

**BY ORDER OF THE COMMANDER
35TH FIGHTER WING**

35TH FIGHTER WING PAMPHLET 32-2001



**6 MAY 2015
Certified Current, 6 May 2019
Civil Engineer**

FIRE PROTECTION PROGRAM

COMPLIANCE WITH THIS PUBLICATION IS MANDATORY

ACCESSIBILITY: Publications and forms are available on the e-Publishing website at www.e-publishing.af.mil for downloading or ordering

RELEASABILITY: There are no release restrictions on this publication

OPR: 35 CES/CEF

Certified by: 35th CES/CC
(Lt Col Max E. Johnson)

Supersedes: 35 FWI 32-2001,
5 August 2010

Pages: 18

This instruction aligns with AFPD 32-20, Fire Emergency Services, and AFI 32-2001, Fire Emergency Services Program. It establishes policies, practices, and procedures for a comprehensive base fire protection program at Misawa. It applies to all personnel assigned or attached to units at Misawa AB, to include all tenant organizations. It assigns responsibilities for fire prevention and protection and establishes a recognized standard practice for safeguarding life and property from the effects of fire. Failure to prevent fires could seriously hamper mission accomplishment here and at other bases worldwide. Therefore, it is essential that all personnel, military and civilian, maintain constant vigilance to prevent needless loss of life and property. This regulation is consistent with Air Force Occupational Safety and Health (AFOSH) standards, National Fire Protection Association (NFPA) standards, Unified Facilities Criteria (UFC), Fire Protection for Facilities Engineering, Design and Construction Requirements, Engineering Technical Letters, and the Uniform Building Code. Standards for unique conditions for which no fire prevention criteria have been developed or published will be developed according to the recommendation of the Misawa Fire Emergency Services Flight. Ensure that all records created as a result of processes prescribed in this publication are maintained IAW Air Force Manual (AFMAN) 33-363, Management of Records, and disposed of IAW Air Force Records Information Management System (AFRIMS) Records Disposition Schedule (RDS). Additionally, if the publication generates a report(s), alert readers in a statement and cite all applicable Reports Control Numbers in accordance with AFI 33-324. Refer recommended changes and questions about this publication to the Office of Primary Responsibility (OPR) using the AF Form 847, Recommendation for Change of Publication; route AF Form 847s from the field through the appropriate functional' s chain of command.

SUMMARY OF CHANGES

This publication has been substantially revised and must be completely reviewed.

Chapter 1—ADMINISTRATION AND ENFORCEMENT	4
1.1. Purpose:	4
1.2. Authority:	4
1.3. Fire Prevention and Protection Program:	4
1.4. Fire Prevention and Public Education:	4
1.5. Fire Protection Engineering Program:	4
1.6. Construction Requirement, Alteration, Modifications and Self-Help Projects:	5
1.7. Change of Occupancy:	5
1.8. Notification of Public Gatherings:	5
Chapter 2—RESPONSIBILITIES	6
2.1. Organizational Commanders:	6
2.2. Facility Managers:	6
2.3. Supervisors and Employees:	7
2.4. Contractors:	7
2.5. Security Forces:	7
Chapter 3—EMERGENCIES	8
3.1. Actions After Reporting an Emergency:	8
3.2. Spectators at an Emergency:	8
Chapter 4—GENERAL FIRE SAFETY AND FIRE EXTINGUISHERS	9
4.1. Fire Hydrants:	9
4.2. Fire Lanes:	9
4.3. Emergency Evacuation Procedures:	9
4.4. Fire and Evacuation Drills:	9
4.5. Fire Doors:	9
4.6. Fire Protection Equipment:	9
4.7. Fire Alarm Systems.	10
4.8. Electrical Safety:	10
4.9. Cooking Appliances:	10
4.10. Major Appliances:	11

