

## Fort Hood Regulation 420-1



**Directorate of Emergency  
Services**

**Fire and  
Emergency  
Services**

**III Corps and Fort Hood  
1 September 2007**

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**Chapter 1**  
**Purpose and Scope**

**1-1. Purpose and Scope.** This regulation sets forth and defines the policies and responsibilities for fire prevention and protection as a facility engineering function. It prescribes the means of implementation, with the objective of eliminating the causes of fire and minimizing the possibility of loss of life and property by fire. It prescribes current Occupational Safety and Health Administration (OSHA), National Fire Protection Association (NFPA), Department of Defense (DoD) and Army policies, procedures, and standards for fire protection for this installation under Department of the Army jurisdiction. It defines responsibility for an effective and sound fire prevention and protection program. This fire regulation applies to all commands, installations, concessionaires, tenants, contractors, family members, and other activities/personnel located within the confines of Fort Hood, Robert Gray Army Air Field, Hood Army Air Field, North Fort Hood, United States Army Reserve Centers, and provided engineering and housing support by Fort Hood.

a. Impact on new manning system: this regulation does not contain information that affects any manning system.

b. Supplementation: changes to this regulation are prohibited without prior approval from the Directorate of Emergency Services (DES).

c. Suggested Improvements: the proponent agency of the regulation is the DES, Fire & Emergency Services (FES) Fort Hood. Users are invited to send comments and suggested improvements on DA Form 2028, Recommended Changes to Publications and Blank Forms, to Commander, III Corps and Fort Hood, ATTN: IMSW-HOD-ESF, Fort Hood, TX 76544-5057.

**1-2. References.** References, related publications, prescribed and referenced forms are listed at the end of this regulation.

**1-3. Technical.** In situations not covered by Occupational Safety and Health Act (OSHA Standards) or other official publications, the most current National Fire Protection Association (NFPA) standards will be used. When the NFPA standards are more stringent than other official standards and OSHA standards, the NFPA standards will govern.

**1-4. Summary of Changes.** Title changed from Facilities Engineering Fire Regulations to Directorate of Emergency Services, Fire and Emergency Services. The requirement for fuel tankers parking in groups of three have been increased to five.

## **Chapter 2 Responsibilities**

### **2-1. Commanding General.**

a. The Commanding General will be the most critical ingredient in an effective fire protection program. Commanders are given the resources to do the job, however, without their awareness, support, and involvement, the program could fail regardless of the resources applied. Preserving life and property is a fundamental duty of all levels of command supervision. Commanding General is responsible for fire protection on their installations and on Army-owned or leased activities serviced by them. The Commanding General will:

b. Provide and maintain an effective fire protection/prevention program to include the investigation of all fires no matter how small.

c. Use this regulation as a basis for implementing a planned fire protection program.

d. Direct the appointment of organization or activity fire marshals to assist the Installation Fire Prevention Program.

e. Ensure that fire protection activities of mutual concern are coordinated with environmental and safety activities, and fire protection deficiencies are included in the Installation Hazard Abatement Program per AR 385-10, Army Safety Program.

f. Conduct and approve an installation wide FES FES risk analysis prior to any downsizing actions.

g. Maintain an effective organization of trained personnel and adequate, reliable equipment to provide emergency services in accordance with DOD 6055.6 and AR 420-90.

h. Publish a detailed emergency fire fighting and rescue plan (Crash Plan Guide) that follows the basic policies outlined in Army Regulation 385-95, Army Aviation Accident Prevention; Air Force TO 00-105E-9, Aircraft Emergency Rescue Information and International Fire Service Training Association (IFSTA). The plan will be posted at each location where emergency calls are received and tested annually by all agencies identified as participants.

**2-2. Fire & Emergency Services** Assumes the responsibilities as set forth by AR 420-90.

### **2-3. Installation Fire Chief.**

a. Technically develop and support the fire protection program.

b. Effectively manage and administer the fire protection functional element of III Corps and Fort Hood.

c. Develop emergency service priority for returning unusable fire protection equipment and systems for service.

d. Establish and chair a semi-annual installation organizational fire marshal meeting for division, brigade and battalion level fire marshals and village mayors.

e. Resolve hazardous conditions of a peculiar nature, for which criteria has not been established or published. Fire Prevention Inspectors, as representatives of the Installation Fire Chief, have the authority to impound unauthorized or unsafe equipment or materials, including cooking equipment found in barracks rooms. This may require discontinuance of all extremely hazardous operations/procedures if precautionary measures are not in compliance with existing directives, or if conditions exist that jeopardize lives and equipment, not covered in existing regulations or directives, to the extent that immediate shutdown is necessary.

f. Will ensure that adequate fire protection services (at this installation) are available at all times.

g. Will implement and supervise the Fort Hood Fire Prevention and Protection Inspection Program and furnish technical assistance to organizations as needed.

h. Will make periodic fire prevention inspections of buildings, structures, and facilities. The inspection (Fire Risk Management Surveys) frequency is based on occupancy hazard, known fire loading, and mission criticality.

i. Will support technical investigation of all reportable fires.

j. Will ensure repeated or uncorrected hazards noted during follow-up or scheduled inspections are channeled through DPW to the Commander of the Major Subordinate Command (MSC) of the applicable organization or activity.

k. Will develop a fire prevention program to be included in the mandatory self-help orientation program and newcomers briefing for family housing.

