

Fire Protection Impairment Management Checklist

The risk of a significant fire loss is increased when the fire protection systems or equipment are out of service (i.e., impaired). To minimize the risk associated with fire protection system impairments, a comprehensive impairment management program should be developed and implemented. This checklist can be used to help verify that the key elements of an impairment management program have been utilized during an impairment.

System/equipment impaired: _____ Date of impairment: _____

Area impacted by the impairment: _____

HAZARDOUS OPERATIONS IN THE IMPAIRED AREA	YES	NO	NA
Suspend or restrict non-critical cutting and welding.			
Halt spray painting and spray finishing operations.			
Restrict flammable liquid transfer and related operations.			
Eliminate heat-producing processes and sources.			
Eliminate all other hazardous operations that could cause a fire or increase the size of a fire.			

NOTIFICATIONS	YES	NO	NA
Notify the local fire department of the impairment and temporary protection established.			
Notify Hanover—log into to www.hanoverrisksolutions.com and follow the instructions for "Report an Impairment"			
Advise facility management and emergency response team of the impairment and control measures established.			
Advise alarm companies and signaling stations of the impairment.			
Notify impacted employees of the impairment and actions they should take.			

COMPARTMENTALIZATION	YES	NO	NA
Close fire doors in the impaired area.			
Secure exterior doors to protect against hostile fires.			
Secure fire control dampers, curtains and partitions in the impaired area.			

TEMPORARY FIRE PROTECTION	YES	NO	NA
Connect hydrants to the sprinkler riser.			
Place charged hose lines in the impaired area.			
Distribute extra fire extinguishers, as needed, throughout the facility.			
Establish extra security or fire watch patrols.			
Assign personnel to transmit fire alarms to the occupants and the fire department.			
Assign personnel to re-open fire protection valves in case of fire.			

IDENTIFICATION	YES	NO	NA
Attach impairment tag to impaired system (see attached).			
Develop and post a repair timetable.			

AFTER THE IMPAIRMENT (RESTORATION)	YES	NO	NA
Verify the system is operational.			
Restore all alarm services.			
Notify the Local Fire Department that the system is restored.			
Notify all facility personnel that the system is restored.			
Notify Hanover that the system is restored.			

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