4.11. Vehicles:	11
4.12. Reports and Records:	11
Chapter 5—GENERAL HOUSEKEEPING	12
5.1. Storage and Handling:	12
5.2. Storage in Mechanical and Boiler Rooms:	12
5.3. Garbage:	12
Chapter 6—MEANS OF EGRESS	13
6.1. Exits:	13
6.2. Exit Signs and Emergency Lighting:	13
6.3. Means of Locking and Securing Exits:	13
6.4. Exit Travel Distance Requirements Reference:	13
Chapter 7—HAZARDOUS MATERIALS	14
7.1. Hazardous Materials Reference:	14
Attachment 1—GLOSSARY OF REFERENCES AND SUPPORTING INFORMATION	15
Attachment 2—MISAWA AB FIRE PREVENTION FACILITY MANAGERS MONTHLY CHECKLIST	17

Chapter 1

ADMINISTRATION AND ENFORCEMENT

1.1. Purpose: This instruction defines policies, responsibilities, and standard procedures for fire prevention and protection for base facilities and Military Family Housing. This instruction establishes minimum fire prevention measures for complete fire protection services to prevent loss of life or personal injuries and reduce property loss to the lowest attainable level consistent with mission, sound engineering and economic principles

1.2. Authority: This office is directed under AFI 32-2001, Fire Emergency Services Program, 27 February 2014. The Misawa Fire Emergency Services Flight is authorized to inspect all buildings or premises for dangerous conditions or hazardous materials set forth in this standard.

1.3. Fire Prevention and Protection Program: In accordance with (IAW) AFI 32-2001, facilities are to be inspected by the fire prevention inspectors or as determined by the Base Fire Chief.

1.4. Fire Prevention and Public Education: The Fire Prevention Office, 35 CES/CEFP, is available to present fire prevention lectures and demonstrations. To request training or fire station tours, call the fire prevention section at 226-4055.

1.4.1. Facility Managers Fire Prevention Program - 1 hour. (2nd Monday of the Month)

1.4.2. Housing Brief/Portable Fire Extinguisher Training - 30 minutes. (1st and 3rd Monday of the Month)

1.4.3. Child Care Providers Fire Safety Program - 1 hour.

1.4.4. TLF/VOQ/VAQ Fire Safety Program For Employees - 1 hour.

1.4.5. Contractors Fire Safety briefing - 20 minutes.

1.4.6. Welding, Cutting, Brazing, and Grinding Fire Safety Program - 1 hour.

1.4.7. Crowd Control- 1 hour

1.4.8. Some courses require students to participate in hands-on training.

1.4.9. The Fire Prevention Office promotes National Fire Prevention Week held during October.

1.4.10. Sparky the Fire Dog and Smoky the Bear are available upon request for official functions only. Contact the Fire Prevention Office.

1.4.11. Fire Station Tours are available upon request. Contact the Fire Prevention Office.

1.5. Fire Protection Engineering Program: All facilities and structures on base are designed with fire protection safety features. Prior to new construction of any facility, the Fire Protection Engineer or Fire Prevention Office review drawings and specifications, ensuring life safety guidance and fire protection features are incorporated into projects. All construction, alteration, modification, renovation for self-help projects shall be coordinated with the 35 CES/CEO, 35 FW/SEG and 35 CES/CEFP as a minimum. All work must be documented on an AF Form 332, Base Civil Engineer Work Request, and submitted through Civil Engineering.

1.6. Construction Requirement, Alteration, Modifications and Self-Help Projects: Ensure construction on Misawa AB complies with the provisions of all Engineering Technical Letters, National Fire Protection Association standards, Unified Facilities Criteria and applicable AFOSH standards. This applies to new construction, rehabilitation, alteration, modification, self-help projects and maintenance or repair of facilities. Buildings or portions thereof may be occupied during construction, repair, alteration or additions only if all means of egress and all fire protection features are in place and continuously maintained for the portion occupied, and must remain IAW NFPA 101, Life Safety Code and AFI 91-203, AF Consolidated Occupational Safety Instruction. Existing facilities that meet the requirements of NFPA Standard 101 for existing occupancies do not have to be modified to new construction. Interior finish materials installed as a part of consideration, alteration, or modernization projects and movable partitions shall meet NFPA 255 and NFPA 258. The installation Fire Prevention Office shall be notified in writing of all pre-construction conferences, pre-final and final facility inspections.