#### **2-4. Range Fire Marshal (Range Control Officer).**

a. Installation Range Control Officer is assigned as the Fire Marshal for the ranges on Fort Hood. He/she initiates and implements the fire fighting OPLAN for wild land fire fighting operations, updates as necessary, and coordinates changes, including map changes, with affected departments.

b. Coordinates fire prevention and protection directly with the Installation Fire Chief or designated representative.

c. Unit Fire Marshals assigned to units in the field are directly responsible for insuring sound fire prevention policies are used while undergoing training in the field (See Natural Cover Fires Chapter).

#### **2-5. Commanders or Directors at Division, Brigade, and Battalion Level.**

a. Appoint on written orders a fire marshal. This person will be of supervisory rank (officer) and be responsible to the appropriate commander for conducting a comprehensive fire prevention program. Commanders at all levels accept full responsibility for fire safety programs in their respective control areas.

b. Monitor and ensure timely response and corrective action on all suspense material produced from Safety and Fire Risk Assessment Surveys.

c. Maintain a copy of this regulation on file and support the safety and fire prevention program including Fire & Emergency Services FES personnel at all times.

d. Ensure that the assigned Fire Marshal attends the required Fire Marshal Training Course.

e. Procures battery operated smoke detectors and insures operational capability of these smoke detectors in all buildings and areas where people sleep. EXCEPTION: Field operations and sleeping areas where hardwired smoke detectors are installed.

f. Develop a plan reviewed by Fire & Emergency Services FES, Fire Prevention Section, for their units or activities giving guidance on what to do when a fire is discovered. At a minimum, the plan should include:

(1) Emergency fire reporting numbers. 117 or 911 depending on which prefix your phone has where you are making the call from. This plan should also train the employee on what the proper building number is from where they are making the emergency call.

(2) A personnel or public evacuation plan, including monitors if required.

(3) Safeguarding classified information.

(4) Fire extinguishers are located in the work area and the type of fire each is used on.

(5) Emergency removal of aircraft or vehicles from a burning facility.

g. Commanders are responsible for making determination as to whether vehicles will be locked up inside motor pool buildings and whether or not keys will be available for emergency removal. This determination will be made in writing to the Installation Fire Chief and included in unit SOP.

h. Require annual fire prevention briefings for all employees conducted by unit fire marshals.

i. Takes appropriate action to recognize and honor employees observed practicing sound safety and fire prevention habits.

j. Consider appropriate administrative or disciplinary action against persons causing damage or destruction of government property and/or endangering life and property by fire, as a result of intentional misconduct. Failure to comply with the provisions of this regulation and/or acts of negligence or carelessness (Under the Uniform code of Military Justice (UCMJ)).

k. Consider disciplinary action in accordance with (IAW) FH Reg. 690-751, Guide to Civilian Personnel Management, against civilian personnel violating this regulation.

l. Ensure a sound fire prevention program is in use while in a field situation (See Natural Cover Fire Chapter).

m. Ensure and guarantee FES emergency vehicle access is provided in and around all facilities under his command. This is to include barracks, office structures and motor pools. FES emergency vehicle access is defined to mean an avenue of approach and departure on hard surface roadways. The locking of vehicle access gates on motor pool enclosures is strictly forbidden when the motor pool area is occupied.

## **2-6. Family Housing.**

a. Shall be responsible for compliance with this regulation, including members of their Families, guests, and domestic employees. The emergency fire reporting number

in housing is 911. Sponsors will attend newcomers orientation fire prevention briefing (AR 210-50).

b. Shall be financially responsible for any property damage resulting from their acts or failures to act where evidence established the occupant, under the circumstances, failed to exercise due care (Ref. AR 735-5 paragraphs 14-12). Example: occupant leaves the house with something cooking on the kitchen stove.

c. Test installed hardwired smoke and carbon monoxide (CO) detectors at least monthly. Ensures circuit breaker that controls power for smoke detector is clearly marked to circumvent accidental shut-off. Know the difference between smoke and carbon monoxide (CO) detectors.

d. In the event that your carbon monoxide alarm sounds an alert and no one in the house is feeling nauseous, dizzy, faint, or lethargic, contact the family housing maintenance contractor. The dispatcher will ask pertinent questions to ensure the situation is not an emergency. Should the answer indicate an emergency exists, the FES FES and Housing contractor will respond.

