarters. They will ensure dependents are familiar with fire extinguisher operation, fire evacuation procedures, and practice fire prevention safety at all times. All occupants will receive a fire prevention orientation briefing. Common fire prevention practices necessary to maintain quarters in a fire free condition are as follows:

A18.1.1. Avoid accumulation of oily rags, paper, rubbish, and other combustible waste.

A18.1.2. Repair electrical deficiencies:

A18.1.2.1. Inoperative receptacles, light switches, and light fixtures and sockets.

A18.1.2.2. Frayed appliance cords and male plugs which do not fit in receptacle securely.

A18.1.2.3. Hot Circuit Breakers.

A18.1.2.4. Broken receptacles and switch cover plates.

A18.1.2.5. Loose receptacles and switches.

A18.1.2.6. Extension cords will not be extended through holes in walls, floors, ceilings, doorways, or windows, or be secured in any manner to walls, ceilings, rafters, beams, or partitions; they must not be taped, spliced, or extended in any manner.

A18.1.3. Miscellaneous fire safe practices:

A18.1.3.1. Furnace and water heater rooms will be kept clean and will not be used for storage.

A18.1.3.2. Provide sufficient ashtrays. Do not let them become overfilled. Dispose of discarded smoking materials in metal containers only, never in wastebaskets.

A18.1.3.3. Do not smoke while in a reclining position on bed, sofa, or recliner chair.

A18.1.3.4. Do not carry lighted matches or candles into closets or other confined areas where clothing or other combustibles are stored.

A18.1.3.5. Paper or cloth shades will not be used on incandescent lamps. Caution should also be taken to not use oversized bulbs.

A18.1.3.6. The use of multiple plugs is prohibited.

A18.1.3.7. Electrical cords will not be extended under rugs or carpets.

A18.1.3.8. Extension cords will not be used in lieu of permanent wiring.

A18.1.3.9. Deep freezers and refrigerators will not be operated with an extension cord unless the gauge (size) of the wire in the extension cords is as large or larger than that of the appliance it is used for.

A18.1.3.10. Radios and television sets will be enclosed in cases or cabinets with back covers in place.

A18.1.3.11. Coffee makers, waffle irons, pressing irons, etc., will be disconnected immediately after use.

A18.1.3.12. Kitchen ranges, hoods, ducts, filters, and surroundings areas will be kept free of grease deposits.

A18.1.3.13. Filters will be installed in hoods when cooking is being done.

A18.1.3.14. Cooking will not be left unattended.

A18.1.3.15. Charcoal type cooking equipment will not be used inside, on balconies, or within ten feet of building or combustible materials.

A18.1.3.16. Insecticides, aerosol canned materials, flammables, and explosives will not be stored in excessive amounts or in areas subject to source of ignition or heat.

A18.1.4. Filters will be installed in the furnace and replaced or cleaned as necessary. Pilot light access panels on furnaces and water heaters will be in place at all times.

A18.1.5. Flammable liquids, such as gasoline will:

A18.1.5.1. Not be stored in family quarters.

A18.1.5.2. Be stored in garage or carport storage compartment.

A18.1.5.3. Be kept in a metal container approved by a recognized testing laboratory.

A18.1.5.4. Be kept in one container not to exceed five gallon capacity.

A18.1.6. Fuel powered lawn maintenance equipment will:

A18.1.6.1. Not be stored in family quarters.

A18.1.6.2. Not be fueled with engine running. Sufficient time will be allowed for engine to cool before refueling.

A18.1.6.3. Be kept free of oil and fuel leaks.

A18.1.7. Gasoline, naphtha, and other flammable liquids will not be used for cleaning purposes.

A18.1.8. Shooting of fireworks and various forms of pyrotechnics are prohibited.

A18.1.9. Burning of leaves and trash is prohibited.

A18.1.10. In the event of a fire in the housing area, parents will keep their children under control and not allow them to follow the fire vehicles.

A18.1.11. Parents will control the activities of their children and keep matches, lighters, and other spark producing devices out of their reach.

A18.1.12. Black powder and gun powder for loading of firearm shells, for personal use, in quantities not to exceed five pounds may be stored in original containers away from all sources of heat and electrical power.

A18.2. Fire prevention training or inspections will be accomplished by contacting Assistant Chief, 75 CEG/CEFT, 777-0236.