1.7. Change of Occupancy: If a change of occupancy or portion of occupancy is required in an existing or new facility, this change shall be permitted only if such building or structure conforms to the requirements of the UFC, and NFPA standards applying to new construction or for the proposed use. A letter must be submitted to the Fire Prevention Office, 35 CES/CEFP for review and guidance pertaining to the requested change no less than 14 days prior to the proposed date.

1.7.1. Vacant buildings shall be secured against unauthorized trespass. The Fire Prevention Office shall be notified whenever a building becomes vacant and 14 days prior to the facility being occupied as the same type of occupancy. If a change of occupancy or portion of occupancy is required, then the process will be the same as above.

1.8. Notification of Public Gatherings: The event coordinator shall notify the Fire Prevention Office at least three weeks prior to any gatherings where the occupant load exceeds 250 people or is being conducted in a facility not specifically designed as an assembly occupancy assembly. An assembly occupancy is identified as an occupancy used for a gathering of 50 or more persons for deliberation, worship, entertainment, eating, drinking, amusement, awaiting transportation, or similar uses; or used as a special amusement facility, regardless of occupant load. An initial "Special Event Permit" application will be required to be completed 2 weeks prior to the event. This permit can be obtained by contacting the Fire Prevention Section. The initial application process may require a crowd control management plan to be developed and crowd control managers to be trained. This will be determined by the Fire Prevention Section upon receipt of the submitted "Special Event Permit" application to ensure that all requirements outlined in NFPA Standard 101 are met and the event participants are afforded a safe venue. The following announcement shall be read by the facility manager or other responsible party at all public assembly gatherings held indoors, prior to the start of that function: "Exits are located in the places I am now indicating. In the event of a fire, alarm activation or other emergency necessitating evacuation, please move in a calm and orderly manner to the nearest exit."

Chapter 2

RESPONSIBILITIES

2.1. Organizational Commanders: Commander's role: The most critical ingredient in an effective fire prevention and protection program is the commander's awareness, involvement and active participation. Organizational commanders, directors and chiefs of principal organizations are responsible for the fire prevention program in their areas of responsibility. Personnel who are appointed by organizational commanders or other responsible entities as facility managers shall attend the Facility Manager's Fire Prevention briefing annually. Contact 35 CES/CEO for training schedule. Ensure all assigned personnel are knowledgeable concerning fire reporting, personnel evacuation, fire prevention measures and fire extinguisher use.

2.2. Facility Managers: The initiation of false alarms by any person or any attempt to alter, operate or damage the function of any fire detection/protective systems is strictly prohibited and punishable under the Uniform Code of Military Justice (UCMJ). Facility managers shall attend Facility Manager's Training annually and ensure emergency contact names and phone numbers are kept up to date with Civil Engineering Real Property. Facility managers shall ensure all buildings within their responsibility are numbered and the numbers are visible from the road. Facility managers or their designee shall accompany the fire inspectors during fire inspections and allow complete access to the facility throughout the inspection. The inspector shall contact the manager on all fire hazards or deficiencies noted and the corrective action required.

2.2.1. Fire Extinguishers: Ensure all facility fire extinguishers are maintained in a ready-to-use condition and shall be inspected at a minimum of 30-day intervals for serviceability and availability and documented on the 35 FW Form 70, Extinguisher Inspection Record or via electronic records on Misawa FES Monthly Fire Extinguisher Inspection Record for all extinguishers under their control. The 35 FW Form 70 can be accessed through the AF e-Publishing website. If 35 FW Form 70 is inaccessible, facility managers can obtain a copy from the Fire Prevention Section. The Misawa FES Monthly Fire Extinguisher Inspection Record, is available from the Fire Prevention section.

2.2.2. Facility Inspections: Facility managers shall maintain and utilize fire prevention monthly checklist and all pertinent facility information to include, but not limited to AF Form 1487's, Fire Prevention Visit Report, flammable storage letters and approved smoking locations. The checklists shall be made available for annual safety inspections (Attachment 2). Route the AF Form 1487 through the unit commander for facility awareness and signature. Take interim corrective actions on all identified items that cannot be corrected by the suspense date. Flammable storage authorization letters must be renewed annually. Facility managers are responsible for correcting deficiencies/hazards noted during a fire inspection. For items that cannot be remedied immediately, submit an AF Form 332. Facility managers are responsible for performing follow-up actions on submitted AF Form 332.