e. If the carbon monoxide (CO) detector alarms and someone in the house is feeling faint, dizzy, nauseated or lethargic call 911 immediately. Everyone should exit the house and leave all windows and doors closed.

f. Portable gas or liquid fuel space heaters are not permitted to be used in family quarters or where personnel sleep, including tents. Commanding General may authorize interim emergency use of these heating units (AR 420-90).

g. Occupants of family housing may at any time schedule fire prevention inspections in their home through the Fire Prevention Section.

h. Home fire prevention briefings are available for village meetings. Scheduling seven days in advance is requested. For scheduling, contact the FES FES, Fire Prevention Section.

i. Occupants of family housing shall not use attic space for storage of any kind.

j. Bar-b-que cooking devices (including gas type) shall not be used within 15 feet of any structure or under any part of a structure including garages and overhangs. Used charcoal shall not be disposed of in trash containers unless soaked in water for 24 hours. Wet charcoal shall not be stored in any building on Fort Hood due to spontaneous combustion. Liquid Petroleum Gas bottles must meet DOT requirements and should never be stored inside any room except outside storage rooms.

k. The use of a flammable liquid for cleaning purposes in family housing is not authorized. Flammable paste wax shall not be used on family housing floors. Lawn mower gasoline may be stored in outside storage sheds providing its container is an approved Underwriters Laboratory (UL) listed container, preferably a safety container and lids are tightly closed. No more than five gallons of gasoline may be stored in housing storage areas at any time. Tanks left in parked marine craft in locations other than a parking garage, attached to a house, are excluded. Marine craft tanks shall be secured from vandalism.

l. Leaving any electrical item plugged into electrical circuits in outside storage rooms, overnight, is strictly prohibited. Housing occupants shall not tamper with any installed wiring.

m. Housing occupants using candles, incense sticks or other open burning substances shall not leave them unattended at any time, especially in the presence of children. The use of these items in children's rooms is strictly prohibited. A child is construed to mean anyone under the age of twelve.

n. Halogen floor lamps shall not be used unless safety guard is in place over the bulb and are not to be placed where curtains or other combustibles can come in contact with the lamp.

o. Connecting RV type vehicles into Installation housing inside/outside electrical circuits is prohibited unless specifically supplied for that reason.

p. The use of electrical extension cords in Installation housing should be kept to a bare minimum. They shall not be frayed, spliced, weather-cracked, hung over nails, stapled to walls, ran through windows and doors, tied in knots, placed under rugs and shall not be piggy-backed to other extension cords. Microwave ovens shall only use extension cords provided for this use by the microwave manufacturer and be the three wires grounded type. The use of an extension cord as permanent wiring is not authorized (National Electric Code).

q. The use of electrical circuit breaker/surge protector strips is encouraged where needed. Those without circuit breaker protection are considered as multiple outlets and not authorized for use. Surge protector/circuit breaker strips should never be used for heavy amperage items such as toaster ovens, microwaves, toasters, irons, curling irons, electrical heaters, electric blankets, etc.

r. The use of electrical heaters in Installation housing is restricted to only those houses that have broken heater units awaiting repairs. The use of portable flammable or combustible liquid or gas heaters in family housing is prohibited. When approved for use, electrical heaters will be UL listed or FM listed, or the tip-over-shut-off type and must have all coil guards in place. Combustibles will be kept at least 36 inches from the heater; it may not be used with an extension cord and it will be the only item plugged into that circuit outlet.

s. Storage of combustibles within 18 inches in front of and anywhere on top of hot water heaters is prohibited. Storage of any flammable liquids in rooms where hot water heaters or other g-flame producing devices are located is forbidden. Hot water heater gas burner cover plates will be left in place at all times.

t. Dryer lint hoses will remain connected at all times and occupants will never leave the house with the cloths dryer running.

u. The storage or use of acetylene/oxygen welding/cutting bottles and torches in Installation housing is forbidden unless used in conjunction with contractor operations and then when a hot work permit is issued.

**2-7. Division, Brigade, Battalion and Tenant Unit Fire Marshals.** All Fire Marshals shall be appointed with orders, signed by their appropriate commander, and must attend a fire marshal training course.

