

**Policy:** *Fire Protection Equipment Policy*

**Responsible Party:** *Director, Safety and Risk Management*

**Revised:** *2/1/2017*

**Effective date:** *7/1/2013*

**Review date:** *2/1/2020*

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**Introduction and Purpose:**

Safety and Risk Management is committed to promote effective regulatory compliance, environmental health and safety practices through expertise and assistance; incorporating Risk Assessment and Risk Control strategies throughout MSU increasing our organization’s ability to succeed while enhancing institutional value. The Safety and Risk Management Policy endorses programs, procedures and resources which assist in this promotion.

This policy is an overarching document that outlines the policies set in place by Safety and Risk Management (SRM) for Montana State University (MSU) and its employees. Referenced procedures, written programs, training requirements and guidelines apply to employees as described in the relevant policies and procedures. MSU departments, administrators, managers, faculty and staff are required to comply with the requirements and specifications established for this purpose.

The primary goal of the Safety and Risk Management Policy is to ensure that the safety and health of faculty, staff, students and the visiting public will not be compromised while on campus. A major contributing factor to this is through practicing industry best practices to maintain compliance with environmental and safety laws, rules and regulations.

**Policy:**

**100.00            GENERAL**

The Office of Safety and Risk Management (SRM) has developed, and implemented the Fire Protection Equipment Impairment Testing Policy MSU. This policy is designed to establish testing inspection and maintenance of Fire Protection Equipment throughout MSU to maintain its working order.

Fire Protection Equipment located throughout MSU is tested, as required by the applicable National Fire Protection Association (NFPA) Standards, for impairments by designated groups. These impairments include, but are not limited to functionality, flows, alarms, visual inspection, pressure checks, etc.

**200.00            AUTHORITY**

The regulatory documents MSU uses to test and maintain Fire Protection Equipment (FPE) throughout MSU are NFPA Standards and 2012 International Fire Code (IFC). All NFPA Standards listed by reference shall be considered part of the 2012 IFC.

### **300.00            RESPONSIBILITIES**

Oversight of the Fire Protection Equipment Impairment Testing is provided by the MSU Fire Marshal whom oversees, testing and maintenance scheduling, record keeping, maintenance and repair of MSU's fire protection equipment.

#### **310.00            *MSU Fire Marshal***

1. Oversight of the FPE responsibilities and condition
2. Testing and Maintenance of FPE
3. Recordkeeping of FPE
4. Maintenance and Repair of FPE

#### **320.00            *Office of Facilities Services***

1. Test and maintain FPE with certified technicians, where necessary.

#### **330.00            *Supervisors and Management***

1. Notify the MSU Fire Marshal when FPE is in ill condition or has been tampered.

#### **340.00            *Licensed Contractors***

1. Assist in the testing and maintenance as outlined by MSU Fire Marshal

### **400.00            IMPAIRMENT TESTING PROTOCOLS**

The SRM Fire Marshal shall supervise and schedule all inspections and tests of fire alarm, suppression and firefighting water supply systems at MSU-Bozeman. Impairment testing at MSU is in accordance the current International Fire Code and applicable NFPA Standards.

#### **310.00            *Individual Item Testing Protocols***

1. Fire alarms, and related devices, (smoke and duct detectors, fire door operation, horns and strobes) which are provided in MSU Bozeman structures shall be inspected and tested semiannually in accordance with current IFC, and NFPA 72 requirements.

2. Automatic water fire suppression systems (sprinkler systems) shall be inspected and tested on a semi-annual basis in accordance with current IFC and NFPA 25 requirements. Fire sprinkler heads are inspected annually by SRM Personnel.
3. Fire pumps are tested bi-monthly throughout the year by Simplex Grinnell. NFPA 25
4. Clean Agent and Halon extinguishing systems will be inspected, tested, serviced and maintained in accordance with current IFC and NFPA 12A and NFPA 2001.
5. Automatic extinguishing systems provided for MSU cooking equipment will be inspected, tested, and serviced, and maintained in accordance with current IFC and NFPA 17A.
6. Industrial /Gas Stations (Fixed Dry Chemical) extinguishing systems for enclosed steel outbuildings will be inspected, tested, serviced, and maintained in accordance with current IFC and NFPA 17 .
7. All MSU Bozeman campus fire hydrants will be inspected and tested for available water flows on an annual or bi-annual basis in accordance with current IFC and NFPA 291.
8. MSU Standpipe Systems are tested in accordance with current IFC and NFPA 25. Hose connections and Fire Department Connections (FDC's) are inspected semi-annually. Dry Standpipe systems are hydro statically tested every 5 years.
9. All MSU Bozeman campus fire extinguishers units shall be inspected on a monthly basis in accordance with current IFC and NFPA 10. Inspections shall be conducted by MSU custodians and any exceptions noted will require the extinguishers be replaced. Annual inspections and required hydrostatic testing shall be conducted by a qualified contractor.

## **500.00 DEFINITIONS OF FIRE PROTECTION EQUIPMENT (FPE)**

- Alarm panels, associated indicating devices, detection devices, occupant notification devices, and fire doors. (Tested by NICET Certified MSU Fire Alarm Technicians)
- Water based fire sprinkler systems (Tested by licensed contractor)
- Fire Pumps (Tested by licensed contractor)
- Clean Agent Extinguishing Systems (Tested by licensed contractor)
- Dry Chemical Fixed Extinguishing Systems (Tested by licensed contractor)
- Portable Fire Extinguishers (MSU Custodial and licensed contractor)
- Kitchen Hood Extinguishing Systems (Tested by licensed contractor)
- Standpipes and Hose Connections (MSU-SRM personnel and licensed contractor)
- Fire Hydrants (MSU-SRM personnel and MSU-OFS Plumbers)

## **APPENDIX**

### **A: References:**

[National Fire Protection Association \(NFPA\)](#)

[International Fire Code \(IFC\)](#)