2.2.3. Assembly Type Occupancies: In accordance with NFPA 101, Life Safety Code; facility managers of assembly occupancies shall maintain a minimum of one trained crowd manager or crowd manager supervisor.

2.2.3.1. Crowd control managers shall be provided where the occupant load exceeds 250, additional trained crowd managers or crowd manager supervisors shall be provided at a

ratio of one crowd manager or crowd manager supervisor for every 250 occupants, unless otherwise permitted by one of the following:

2.2.3.1.1. This requirement shall not apply to assembly occupancies used exclusively for religious worship with an occupant load not exceeding 2000.

2.2.3.1.2. The ratio of trained crowd managers to occupants shall be permitted to be reduced where, the authority having jurisdiction (AHJ) determines the existence of an approved supervised automatic sprinkler system and the nature of the event warrant.

2.2.3.2. It is the responsibility of facility managers of assembly occupancies and any personnel identified as a crowd control manager shall receive the fire department crowd control training annually. The training shall be documented and a copy placed in the respective facility folder and a copy will be provided to facility managers to be placed with their crowd control plan.

2.3. Supervisors and Employees: Supervisors and employees in each work area are responsible for ensuring their place of work is free of fire hazards. Eliminate all hazards and deficiencies immediately or report up all hazards and deficiencies to a level where corrective action can be taken. Situations where hazardous conditions pose an imminent threat to life or property, the supervisor of the operation must take prompt action to reduce or eliminate the hazard.

2.4. Contractors: All contractors performing work on properties under jurisdiction of this command shall be responsible for fire safety and for compliance with all applicable regulations and directives. The supervisor shall attend a contractor's briefing on fire safety prior to any work. Supervisors shall ensure all personnel under their direction are briefed on specific Misawa AB fire prevention practices in accordance with this instruction.

2.5. Security Forces: The Security Forces Service Center shall dispatch patrols to the fire scene to provide traffic control, security of government property and assist in fire investigation when requested by the Base Fire Chief or authorized representative.

Chapter 3

EMERGENCIES

3.1. Actions After Reporting an Emergency: Direct the emergency vehicles to the fire scene. Evacuate all personnel and never re-enter the building once evacuated. The facility manager shall have a designated meeting place for accountability. Use portable fire extinguishers to extinguish a fire if discovered in its early stages. Always make sure you have an escape route prior to fighting a fire.

3.2. Spectators at an Emergency: All spectators or other personnel not involved in emergency operations must stay clear of the scene and not interfere with emergency operations.

Chapter 4

GENERAL FIRE SAFETY AND FIRE EXTINGUISHERS

4.1. Fire Hydrants: Parking of vehicles or placing of equipment shall not be permitted within 15 feet of any fire hydrant. Failure to comply will result in a citation issued by Security Forces. Facility managers shall remove vegetation and accumulated snow and ice 3 ft. to, and around fire hydrants.

4.1.1. Fire hydrants shall be used only for their intended purposes and shall be operated only by authorized personnel using standard hydrant wrenches. When no other source of water is available at construction sites and water is required for construction purposes, permission may be granted by the Fire Prevention Office and Civil Engineer Utilities Shop to use a hydrant as a source of water, a hydrant permit will be issued to allow use of a specified hydrant.

4.2. Fire Lanes: Designated fire lanes and accessibility to fire lanes shall not be obstructed. Failure to comply will result in a citation issued by Security Forces. Prescribed fire lanes within, or exterior to buildings, shall be identified by the Misawa Fire Emergency Services Flight. It is the Facility Manager's responsibility to ensure the lanes are clearly marked and free from obstructions or illegal parking IAW NFPA 1.

4.3. Emergency Evacuation Procedures: Where required, evacuation signs shall be located throughout facility corridors and dead end spaces in case of emergency, personnel will not be confused with direction of exiting.