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- a. Will be responsible for helping the Installation Fire Marshal execute the fire prevention program.
- b. Will be of supervisory rank (Captain and above) and given the authority to effectively enforce fire risk assessment and the fire prevention program in the organization.
- c. Will coordinate assignment of company level fire marshals in each assigned building, unit or facility and insure the assignment is on orders and appropriate instructions are provided.
- d. Company level fire marshals shall be of supervisory rank (E-6 or above).
- e. Will conduct monthly fire prevention inspections of each building assigned, and documents and insures correction of items is noted.
- f. Will conduct unannounced inspections to ensure that building/unit fire marshals are performing their duties.
- g. Will assist building/unit fire marshals in correcting fire hazards.
- h. Will keep the Building Inspection Records, DA Form 5381-R (see Appendix "A") if no fire warden is assigned.
- i. Will conduct annual fire prevention training classes for all personnel covering:
  - (1) Proper actions to take upon discovery of a fire.
  - (2) Proper use of fire extinguishers. Seven working days advance notice is required for fire prevention classes.
  - (3) Individual responsibility and liability.
  - (4) Proper fire reporting procedures.
  - (5) Normal fire prevention information based on area and mission of employment.
  - (6) Promptly informs the fire prevention Section of deficiencies or hazards requiring the immediate attention of others. Answers fire risk assessment reports as necessary when meeting suspense.
  - (7) Attends semi-annual fire marshal meetings and briefs the appropriate commander on minutes.
  - (8) Coordinates and schedules all fire drills within their unit/organization and with the FES FES.
  - (9) Assures self-help construction is coordinated through DPW and DES, FES FES Fire Prevention Section.

**2-8. Company, Building, Unit Fire Marshals (E-6).** Is assigned on orders and briefed on duties and responsibilities by battalion/brigade fire marshal.

- a. Informs the brigade, battalion or activity fire marshal each month after performing required monthly inspections, of corrected findings and deficiencies (use DA Form 5382-R). The fire warden will include matters requiring immediate attention of others (unless exempt under AR 335-15, Report Control Systems).
- b. Accompanies and assist the representatives of the FES FES during Fire Risk Assessment Surveys taking appropriate action to correct hazards found. Answers Fire Risk Assessment Surveys, as necessary to meet the suspense.

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c. Performs weekly visual inspections of all fire extinguishers using Fort Hood form 420-X20, fire extinguisher tag shall be used to indicate results of monthly fire extinguisher inspections only. Work order numbers required to maintain files may be kept on DA 5382-R.

d. See that any building fire extinguishers needing repair or charging is sent to the respective support unit. Support unit, if needed, will send the fire extinguishers to DOL Chemical shop.

e. Conducts evacuation drills with fire protection personnel. Normally, evacuation drills will be held during "Fire Prevention Week" activities or other timely occasions unless more frequently required by regulation, i.e. hospitals, confinement facilities, day care centers, etc. Evacuation drills will be pre-coordinated with the Fire Prevention Section and will not be associated in any way with substance abuse raids or lockouts.

f. Coordinates emergency plans for evacuating personnel in buildings with three or more floors, reporting and controlling fire, and salvaging property.

g. Inspects assigned areas during normal operations and at the close of business to detect and eliminate fire hazards. Ensures all trash or refuse is removed before closing buildings. Smoking material is not disposed of in any indoor trash receptacle on Fort Hood.

h. Notify FES FES concerning special seasonal decorations or operational hazards seven days in advance of expected use.

i. Inspects and tests emergency lighting and exit lights every thirty days and records results and work order numbers at the same time on DA form-5382-R.

### **Chapter 3**

#### **Fire Risk Assessment Survey Procedures (Fire Prevention Inspection)**

**3-1. Definition.** Fire Risk Assessment Survey replaces the term, "Fire Prevention Inspection". This is generally a scheduled inspection based on mission of facility, dollar value of building and contents, occupancy and construction. The schedule is determined only after an initial survey is completed by the Fire Prevention Section and is approved by the Installation Fire Chief.

a. Fire Risk Assessment Survey Inspector will make every effort to find or locate the assigned fire marshal prior to conducting the inspection. This will in no way stop the scheduled inspection from being accomplished as scheduled and is a form of courtesy. If the fire marshal cannot be located, the inspection will go forward after informing the senior ranking person currently in the building, of the nature of the business to be accomplished.

b. The Fire Risk Assessment Survey will be conducted using DA Form 5381-R, as a guide, problem areas will be annotated at the scene on DA Form 5282-R and signed by the fire marshal. If this person is not available, the ranking person in the building will sign the report, and provide it to the designated fire marshal immediately. For reasons of leave, field duty, etc, the next step is the battalion XO.

c. DA Form 5382-R will have an assigned suspense based on the risk assessment of an immediate probability of fire and/or endangerment of lives and property. Ten

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working days are the maximum time allowed for answering this report. Urgent suspense (72 hours and less) is assigned based on the urgency of the situation discovered and can result in immediate shut down of operations.

d. DA Form 5382-R will be legible and all signatures easily read including phone numbers. If necessary, a printed name will be used and initialed by the receiver of the report. After suspense is met, these reports are maintained on file for 18 months within the FES FES, Fire Prevention Section files.

e. Only affirmative or positive answers are acceptable. Example: "Work Order Number submitted this date" or "SPC Jones corrected the problem this date".

f. Fire Risk Assessment Survey Inspectors will train as they perform their inspections giving reasons and possible corrective actions.

g. Engineering fire protection problems will be annotated on DA Form 5382-R. If a long term fix is deemed necessary, the Fire Risk Assessment Inspector will submit DA Form 4283 and file in the facility jacket folder.

h. Fire Risk Assessment Reports, DA Form 5382-R, not returned by their suspense, will be followed up by the inspector twice with notations being kept of date and person contacted. If after two follow-ups no action is taken, the reports and follow-up action information will be given to the Assistant Chief, Fire Prevention Section for direct intervention with the battalion commander or facility manager. If no action is still taken, the reports and all follow-up action will be turned over to the Installation Fire Chief for channeling through the Installation chain of command.

