

# *Contractor's Guide*

## **Safeguarding Construction/Demolition Operations From Fire**



**CONTRACTOR'S GUIDE**

This pamphlet establishes minimum fire prevention/protection requirements to be observed by contracted personnel involved in construction or demolition projects on Joint Base Elmendorf-Richardson (JBER). It applies to all contractors, subcontractors, and their employees, hereafter referred to as contractor(s), while conducting business within the confines of JBER. In addition to this publication, contractors are responsible for following the requirements of OSHA 1926, *Safety and Health Regulations for Construction*, U.S. Army Corps of Engineers Engineering Manual (EM) 385-1-1, *Safety and Health Requirements*, and NFPA 241, *Standard for Safeguarding Construction and Alteration and Demolition Operations*, as specified in their contract.

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**Terms explained:**

- a. Area of Responsibility: All buildings and adjacent open areas assigned to an organization or individual.
- b. Fire Hazard: Any existing condition or situation that, if not corrected, could result in an undesired ignition and subsequent fire, causing personal injury and/or loss of life.
- c. Fire Prevention: Measures directed toward avoiding the start of a fire.
- d. Fire Suppression: The notification, response, attack, control, confinement, and extinguishment of a fire.
- e. Installed Fire Protection Systems: Systems installed in various facilities to detect a fire, to sound an alarm and/or extinguish a fire in the incipient phase.
- f. Shall: Indicates a mandatory requirement.
- g. Should: Indicates a recommendation or advisement, but is not required.

**1. Fire Reporting Procedures:**

- a. Quick and accurate reporting of a fire is essential to minimize the response time of fire crews. Anyone who discovers a fire, no matter how small shall report it immediately to the fire department, even if the fire has been extinguished. **ALL FIRES MUST BE REPORTED.**
- b. If a fire occurs, take the following actions:
  - (1) **SOUND THE ALARM** (Verbal and/or mechanical). Activate the facility's fire alarm system if equipped with one.
  - (2) **CALL THE FIRE DEPARTMENT** by dialing **911** from any base phone. If you dial **911** from a cellular phone you will be connected to the Anchorage Fire Department's dispatch center and you must inform the dispatcher you are reporting an emergency on JBER.
  - (3) When the Fire Dispatch operator answers, remain calm and give the building number and name, location within the building, and the type of fire if known. **DO NOT HANG UP** until instructed to do so from the operator.
  - (4) Try to extinguish small fires only after you have sounded the fire alarm and have evacuated all occupants from the area, **AND** if you've been properly trained.

- (5) Never place yourself or others in danger while trying to extinguish a fire. If in-doubt get out.

**2. Water Supplies:**

- a. Adequate water supply for fire protection, either temporary or permanent, shall be made available as soon as combustible materials are stored on site.
- b. Call Fire Dispatch at 552-2801 for approval and instructions in the event the contract calls for shutting down or connecting to fire hydrants, sprinkler systems, standpipe systems, or other water sources used in the support of fire suppression operations.

**3. First Aid Firefighting Equipment:**

- a. At least one (1) minimum rated 2A:10B:C fire extinguisher shall be provided for each temporary shack, portable building, workshop, and job site work area/floor in accordance with OSHA 1926.150 and NFPA 241. These fire extinguishers are the sole responsibility of the contractor.
- b. Clear and unobstructed access shall be maintained to fire extinguishers at all times.

**4. Access for Firefighting:**

- a. Access for firefighting vehicles shall be provided to the immediate job site during all phases of construction.
- b. Complete access to fire hydrants and sprinkler system/standpipe connections shall be maintained during all phases of construction. Snow removal from these areas is the sole responsibility of the contractor.
- c. No construction materials shall be placed within 15 feet of any fire hydrant or fire department connection.
- d. All buildings over one story in height shall have at least one stairwell in usable condition at all times. This stairwell shall be illuminated and provided with exit signs.

**5. Supervisor's and Safety Foreman's Responsibilities:**

- a. The contractor shall place a capable and responsible supervisor in charge of site safety and fire prevention. Their responsibilities should include general supervision of portable heating equipment, cutting, welding, open flame operations, and the construction site's fire prevention program.
- b. All site safety briefings shall be conducted and documented.

**6. Fire Alarm Systems:**

- a. Fire Dispatch (552-2801) and the Fire Prevention Office (384-5555) shall be notified at least 24 hours in advance if;
  - (1) Disconnecting or removing any facility electrical energy source that supplies any fire alarm system component or panel.
  - (2) Removing or disconnecting any part of the fire alarm system that would adversely affect the transmission or public notification of a fire.
- b. During construction projects, new fire detection systems shall follow construction closely and be put into service as soon as possible.
- c. During demolition projects, the fire alarm system shall remain in operation as long as possible.
- d. A plan shall be developed by the contractor prior to the start of work to identify the areas protected by a detection system that will need to be deactivated to allow for demolition or new construction to start. All serviceable zones that remain shall be reactivated at the end of each workday.