4.3.1. Evacuation signs shall include the following:

4.3.2. Layout of facility.

4.3.3. Primary and secondary evacuation routes.

4.3.4. Evacuation meeting area shall be established not less than 75 feet from the facility.

4.4. Fire and Evacuation Drills: Facility managers are responsible for the prompt evacuation of all personnel. Fire Inspectors, upon request by a facility manager, will assist with fire evacuation drills. During a fire evacuation drill, participating individuals shall continue under drill discipline even after reaching the outside area or place of safe assembly to ensure complete evacuation and accountability of all personnel. Fire evacuation drills that involve the response of firefighting apparatus, without prior warning and approval of the Misawa Fire Emergency Services Flight are prohibited. In conducting drills, emphasis shall be placed on orderly evacuation under proper discipline rather than on speed. Drills shall include suitable procedures to ensure all personnel in the building participate in a drill. Drills shall be held at unexpected times and under varying conditions to simulate the unusual conditions that occur in the case of fire.

4.5. Fire Doors: Listed fire doors shall not be altered, obstructed or modified.

4.6. Fire Protection Equipment: Activated sprinklers shall not be shut off except upon direction of the senior fire officer. Sprinkler systems which malfunction due to mechanical injury, breakage, or other non-fire related incidents, shall be shut off by the Misawa Fire Emergency Services Flight as soon as it is determined that no fire exists. Misawa Fire

Emergency Services Flight shall be notified immediately of any sprinkler impairment. Only properly authorized personnel shall maintain and test sprinkler systems. Whenever any fire alarm system or sprinkler system is withdrawn from service for any reason, the Fire Alarm Communication Center and facility manager shall be notified immediately. Storage shall be kept at least 18 inches below all sprinkler heads and associated piping. Storage over 15 feet must be kept at least 36 inches below all sprinkler heads and piping. All modification projects in buildings with sprinkler systems shall include provisions for rearranging the sprinkler system as necessary for compliance with NFPA 13. Do not paint, cover, or obstruct sprinklers, risers, manual stations, fire alarms and other fire detection devices. Maintain a clear space around all sprinkler riser areas, cages, and rooms so system maintenance can be performed. This is to include all installed fire suppression systems.

4.7. Fire Alarm Systems. Smoke and heat detectors will not be disconnected, taped, tampered or painted. Only Fire Department or designated Civil Engineer personnel shall reset activated fire alarm systems. Fire Alarm Control Panel shall be secured but the panel shall be accessible at all times. Ensure fire detection devices, pull stations, and fire extinguishers are not obstructed, hidden at any time. Ensure nothing is hung from or attached to fire detection or suppression systems

4.8. Electrical Safety: Only authorized electricians shall install or repair electrical wiring attachments for electrical appliances. Use only electrical appliances and devices that bear the Underwriter Laboratory (UL), Factory Mutual (FM) or Japanese standard approved label. Appliances or devices that do not have the listed labels or other approved listing will not be used. Soldering irons, coffee makers, office machines, and other non-fixed electrical devices shall be turned off when not in use. There shall be adequate clearance between all heat producing electrical devices and combustible material. The use of automatic timers to control power supplies is prohibited. Appliances to include microwaves, refrigerators, and large appliances such as large printers and large shredders must be plugged directly into a wall outlet. Electric switches, circuit breakers, and fuses in power panels shall be labeled correctly to indicate the circuits or devices they control. Provide continuously clear access to all electrical panels. Do not place combustible shades, decorations or other materials on or over light fixtures. Do not attach objects to electrical cord wiring or conduit. Listed power strips or surge protectors with safety fuses are permitted. They shall not be connected in series with any other power strips or in lieu of extension cords. Electrical cords shall be without splices and shall not be hung over nails, rafters, or in a manner which would constitute a fire hazard. Electrical cords shall not be placed under rugs, carpets or other combustible materials. Extension cords shall not be used in lieu of permanent wiring and shall not run through walls, ceilings, floors, doorways, windows, or other similar openings.

