

SDSD Detention Services Bureau—Vista Detention Facility Green Sheet

DATE:	January 17, 2021
NUMBER:	H.7.V
SUBJECT:	FIRE-SAFETY INSPECTIONS, TESTING
RELATED SECTIONS:	

PROCEDURE

Each team will have two deputies assigned to fire safety duties. The Fire Deputies will complete a comprehensive and thorough monthly inspection of the facility for compliance with safety and fire prevention standards.

It is incumbent upon each staff member to ensure that the fire safety equipment in his/her immediate workstation is in proper working order. The following items will be inspected as outlined below:

I. INSPECTION SCHEDULE

A. EACH SHIFT

1. Ensure evacuation routes are free and clear of obstruction.
2. Complete J-5 form for the Fire Response Room.
3. Ensure fire extinguishers are fully charged and located/mounted in the correct position.
4. Ensure that both, the emergency equipment room and turnout gear, are clean. Ensure the turnout gear is ready to don and all fire equipment is accounted for.

B. MONTHLY

1. The inspection shall be performed by the Fire Safety Deputies and logged in the Fire Inspection Log.
2. The inspection will be completed by the 10th day of every month using the appropriate form for documentation.
3. The completed form will be forwarded to the Administrative Deputy and filed.

C. QUARTERLY

1. The inspection and testing of facility fire hoses will be performed by DGS.
2. Training on fire and evacuation procedures will be coordinated by the team Training Sergeant. The testing will be in accordance with Detentions Policy and Procedures Section H.1 and a training plan and summary will be kept on file.

D. BI-ANNUALLY

The sprinkler system will be tested by DGS.

E. YEARLY

To be conducted by the Vista Fire Department. This will include a full facility inspection and sprinkler test/inspection.

II. MAINTENANCE

A. SURVIVAIRES

1. Survivairs will be visually checked on each shift. Monthly, the Fire Deputies will test all Survivairs in the Fire Response Room (tank should be turned on, pressure checked and inspected for leaks/problems). Every fifth day the tank should be turned on, pressure checked, unit inspected for leaks/problems.
 - a. If air cylinder falls below 1800 p.s.i., the cylinder shall be replaced with a fully charged cylinder. The low cylinder will be placed in the emergency equipment room. Replacement cylinders are also kept at the location. Cylinders may be refilled by trained personnel by use of the compressor in the emergency equipment room.
2. The face mask should be cleaned periodically and whenever used. The mask should be submerged in a solution of mild soap and warm water then air dried thoroughly.
3. All harness straps should be left in the extended position. Any signs of cracking or fraying should be brought to the attention of the Administrative Sergeant for replacement.
4. To test regulator, fully don the Self-Contained Breathing Apparatus (SCBA) , open the air cylinder valve and listen for the audible whistle. Check the gauge on the regulator; they should read approximately the same p.s.i.(within a few pounds). If there are any problems with this system, tag the unit and place it in the emergency equipment room. If replacement parts are available, exchange the needed parts so the original unit is functional again and place back at the assigned station. Tag the unit/equipment in need of repair and notify the Fire Deputies and Operation Deputy.

B. FIRE EXTINGUISHERS

1. All fire extinguishers in the facility have a pressure gauge. This gauge should always read in the charged position. If the extinguisher has been used or does not register properly, the unit should be taken out of service and replaced with a new unit.
 - a. All extinguishers should be visually inspected daily by each housing deputy or deputy assigned to the station.
 - b. All fire extinguishers will have a tag showing the last date of inspection by a certified inspector along with a plastic band around the pull pin. If either are missing, the unit should be taken out of service and replaced with a new unit. The certification is good for one year from the date of the inspection.

C. FIRE HOSE

1. All fire hoses will be visually inspected during the monthly inspection conducted by the Fire Deputy.
2. Whenever water is flowed through the fire hose, the wet hose should be hung out of service and replaced by a dry one. The wet hose should be hung in a vertical position and allowed to dry thoroughly. The hose should then be rolled with the male thread (outer thread) on the inside and stored in the emergency equipment room. The team Fire Deputies will ensure this process is completed and that any drying hose is replaced.

D. SPRINKLER SYSTEM

Two types of sprinkler heads:

1. Automatic shut off sprinkler heads [REDACTED]
2. Institutional type sprinkler heads are [REDACTED]

III. TESTING

- A. Facility fire sprinkler tests will be coordinated by the Sheriff's dedicated maintenance personnel and will be certified every five years.
- B. Fire extinguishers are required to be inspected and recharged once a year. This will also be coordinated by the Sheriff's dedicated maintenance personnel

IV. SPRINKLER SYSTEMS

- A. Separate sprinkler systems serve the old facility, the expansion and the food service areas.
 1. [REDACTED]
 2. [REDACTED]
 3. [REDACTED]

V. INSPECTOR TEST VALVE LOCATIONS

A. Old System – 5 test valves

- [REDACTED]
 - [REDACTED]
 - [REDACTED]
 - [REDACTED]
 - [REDACTED]
- [REDACTED]
- [REDACTED]

B. New systems: 7 zones

P.I.V. - Post indicator valve should always be in the open position unless shutting off the water to sprinklers [REDACTED]

- [REDACTED]
- [REDACTED]
 - [REDACTED]
 - [REDACTED]
 - [REDACTED]
 - [REDACTED]
 - [REDACTED]
 - [REDACTED]

VI. ACTUAL TEST OF SYSTEM

A. Testing will be done by Vista Detention Facility Maintenance crew and a Fire Deputy.

1. Procedure: Advise the [REDACTED] that the test team is at the valve location
2. Open the valve and begin timing. Upon advisement that the alarm has activated, note the elapsed time (usually 30-60 seconds).
3. Shut the valve slowly to prevent a strong back surge, which may activate the system.

4. Reset the alarm. Move to the next system and repeat.

Testing the system requires that the test valve be turned on full until the alarm sounds. This must be timed and noted on the sprinkler test form. The communication center and Vista Fire Department Dispatch must be notified of the test at the beginning and the end. The Maintenance Supervisor should forward a copy of the test results to VDF Administration.