A18.3. Smoke detectors are installed in all units of Military Family Housing (MFH). In compliance with NFPA 72, Section 2-6.2, occupants must clean and inspect these devices at least monthly.

A18.4. Fire extinguishers are installed in all units of MFH for additional fire protection. These extinguishers, ABC Dry Chemical, can be used on all types of fires. To ensure proper operation, extinguishers must be periodically checked and proper treatment afforded.

Attachment 19**REQUIREMENTS FOR CONTRACTORS**

A19.1. Contractors will be briefed at the preconstruction conference on fire protection requirements by a representative from 75 CEG/CEFT.

A19.2. All contractors will comply with Air Force, OSHA, AFMC, and OO-ALC-HAFB directives. A fire protection guide for contractors will be provided by 75 CEG/CEFT to ease interpretation of instructions and directives.

A19.3. Subcontractors are subject to the same fire protection requirements as prime contractors. It is the responsibility of the prime contractor to brief all subcontractors and ensure compliance with all fire protection guidance.

A19.4. Contractors requiring welding, cutting, or other open flame devices, must attend a training class and have a valid permit as stated in Attachment 16 of this supplement before such work is started.

A19.5. Fire hazards noted by the fire inspectors during the construction period will be coordinated through contract overseer for immediate corrective action.

A19.6. Contractors will furnish all required fire extinguishers for jobs being performed on Hill AFB. Extinguishers must meet the requirements outlined in NFPA Standard No. 10.

A19.7. Contractors requiring the use of fire hydrants must have prior approval the 75 CEG/CEF. Hydrants may only be operated by a hydrant wrench and must be equipped with a gate valve adaptable to fire hose. Hydrant tools must be provided by the contractor. Report all leaking or damaged hydrants to the 75 CEG/CEF. Insure that hydrants are fully opened when in use.

Attachment 20

PROJECT REVIEW

A20.1. All projects, including non-appropriated fund, Army and Air Force Exchange Services, Army and Air Force Motion Picture Services, self-help, new construction, and modification of facilities will be reviewed by the Fire Chief or representative.

A20.2. A minimum of five workdays to review such projects will be necessary in order to ensure they meet all fire protection standards.

A20.3. Each project will be submitted in its entirety. Any project that does not have all the pertinent information will be returned to the originator without coordination of 75 CEG/CEF.

A20.4. Fire Safety Deficiencies (FSD) corrections will be assigned by 75 CEG/CEFT on all projects submitted for correction of fire deficiencies or hazards as outlined in *AFI 91-301, Air Force Occupational and Environmental Safety, Fire Prevention and Health (AFOSH) Program*.

Attachment 21**INSTALLED FIRE PROTECTION SYSTEMS**

A21.1. To eliminate false alarms, responsible personnel will notify the fire department before performing maintenance, repairs, or rehabilitation of any facility where the possibility exists of an accidental alarm or activating the installed fire detection or protection systems. At any time a fire protection or detection alarms system hampers accomplishment of contract work or maintenance call Customer Service (775 CES/CEZC) at 777-1856 or 775 CES/CEZS at 777-2177.

A21.2. The requirements for inspection and testing of all fire protection system is outlined in *AFM 91-37, Maintenance of Fire Protection Systems*, and *AFI 32-2001*. The schedules and procedures outlined in these publications will be strictly adhered to.

A21.3. Tampering with installed fire detection or protection systems in any manner, including the malicious sending of false alarms, will result in disciplinary action. The applicable unit commander will be required to investigate each tampering incident and give results of investigation with action taken to the Base Commander to preclude recurrence.

A21.4. A 36 inch clearance will be maintained in all directions around sprinkler systems risers, fire department connections, panels, and fire alarm pull boxes. A clear access to these must be maintained as outlined in Attachment 1, paragraph A1.12. of this supplement.

A21.5. No objects or decorations will be suspended from any fire alarm system or component equipment at any time.

Attachment 22**FIRE PROTECTION DEFICIENCY CORRECTION PROGRAM**

A22.1. The fire protection deficiency correction program will be accomplished as follows:

A22.1.1. The Fire Protection Specialist in 75 CEG/CEFT is the point of contact for the engineer manager concerning fire protection features of base facilities.