4.9. Cooking Appliances: Cooking in facilities is prohibited, unless the area is designed as a kitchen area. The use of open flame equipment will not be used. Hot plates, electric frying pans, toaster ovens, toasters and similar small electrical appliances will not be used in base facilities. Microwave ovens are permitted in facilities provided the electrical power supply is adequate. Do not place coffeepots on combustible surfaces. Hoods over cooking surfaces shall be cleaned daily or after each use to prevent grease accumulation. Exhaust systems over cooking surfaces where smoke or grease-laden vapors are produced shall have removable noncombustible filters or listed/approved grease extractors. Continuous cooking operations are required to have extra baffled filters readily available. Cooking will not be permitted unless all baffled filters are

installed. Hoods and associated duct systems over commercial type cooking equipment where grease-laden vapors are produced shall be protected and serviced IAW NFPA 96. All hood and ductwork shall be cleaned a minimum of every six months or more frequently when determined by the base fire chief. The installation fire protection authority will inspect kitchen hoods, ducts, and exhausts at public assembly facilities such as clubs, snack bars, fast-food outlets, bowling alleys, or any other facility where commercial cooking occurs. An automatic fire suppression system is required to protect the cooking equipment, ducts, and grease-removing devices. These systems shall be operational at all times except for scheduled inspections, testing, and routine maintenance. If any of the systems are out of service for any reason, equipment protected by that system will not be used. Activation of the fire suppression system will automatically shut down cooking equipment, sound the fire alarm, and signal the Fire Department. A standard supply of portable fire extinguishers shall be provided at all locations where cooking is conducted. If deep-fat frying operations are used in a kitchen area then a type-K extinguisher must be mounted in the kitchen. Portable or temporary cooking equipment that uses grease or oil, such as donut machines and portable deep-fat fryers shall be located beneath an installed fire extinguishing system.

4.10. Major Appliances: Ensure clothes dryers are vented to the exterior of a facility. Keep dryers, lint traps and vent piping free of lint accumulation. Keep combustible materials three feet away from all heating appliances.

4.11. Vehicles: Vehicles that run on Mogas and diesel fuel shall not be permitted in any building for parking, repairs or storage without the written consent of the Fire Prevention Office. The following 35 LRS facilities are exempt: Bldg 1310 - Vehicle Management and Operations, Bldg 1321 Warm Storage, Bldg 1368 WRM Vehicle Storage, Hanger 949 - Installation Deployment Readiness Center, Hanger 909, Bldg 1334 - Cargo Movement Section and Main Warehouse Operations, Bldg. 795, Snow Barn and Bldg 3122 Aircraft Parts Store.

4.12. Reports and Records: The Fire Prevention Office will maintain on file all fire investigation/inspection reports. This information is for official use only.

Chapter 5

GENERAL HOUSEKEEPING

5.1. Storage and Handling: Good housekeeping and cleanliness are major factors in preventing fires. Housekeeping activities are the responsibility of the using agency or organization, whether or not custodial services are authorized. Maintain and enforce good housekeeping at all times. A minimum clearance of 18 inches will be maintained between combustible materials and light fixtures and 36 inches from heating appliances. Attics and concealed spaces will be kept clean. No storage of any type is permitted in these areas except in military family housing. Steel wool shall be stored within a metal storage container. Storage under stairwells is strictly prohibited.

5.2. Storage in Mechanical and Boiler Rooms: Storage is prohibited in Mechanical equipment rooms, electrical rooms, boiler rooms, furnace rooms, and similar spaces. Mechanical, electrical and boiler rooms shall be kept secured.

5.3. Garbage: Dispose of rubbish and scrap materials in properly identified and located noncombustible cans, bins or receptacles. Place dumpster units and other central trash disposal units at least 25 feet from any building unless barricaded by a noncombustible wall. Dumpster lids shall be kept closed, except when refuse is being loaded into dumpster. Leaves and vegetation will be cleared from under and around buildings. Facility managers must not allow cuttings to accumulate within 6 feet of buildings. Remove all dead vegetation. Ensure areas used for packing and crating are kept free of accumulation or combustible materials.

Chapter 6

MEANS OF EGRESS

6.1. Exits: Every required exit, exit access, exit discharge and public way shall be continuously maintained free of all obstructions or impediments in the case of fire or other emergencies. Doors shall be arranged to be readily opened from the egress side whenever the building is occupied. Locks if provided shall not require the use of a key, tool, special knowledge or effort for operation from the inside of the building. No exit doors shall be locked while the building is occupied. If the exit doorway has two doors, then both doors shall be unlocked.