## **Chapter 4**

### **FES FES Equipment**

#### **4-1. Motorized Equipment.**

a. Motorized fire fighting equipment shall be used only for activities related to fire suppression, fire prevention, and other emergencies which may involve possible loss of life or fire damage to property.

b. Fire drills involving response of motorized fire equipment are not authorized without consent of the Installation Fire Chief. The firefighters will be informed when the practice alarm is given, and that the response is a drill.

#### **4-2. Fire Hydrants.**

a. Will not be obstructed by fences, trees, dirt fills or any other type barrier (reference Texas State Law and National Fire Protection Fire Prevention Codes).

b. Will not be used for other than fire fighting, fire drill, testing, or flushing except when specifically approved by the Installation Fire Chief.

c. Only a standard fire hydrant wrench will be used to operate the hydrant.

d. Fire hydrants will not be painted by anyone except approved DPW contractors.

e. Vehicles or equipment will not be parked closer than 15 feet either side of a fire hydrant. Fire hydrants are a sign unto themselves and do not require "No Parking" signs to be posted.

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- f. Protective barriers will be installed when hydrants are subject to vehicular traffic damage. The barriers will be painted similar to traffic barriers.
- g. Fire hydrants that are out of service are identified by the DPW, Exterior Plumbing Shop. A metal placard, at least 12 inches in diameter with weatherproof white letters on red backing, reading "OUT OF SERVICE," will be used. The placards must be placed so out-of-service hydrants can be identified from approaching directions. FES FES must be immediately notified (AR 420-90).
- h. FES FES shall be notified prior to shutting off water mains in any area on Fort Hood.
- i. Fire hydrants will be painted in accordance with NFPA Standards.

## **Chapter 5 Evacuation Plan**

### **5-1. Evacuation Plans.**

- a. A single-line drawing evacuation plan is required in all buildings as required by this regulation and other regulations. Evacuation plans should be posted on each floor in hospitals, nurseries, and high rise buildings. Continuously lighted facilities having adequate lighted exit signs with back up power generators are exempt.
- b. Evacuation plans are required near the exits and stair wells. This includes theaters, chapels, gyms, etc. Where required, evacuation plans will be displayed in a professional matter to include a frame.
- c. All escape routes should be adequate for free flow of the traffic expected and should be adequately lighted.
- d. Ladder type exterior fire escapes should be used only as a last resort and never in drills.
- e. Where personnel are available, route monitors should be used; these people will leave the building after the last evacuees. Personnel should be assigned to assist, as necessary, any partially incapacitated persons in the building.
- f. Hospitals, childcare centers, and buildings over three stories in height and similar occupancies will base evacuation plans on the Code for Safety to Life from Fire in Buildings and Structures (NFPA NO. 101).

## **Chapter 6 Fire Alarms**

### **6-1. Telephone.**

- a. Any person discovering a fire, odor of smoke, gaseous fumes, or other explosive hazards, will immediately alert, or cause to be alerted, all personnel in the building and will report the fire/hazard by dialing 117, for phones that begin with 286, 287, 553, 618 and 288 prefixes. All other prefixes must dial 9-1-1. All fires will be reported, including those extinguished on discovery and those burned out before discovery.

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b. Dial 117 or 911 and say, "I want to report a fire". Remain on the line until released by the person receiving the call. Carry out immediately any instructions given by the operator.

c. Supervisory personnel, on being advised or learning that a fire has occurred, will immediately report the incident to the FES FES by telephone at 287-3908.

d. Not all alarm boxes/manual pull stations transmit an alarm to the FES FES. After pulling an alarm box, evacuate the building and call FES FES as indicated above. Fire Alarms will not be used to evacuate buildings or areas if gas leaks are suspected, or if a bomb threat exists.

e. A messenger will be used if none of the above facilities are available.

f. Portable cell phones do not automatically give an address on the 911 system. You must report your location, name, problem, etc.