A22.1.2. The Fire Protection Specialist reports fire protection deficiencies which are corrective through civil engineering methods to program development of *AF Form 332* for inclusion in an appropriate work program. Work request priority is entered and justified on *AF Form 332*, as shown in *AFI 91-301*.

A22.1.3. A fire protection deficiency chart will be maintained by Structural Repair Flight (775 CES/CEZR).

A22.2. The Fire Protection Specialist for 75 CEG/CEFT monitors status of the fire protection deficiency correction program and the base hazard abatement program as it applies to fire protection. Industrial Management Flight (75 CEG/CERI) provides 75 CEG/CEF a written status report on all fire protection deficiency projects each 30 days.

A22.3. Identified fire protection hazards will be entered into the Base Hazard Abatement Program. Risk Assessment Codes (RAC) for fire hazards will be assigned by the Fire Chief or his representative. All identified fire hazards 1 through 4 will be assigned and forwarded to 75 CEG/CC. All RAC 1, 2, or 3, or FSD 1, 2, 3 will be tracked in the Hazard Abatement Program and reviewed by the Occupational Safety, Health, and Fire Prevention Council quarterly.

A22.4. FSD will be identified and risk assessment codes (RACS) assigned by 75 CEG/CEFT and programmed for completion as soon as possible by Engineering Division (75 CEG/CEC).

Attachment 23**INSPECTION BY 75 CEG/CEF**

A23.1. All facilities, including open areas, will be inspected by professional fire prevention inspectors on a monthly, quarterly, semi-annual, or annual basis depending on the degree of fire potential.

A23.2. Inspection schedules are prepared at least three months in advance. Mandatory frequencies are conducted annually or when necessary. The Fire Chief may require more frequent inspections.

A23.3. The primary responsibility of fire prevention and compliance with recommendations of the fire inspector rests with the unit commander and supervisors of the areas being inspected. The following system is used for all scheduled inspections:

A23.3.1. The building manager, or an alternate designated at the time of inspection, accompanies the fire inspector during the inspection.

A23.3.2. The fire inspector uses *AF Form 218, Facility Fire Prevention/Protection Record*, as checklist during the inspection.

A23.3.3. On completion of the inspection, the fire inspector briefs the building manager and completes *AF Form 1487, Hazard/Deficiency Inspection Report*. This form is completed if deficiencies are detected. A copy is given to the building manager at time of debriefing. If no deficiencies are noted, *AF Form 218* will be annotated as such.

A23.3.4. When deficiencies are found, every effort is made to correct the situation at time of inspection. When this is not possible and correction is within the capability of the unit commander or supervisor, the inspector annotates the *AF Form 1487* as to action required, time to correct, complete, and return the report to 75 CEG/CEFT. All *AF Forms 1487* showing deficiencies that were not corrected at time of inspection must be annotated by the unit commander, or supervisor of corrective action taken and returned to 75 CEG/CEFT within the time specified on the report.

A23.3.5. *AF Form 1487* is routed through the Wing Commander when:

A23.3.5.1. Hazards are recurrent.

A23.3.5.2. An effective fire prevention program has not been established.

A23.3.5.3. Unit commanders or supervisors have failed to enforce established fire prevention practices.

A23.3.5.4. Corrective action on a noted hazard is delayed for an unreasonable time.

A23.3.6. If dangerous practices are observed during an inspection, the fire inspector will recommend that the operation be terminated. The Fire Chief is then notified. The Fire Chief and Civil Engineer will personally observe the operation. If discussion with the unit commander and supervisor fails to resolve the problem, the Civil Engineer will notify the Wing Commander, who will determine if the operation is to continue or be terminated. Safety Office (OO-ALC/SE) assistance may be solicited in making the final determination.

A23.3.7. Fire prevention inspectors will emphasize the following during inspections:

A23.3.7.1. Knowledge of fire reporting, evacuation, and first aid fire fighting procedures. A random sample of personnel are questioned during each inspection.

A23.3.7.2. Adequacy and condition of fire detection, alarm, and protective systems and devices including fire extinguishers.

A23.3.7.3. Adequacy and condition of devices and facility features to segregate and separate special fire hazard occupancy areas (fire doors, walls, stops, drafts, etc.).

A23.3.7.4. Condition of heating, fuel handling, and similar hazard producing installations and equipment.