6.1.1. Stairway enclosures shall not be used for storage or for any purpose other than a stairway. Stairway enclosures are required to be protected by self-closing doors. These doors shall not be wedged or blocked in the opened position, or by any other device, which prevents the doors closing automatically, unless specifically designed.

6.2. Exit Signs and Emergency Lighting: All exit signs required by NFPA 101 shall be properly illuminated to identify egress routes in all facilities. The Fire Prevention Office will be the only personnel on base to determine if the exit is to be marked as "NOT AN EXIT." Doors, passageways or stairways which are neither exits nor ways to an exit but maybe mistaken for an exit, shall be clearly marked "NOT AN EXIT" or a sign indicating their actual use; for example, "STORAGE ROOM" or "BASEMENT". All emergency lighting units shall be fully operational.

6.2.1. Facility Managers shall test all emergency lights with pull cords or push buttons monthly

6.3. Means of Locking and Securing Exits: Restrictive hardware, such as padlocks, hasps, throw-bolts and crossbars shall not be installed on any exit door except as permitted by NFPA 101. Doors may be provided with an alarm device for additional control measures.

6.4. Exit Travel Distance Requirements Reference: NFPA 101 Life Safety Code, Chapter 2

Chapter 7

HAZARDOUS MATERIALS

7.1. Hazardous Materials Reference: NFPA 495; Explosive Materials Code, AFMAN 91-201; Explosives Safety Standards.

MAX E. JOHNSON, Lieutenant Colonel, USAF
Commander, 35th Civil Engineer Squadron

Attachment 1**GLOSSARY OF REFERENCES AND SUPPORTING INFORMATION*****References***

AFPD 32-20, *Fire Emergency Services, 21 Jun 2012*

AFI 32-2001, *Fire Emergency Services Program, 5 Aug 2010*

AFI 33-324, *The Air Force Information Collections and Reports Management Program, 6 Mar 2013*

AFMAN 33-363, *Management of Records, 1 Mar 2008*

AFI 91-203, *Air Force Consolidated Occupational Safety Instruction, 27 Mar 2012*

Prescribed Forms

35 FW Form 70, *Extinguisher Inspection Record.*

Adopted Forms

AF Form 332, *Base Civil Engineer Work Request.*

AF Form 592, *USAF Welding, Cutting and Brazing Permit*

AF Form 847, *Recommendation for Change of Publication*

AF Form 1024, *Confined Spaces Entry Permit.*

AF Form 1487, *Fire Prevention Visit Report.*

AF Form 3952, *Chemical Hazardous Material Request/Authorization*

Terms

Accessible—Means of Egress. Accessible means of egress is a path of travel that is usable by a person with severe mobility impairment and that leads to a public way or an area of refuge.

Exit—. Exit is a portion of a means of egress that is separated from all other spaces of the building or structure by construction or equipment as required providing a protected way of travel to the exit discharge. Exits include exterior exit doors, exit passageways, horizontal exits, and separated exits or ramps. For more detail consult the National Fire Protection Association 101, *Life Safety Code*.

Facility/Building—Manager. Facility/Building manager is a designated person who signs a receipt for any facility under their jurisdiction. Each facility/building manager is responsible for the fire safe conditions of the facility and equipment under his or her control.

Fire—Hazard. Any situation, process, material, or conditions that, on the basis of applicable data, may cause a fire or explosion or provide a ready fuel supply to augment the spread or intensity of the fire or explosion and that poses a threat to life or property.

Fire—Safety Deficiency (FSD). A condition (including noncompliance with standards) that reduces fire safety below acceptable levels, but by itself does not ordinarily cause a fire. FSDs often accelerate or contribute to the spread of fire.

Fire—Detection System. A system designated to detect the presence of fire or smoke. Building occupants are notified with visual and audible devices, and a signal is sent to the Misawa Fire Emergency Services.

Fire—Door. An internal door installed in a building to separate sections or certain areas to prevent damage by heat or smoke in the event of a fire. Designed to meet the special criteria and certified by an appropriate testing organization.

Fire—Suppression System. A system designed to respond to the presence of fire and discharge extinguishing agent to control or extinguish the fire while sending a signal to the Misawa Fire Emergency Services.