### **6-2. Action After Giving Fire Alarm.**

a. Evacuate the building in a timely and orderly manner, close all doors and windows. Doors and windows will not be reopened except by specific instructions from the senior fire officer on the scene.

b. During the time of alarm or immediately afterwards, available personnel will exert every effort to extinguish the fire in the early stages, if safe to do so, with the fire extinguisher provided. The exception is in the event the fire is in a closed or locked building, room, or compartment, then no attempt will be made to enter or open the fire area, except for rescue of trapped individuals.

c. Direct FES FES personnel to the fire and report if possible on persons not accounted for.

d. Unit standard operating procedures are encouraged to implement the above instructions.

### **6-3. During Progress of Fire.**

a. Traffic:

(1) Vehicle operators meeting or being overtaken by emergency equipment showing emergency lighting and/or with siren sounding will immediately clear street intersections.

(2) Vehicular traffic will pull to the right side of the road and stop and remain stopped until all emergency vehicles have passed.

(3) Will remain at least 500 feet behind emergency vehicles.

(4) POV's and military vehicles shall not approach or attempt to go through parked emergency vehicles with emergency lights operating, endangering the lives of emergency crews.

b. Authority: The Installation Fire Chief or his representative is in complete charge of all emergency responses involving FES FES personnel. No person will interfere with a fire officer or firefighting personnel at any

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time. In the event of a hazardous material incident or spill, contact FES FES at 117 or 911.

c. Supporting Activities:

(1) Emergency crews designated by the DPW will respond to all fire emergencies, when notified/requested.

(2) Report immediately to senior fire officer on scene.

(3) Be equipped to immediately disconnect electrical services, gas, etc, when directed by the Installation Fire Chief or his representative.

(4) Ambulance crews designated by the medical center commander will respond to all fires and/or aircraft emergencies, when notified or needed.

(5) The Installation Fire Chief or the senior fire protection officer on scene has the authority to commandeer personnel, vehicles and equipment as necessary to control emergency operations.

d. Provost Marshal:

(1) Upon notification of a fire emergency, the military police desk sergeant will dispatch patrols to the fire scene to provide traffic control and security of government or private property.

(2) Assume charge of the investigation if arson or incendiaries are suspected.

(3) Notify the Criminal Investigation Command (CID) for any fire deemed suspicious in nature.

(4) Enforces vehicle parking restrictions in or near, fire lanes, fire hydrants, Post indicator valves (PIV), sprinkler connections, buildings, access roads, or gates which would interfere with the firefighting operation in any manner. Also, restricts all traffic around the fire ground emergency scene (NFC 1141:3-1.7) (NFPA National Fire Codes 1141:3-2.2).

(5) Parking areas not approved by DPW and DES are not authorized. Parking or storage within 10 feet of a building that blocks access to the building for firefighting forces and vehicles is prohibited. Brigade, battalion and company commanders, as well as facility managers are responsible for the "10 foot" access rule. The Provost Marshals Office shall support commanders at all levels in controlling unauthorized parking.

e. Entry to Fire Area:

(1) During firefighting operations, including overhaul and investigations, entry to any fire area is restricted to firefighting forces and those having stipulated duties in connection with the operation. All other personnel will remain well outside the zone of activity.

(2) Vehicles will not drive over fire hoses unless directed to do so by FES FES personnel.

f. False Alarms: Any person maliciously or knowingly transmitting a false fire alarm by any means or for any purpose is subject to punishment to the fullest extent the regulations or laws allow. Alarms arising from honest errors and transmitted in the belief that there is a fire are not false alarms under this provision.

## **Chapter 7**

### **Fire Extinguisher Equipment and alarm Systems**

**7-1. Scope.** Included are all types of portable fire extinguishers, fire sprinkler systems, dry chemical extinguishing systems, inert gas extinguishing systems, and fire alarm systems. Fire extinguishing equipment will be used only for fire extinguishment or training and will be removed from the mounting or rack only for those purposes, or for inspection, testing, or recharging by authorized personnel.

**7-2. Fire Extinguishing Equipment.** Fire extinguishers, fire extinguishing systems and fire alarm systems are provided in accordance with current regulations and standards. The FES is responsible for determining the number and type of extinguisher required in each building and for building areas requiring fire extinguishing systems and fire alarms.

**7-3. Fire Extinguisher Responsibilities.** Fire extinguishers assigned to buildings are the responsibility of the building occupant's warden, and the maintenance is performed at DOL, using DA- Form 5504 or DA Form 2407 is required. Units having direct support units will channel fire extinguisher repairs through them. Fire extinguishers are assigned to buildings and are not to be removed when occupants change locations. Building fire extinguishers are not to be removed for any purpose except fire fighting or recharging.

a. Fire extinguishers placed in newly constructed facilities become the responsibility of the occupant's of the building once the building has been signed over from the contractor to DPW and or a unit. Replacement fire extinguishers for buildings in place, is the responsibility of the unit commander.

b. Fire extinguishers installed in buildings, will be marked with a designation number (FP 1, FP 2, etc., meaning Fire Point #1). This designation number and the type of fire extinguisher and last inspection date will be noted on fire extinguisher tag (FHT FORM 420-X20). Tags can be obtained from publication warehouse.