A23.3.7.5. Adequacy of safe practices to eliminate and prevent fires.

A23.3.7.6. Smoking control and other hazardous personal practices.

A23.3.7.7. Currency of the fire department's *AF Form 1028, Facility Pre-Fire Plan*. Report changes in construction, occupancy, or other factors to the Assistant Chief of Operations.

A23.3.7.8. Condition of electrical equipment and connection.

A23.3.7.9. Housekeeping practices.

A23.3.7.10. Adequacy, condition, and accessibility of fire exits and escapes.

A23.3.7.11. Proper separation of hazardous materials and chemicals.

A23.3.7.12. Proper separation, storage, and placarding of explosives.

A23.3.7.13. Evidence of unauthorized self-help projects.

A23.4. AF Form 332 will be prepared and submitted by facility functional managers on all structural deficiencies noted.

Attachment 24**FIRE PREVENTION ON THE FLIGHT LINE**

A24.1. Smoking, striking matches, and operating mechanical lighters and other flame producing devices is prohibited within 50 feet of aircraft.

A24.2. Grounding and bonding of aircraft and support equipment will be in strict compliance with TO 00-25-172.

A24.3. Placement and maintenance of flight line fire extinguishers will be in compliance with Attachment 6 of this supplement.

A24.4. Every effort must be made to minimize fuel spills. When fuel spills occur they will be handled as follows:

A24.4.1. Class I-Spills involving an area less than two feet in any plane dimension. These spills need only be monitored until the aircraft is removed. If this type spill creates a fire exposure to the aircraft or equipment it will be handled as in Class II.

A24.4.2. Class II-Spills involving an area not over ten feet in any dimension or not over 50 square feet in area. These spills require posting a fire guard and immediate notification of the fire department, who will immediately dispatch sufficient equipment to neutralize the spill.

A24.4.3. Class III-Spills involving an area over ten feet in any plane dimension or over 50 square feet in any plane dimension or of a continuing nature. These spills require posting of fire guards and immediate notification of the fire department, who will immediately send sufficient equipment to neutralize the spill. This class spill will be declared a ramp accident or incident.

A24.5. Oil and hydraulic fluid spills are removed by the agency responsible for the spill. Proper absorbents will be used to pick up and dispose of oils and hydraulic fluids.

Attachment 25

ACTIONS TO TAKE IN THE EVENT OF FIRE

A25.1. When there is a fire in any building, immediate action must be taken to evacuate personnel, notify the fire department, and try to control the fire. All personnel must be familiar with fire exits and fire extinguishers in their assigned work area. A rally point no closer than 300 feet from the building being evacuated will be established for all personnel evacuating the building. For buildings containing explosives refer to *AFMAN 91-201*.

A25.2. Sequence of actions to be taken are as follows:

A25.2.1. Upon detecting a fire, sound alarm by either verbal or mechanical means.

A25.2.2. Call fire department by dialing 911, and give the following information:

A25.2.2.1. Name, building number, specific location of the fire in the building.

A25.2.2.2. What is burning, electrical, trash, machine, or whatever is involved.

A25.2.2.3. Report any known casualties.

NOTE: Caller will stay on the line until released by the operator.

A25.2.3. If feasible, personnel will attempt to control the fire using portable fire extinguishers.

NOTE: No attempt should be made to fight a fire which is obviously too large to control with available fire extinguishers.

A25.2.4. Post an individual outside of building to direct responding fire fighting crews to the site of the fire.

A25.2.5. Security custodians will, if possible, take immediate action to ensure classified material is properly secured.

A25.2.6. If time and personnel safety permits, make every effort to remove high value items from the hazard area.

NOTE: In buildings housing aircraft, tow bars must be immediately available for evacuation of aircraft.

A25.2.7. Personnel will immediately leave the building and report to the designated rally location. Take due caution, as emergency vehicles will be arriving at the scene.

A25.2.8. At the rally point, the senior supervisor will determine if there are any personnel missing. Personnel not accounted for will be reported to the Senior Fire Officer (SFO) at the scene. All personnel will remain at the rally point until released by the SFO.

A25.3. Supervisors at all levels must ensure all personnel under their jurisdiction are familiar with the procedures outlined in this supplement.

NOTE:

All fires, including extinguished fires, must be reported to 75 CEG/CEF.