Hazard Abatement. To eliminate or reduce a safety, fire, or health hazard in compliance with AFI 91—301, *Air Force Occupational Safety, Fire Prevention and Health (AFOSH) Program*.

NFPA—. National Fire Protection Association, an independent and nonprofit organization whose mission is safeguarding the environment from fire using scientific and engineering techniques and education. Develop codes and standards that are used by the US Air Force.

Risk—Assessment Code (RAC). An expression of a degree of risk in terms of hazard severity and mishap probability. Fire, safety, or bioenvironmental engineering personnel assign RACs.

Attachment 2

MISAWA AB FIRE PREVENTION FACILITY MANAGERS MONTHLY CHECKLIST

Table A2.1. Misawa AB Fire Prevention Facility Managers Monthly Checklist

MANAGER'S NAME:		DATE:			
OFFICE/SYMBOL:		OCCUPANCY:			
FACILITY NUMBER:					
HAZARD		YES	NO	CRITERIA	REMARKS
1. Are exit signs lighted and in working condition? IAW AFI 91-203; 25.4.9.5				Critical	
2. Are emergency lighting systems in working condition? IAW 35FWPAM32-2001; 6.2				Critical	
3. Are all exits and fire aisles clearly marked; clear of obstructions, and unlocked when the facility is occupied? IAW AFI 91-203; 25.4.9.7				Critical	
4. Are extinguishers properly mounted, unobstructed and in serviceable condition? IAW AFI 91-203; 6.2.4.7				Significant	
5. Are fire extinguishers maintained in a ready-to-use condition and inspected monthly for serviceability? IAW AFI 91-203; 6.2.4.7				Significant	
6. Are foyers, entrance halls and stairwells clear, and not being utilized for storage areas? IAW 35FWPAM32-2001; 5.1				Critical	
7. Is general housekeeping being conducted daily? IAW AFI 91-203; 5.1				Significant	
8. Are vehicles being parked at proper distances from buildings and not blocking hydrants or parking in fire lanes? 35FWPAM32-2001; 4.1				Significant	
9. Are unauthorized flammable liquids being used for cleaning purposes? IAW NFPA 30; A.18.4.1				Significant	
10. Are flammable liquids identified and being stored properly? IAW AFI 91-203; 10.8				Significant	
11. Are fire doors kept clear and in working condition? IAW NFPA 101 Life Safety Code; 7.2.1				Critical	
12. Are clothing dryer filters clean and vented properly? IAW AFI 91-203; 41.3.7.4				Significant	
13. Are storage areas properly maintained? IAW AFI 91-203; 22.8.4.4				Significant	

<i>HAZARD</i>	YES	NO	CRITERIA	REMARKS
14. Are extension cords of the approved type and not being used as permanent wiring? IAW AFI 91-203; 25.4.2.8			Significant	
15. Do power strips have surge protectors and being used properly? IAW AFI 91-203; 37.2.8			Significant	
16. Are appliances such as microwaves, refrigerators, large printers and shredders plugged directly into wall outlet? IAW AFI 91-203; 37.2.8			Significant	
17. Are lawn mowers and gas powered equipment stored properly? IAW AFI 91-203; 22.8			Significant	
18. Is the clearance under sprinklers a minimum of 18 inches? Areas over 15 feet must have a clearance of 36 inches? IA W 35FWPAM32-2001; 4.1			Significant	
19. Has accumulated snow and ice been removed 3 feet to and around fire hydrants? IA W 35FWPAM32-2001; 4.1			Significant	
20. Are fire detection devices, pull stations, and fire extinguishers clear of obstructions? IA W 35FWPAM32-2001; 4.7			Significant	
21. Are all personnel in the facility trained in fire prevention practices? Are they familiar with proper fire reporting and building evacuation procedures? IAW NFPA 101; 4.8.2			Significant	
22. Are evacuation signs located throughout the facility corridors and dead end spaces in case of emergency? IAW NFPA 101; 7.8.10.5			Significant	
23. Copies of AF Form 1487 and pertinent AF Forms 332 on file and have previous deficiencies been corrected? IAW NFPA 101; 12.7.1.2			Significant	