**7. Sprinkler Protection:**

- a. If automatic sprinkler protection is to be provided, the installation should closely follow construction and be placed in service as soon as possible
- b. Fire Dispatch (552-2801) and the Fire Prevention Office (384-5555) shall be notified at least 24 hours prior to closing any valves or disabling of any portion of a sprinkler system.

**8. Standpipes:**

- a. The use of fire hose connected to standpipe systems within buildings for other than fire suppression operations is prohibited.

**9. Confined Space Program:**

- a. Contractors are responsible for establishing a Confined Space Program IAW 29 CFR 1910.146

**10. Cutting and Welding Operations:**

- a. Cutting, welding, open flame devices, or other forms of hot-work shall not be operated by contractors until a AF Form 592, USAF Welding, Cutting, and Brazing Permit has been

issued by a JBER Fire Inspector or Permit Authorizing Individual (PAI) certified by the JBER Fire Prevention Office.

- b. Certification training is offered at the Fire Prevention Office (724 Quartermaster Rd., Room 212) every Thursday morning starting at 0800 between April and August, and the first Thursday of each month from September through the following March. All contractors and sub-contractors needing to conduct hot work operations are required to attend this class prior to starting work on JBER. This class covers general fire prevention regulations, welding and cutting operations, fire watch responsibilities, and other information relevant to working on JBER. Seating is limited, so please call 384-5555 to make reservations or to receive further information.
- c. 24-hour notification is required if welding permits are to be issued by the Fire Prevention Office.

**11. Smoking:**

- a. Smoking is prohibited in all DoD Facilities. Smoking in buildings under construction or other hazardous areas specified in OSHA 1926 is strictly prohibited.
- b. Smoking on the job site will be permitted only in designated areas in accordance with EM 385-1-1 and NFPA 241.

**12. Disposal of Waste:**

- a. Waste materials and rubbish shall not be stored or allowed to accumulate within any building or in the immediate vicinity. All materials shall be removed from the premises at the end of each work shift or more often as necessary.
- b. Good housekeeping practices shall be adhered to and access ways shall be kept clear at all times.
- c. Boiler and mechanical rooms shall not be used for any type of storage.

**13. Flammable Liquids:**

- a. Flammable liquids and other hazardous materials such as paints, flammable thinners, gasoline, and roofing asphalt or tar shall be stored in detached structures or in areas designed for such storage.
- b. Adequate ventilation shall be provided for paint spraying operations involving the application of materials utilizing adhesives containing flammable solvents. Such operations shall be conducted remote from any potential source of ignition.
- c. Large amounts of flammable and combustible liquids (in excess of 55 gallons) shall be reported to Fire Dispatch (552-2801) or the Fire Prevention Office (384-5555) to include

the product name, quantity and storage location on site. Storage and use of flammable/combustible liquids shall be in accordance with NFPA 30, *Flammable and Combustible Liquids Code*; OSHA 1926, *Subpart F*; and NFPA 241.

**14. Hazardous Materials:**

- a. Large quantities of hazardous materials (in excess of 55 gallons) used during construction shall be reported, and their Safety Data Sheet (SDS) provided, to Fire Dispatch (552-2801) or the Fire Prevention Office (384-5555). Fax to 552-8768
- b. All applicable federal and state requirements shall be complied with regarding hazardous materials.

**15. Roofing Operations:**

- a. Asphalt and tar kettles shall be located at least 20 feet from a building and 50 feet from combustible or flammable liquids. Tar kettles shall not be placed on roofs. Tar will be pumped up to the work area. Continuous supervision shall be maintained while kettles are in operation. Metal covers shall be provided for all kettles to smother flames in the event of a fire.
- b. There shall be a minimum of two (2) 10A:80B:C rated fire extinguisher located no more than 30 feet from operating kettles and one located on the roof at all times.
- c. All mop heads and brooms used for spreading tar shall be removed from the roof at the termination of daily operations.

**16. Portable heating equipment (salamanders, LNG, LPG, etc.):**

- a. Heaters used in the vicinity of combustible tarpaulins, canvas, or similar coverings shall be located a minimum of 10 feet from the coverings, and nearby coverings shall be secured to prevent inadvertent contact. "Fire resistant" plastics are not fire proof and shall comply with the same requirements as the above mentioned coverings.
- b. Heater use and clearance to combustible materials shall be in accordance with OSHA 1926.154 and EM 385-1-1.
- c. Close surveillance of operating heaters shall be maintained, to include initial and periodic checks to ensure proper function.