#### **7-4. Vehicle Mounted Extinguishers.**

a. Unit commanders are responsible for ensuring that all drivers are familiar with requirements for maintaining and checking all extinguishing equipment, including mechanisms for fixed systems. Removal or disarming of vehicle mounted fire-extinguishing equipment without authority is not authorized.

b. All extinguishing equipment on vehicles and in buildings or storage areas will be checked for serviceability and will be sealed (seals lead and wire anti-pilferage, FSN 5340-00-391-4240, 100 per box). Only approved seals, plastic and wire types are to be used.

c. Damaging or destroying government-owned fire detection equipment or fire fighting equipment, either willfully or by neglect, is punishable under Article 108, UCMJ, and may result in financial liability under AR- 735-5.

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**7-5. Fire Control.** The class of the fire extinguisher to use is based on the following:

a. Class A: Ordinary combustible fires (wood, paper) use pressurized water extinguisher or ABC dry chemical. *Inspection procedure: Check hose and nozzle for weather cracks and breaks. Pressure gage should show needle in green or charged area. The extinguisher should be in its assigned location and not blocked from view. Safety pin and lead or plastic seal should be in place. Hydrostatic test date should be within last five years.*

b. Class B: Flammable liquid fires (petroleum products) use Carbon Dioxide (CO<sub>2</sub>) or BC/ABC dry chemical extinguisher. EXCEPTION: Class ABC dry chemical is not to be used on deep fat fryer fires. Use BC only. *Inspection procedure CO<sub>2</sub>: Weight test annually. Weight is stamped on head of extinguisher. Insure pin and lead or plastic seal are in place. Horn and hose should be in good repair. If lead or plastic seal is broken, this extinguisher cannot be resealed unless weight checked first by the safety officer/fire marshal (Bathroom scales work well for this). If extinguisher is found to be three pounds light, the extinguisher must be turned in for servicing. Inspection procedure BC dry chemical: Ensure pin and safety seal are in place. Nozzle should be in good repair. Pressure gage needle should be in charged zone. If seal is found broken and needle is in charged zone, replace the seal and put back in service. If seal is broken and needle is not in charged zone, extinguisher must be turned in for servicing. Same procedure is used for Class ABC dry chemical fire extinguishers.*

c. Class C: Energized electrical items. Use Carbon Dioxide (CO<sub>2</sub>) or BC/ABC dry chemical extinguisher.

d. Class D: Combustible metals (lithium batteries) NOTE: Units storing 25 or more lithium batteries, are required to purchase a Class D fire extinguisher (NSN 4210-01-303-3999) for storage area. This fire extinguisher will not be locked behind chain-link fences or in other storage areas.

e. Halon handheld portable fire extinguishers, not specifically required by TM or manufactures instructions, are not authorized for use on Fort Hood. They will be turned in to DOL chemical shop for capturing of agent. Attrition or higher authority directive will remove halon systems in buildings. Halon systems on war fighting equipment will stay in place until higher authority directs removal (tanks, aircraft, and other equipment containing halon fire protection systems).

f. Class K: Wet chemical fire extinguisher is required for cooking oil fires. Follow manufactures instructions for inspection and recharging procedures.

## **Chapter 8 Housekeeping**

**8-1. Scope.** Performance of good housekeeping standards relative to fire safety is the responsibility of unit commanders and supervisors at all levels, regardless of whether or not contract custodial services are authorized. Commanders and supervisors will ensure that all buildings and grounds (including trash pick-up areas) under their jurisdiction are maintained in a fire-safe condition at all times.

