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Section: 101.06

**STANDARD OPERATING
PROCEDURE (S.O.P.)**
SPRINKLERED BUILDINGS

Purpose:

To establish procedures to be used when incidents involve buildings equipped with fire suppression systems.

Scope:

These guidelines shall apply to all College Place Fire Department operations that involve sprinklered buildings.

Responsibility:

1. It shall be the responsibility of the Fire Chief to ensure all College Place Fire Department officers are made aware of existing sprinklered buildings within the city limits.

Procedure:

1. A Senior Member shall designate an engine company to stand by or hook up (if fire or smoke is showing) to the sprinkler system during the first alarm.
2. If no fire or smoke is showing, the designated engine company will stand by the sprinkler connection and await further instructions.
3. Sprinklers shall only be shut off on order from the Incident Commander.
4. If the system is shut down one person shall remain at the sprinkler shut-off valve until it is turned on again and the system is in working order.
5. The person assigned this task shall have a means of communicating through his supervisor with the Incident Commander. This communication may be by voice or hand signals, if the distance is short, or by portable radio for longer distances.


Restoring of Fire Suppression Systems

1. When a responsible person is present, the fire department officer in charge:
 - A. Shall inform the property owner/manager of any observed problems with the fire suppression system.
 1. May provide advice on restoration of the system, however, the College Place Fire Department **shall not** restore a suppression system for the property owner or manager.
 2. May silence the system, but notification must be give to the property owner/manager to have the system reset or repaired.
 - 1) **When the system is not reset, the owner/manager shall provide notification to all building tenants and provide a fire watch until the system is fully restored.**
 - 2) When the system is restored the building owner/manager shall notify the College Place Fire Department through the dispatch center.
6. In the event there is not a responsible party present on the premises, the officer in charge shall:
 3. Request Dispatch contact the appropriate people.
 4. Inspect the premises to insure there is no fire or smoke.
 5. Attempt to silence the alarm.
 6. Inform any occupants that the system is out of service until it can be reset by the appropriate people.

Malfunctions or Deficiencies

- 1) Any malfunction or deficiency of a fire suppression system shall be reported to the Fire Marshal on the appropriate forms and also noted in the incident report (NFIRS).
- 2) Whenever there is an ongoing re-occurrence of a system malfunction at a given location, the Fire Marshal will be notified by the Shift Captain.

- 3) The Fire Marshal's office shall follow-up to ensure the system has been restored.

Approved: 	Date: 06/13/2006
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