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- a. Trash and waste material will not be permitted to accumulate on floors, utility closets, latrines, basements, laundry rooms, day rooms, air handler rooms, boiler rooms, attics, or underneath stairs and buildings.
- b. Oily rags, clothing, paint rags, or other materials subject to spontaneous ignition will not be permitted to accumulate in buildings or be placed in containers with other combustibles. Metal containers with self-closing lids will be provided for saturated rags or clothing. Wet mops or mops used for waxing purposes will be on mop racks in an approved storage room or placed in racks outside of building.
- c. Immediately prior to securing an office at close of business each day or at change of shifts, responsible supervisors will ensure that all trash and waste containers are emptied into outside fire resistant trash receptacles. Receptacles in facilities, which are provided custodial services, need not be emptied at the close of business each day unless they are overflowing.
- d. Underwriters Laboratory (UL) or Factory Mutual approved, self-closing trash receptacles will be provided in all latrines and rest rooms.
- e. Trash dumpsters will not be positioned closer than 15 feet to any building. All outside trash containers will be equipped with lids or doors, which will be kept, closed. Dumpsters will not be placed under sprinkler systems, on loading docks; they will not block fire lanes or fire hydrants, or FES FES connections to sprinkler systems.
- f. Excessive vegetation and trash are prohibited in the vicinity of buildings, fuel tanks, aircraft parking areas, or similar locations. Fort Hood policy is that a 25-foot firebreak be maintained around Petroleum Oil Lubricants (POL) storage facilities.
- g. Using organizations will ensure that structures are kept free of bird nests (call DPW work services; family quarters call contract service).
- h. Sawdust and chips will be removed from all woodworking shops at the close of each workday. Under no circumstances will sawdust or sweeping compounds (floor sweep) be used as an absorbent material for fuel, oils, or other flammables.
- i. Only approved sweeping compounds will be used on Fort Hood. After bags of sweeping compound have been opened for use, they will be stored in a closed metal container.
- j. Janitor's closets will not be used as trash collection points. Closets will be kept clean and used for janitorial supplies only.
- k. Soiled linen of any type will be kept in closed metal containers or approved hampers.
- l. Storage will not be permitted under stairways or under floors of buildings, to include mechanical and boiler rooms, transformer rooms or vaults, and water heater closets. Materials will not be piled against buildings or in front of doors or exits. Attics will not be used for storage areas unless specifically designated for such use and fire suppression protection is provided.
- m. Bulk storage of steel wool will be held to a minimum and will be stored in closed metal containers.

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n. Lint will not be allowed to accumulate any time in or around clothes drying units. The dryer vent flexible hose will be as short as possible, secured at both ends, and not bent to the point of closure. Dryer vents will vent to the outside of buildings.

o. Care will be exercised when storing materials to assure that clear aisles are maintained as approach ways for firefighters and for easy access to firefighting equipment, i.e. sprinkler control valves and heads, fuse boxes, alarm boxes, FES FES connections, risers, drains, and power switches. Bicycles are not permitted to be stored in hallways or foyers of barracks. Bicycles found parked in common areas, stairwells, attached to handrails, furniture or other wise impeding egress from a building will be removed at the bicycle owners' expense.

p. Flammable liquid and flammable paste wax will not be used on floors.

q. Curtains will be flame retardant. Lofts, hanging blankets, rugs, fishnets, and drapes covering lights or within 24 inches of lights, and other electrical equipment is not permitted.

## **Chapter 9 Smoking and Disposal of Smoking Materials**

### **9-1. Scope.**

a. This chapter applies to smoking as it relates to fire prevention, unsafe smoking practices (particularly in dormitories and family housing) and exposure to personal injury or death. Therefore, fire control measures and rigid enforcement are required to prevent this type of fire cause.

b. Building fire marshals, managers, and supervisors will assure ashtrays, butt cans, or other trash-free, noncombustible containers are available for disposal of smoking materials. Smoking materials will not be discarded on the floors of buildings or grounds near buildings.

### **9-2. Control of Smoking.**

a. Smoking is prohibited in any area, building, or structure where, in the opinion of the Installation Fire Chief or his representative, such an act will result in possible loss of life or destruction of property by fire or explosion. If smoking areas are misused through carelessness and smoking materials are being improperly disposed of, the Installation Fire Chief will discontinue the smoking privileges in that area.

b. No smoking, striking of matches, or lighting of mechanical lighters will be permitted within any building, structure, or room used for: storage, repair, processing, serving, testing, or fabricating, including miscellaneous supply rooms. Smoking may be permitted in designated areas within such buildings when approved by the Installation Fire Chief or his representative and the appropriate commander.

c. Approved non-combustible containers for disposal of smoking materials will be provided for each designated smoking area.

d. Smoking will not be permitted within 50 feet of flammable gases, liquids, explosives, or dangerous combustibles, and "NO SMOKING" signs, will be posted in or on buildings containing such materials.

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e. The appropriate commander will approve authorized smoking areas. Signs or other distinctive markings, such as painted lines on floors will designate them. FH Poster 420-5, "Smoking Prohibited Except In Designated Areas", will be conspicuously Posted. Approval letter will be posted in the area with copies maintained by the appropriate Fire Marshal. The Department of the Army Smoking Policy will be enforced.

**9-3. Smoke Prohibited Areas.** Except when permitted in designated areas under conditions outlined above, smoking, striking of matches, or operating mechanical lighters will be prohibited in or within 50 feet of:

- a. Shops, storerooms, and warehouses.
- b. Within 50 feet of any flammable storage area.
- c. In any elevator.
- d. In or upon any bed.
- f. Near aircraft.
- g. Near the general flight line area.
- h. In hangars.
- i. Near aircraft repair docks.
- j. In paint and hobby shops.
- k. In POL storage or dispensing area.
- l. Near flammable liquids.
- m. Near fuel dispensing vehicles.
- n. Near fueling and de-fueling operations.
- o. Near vehicle maintenance (restrictions on smoking in motor pools are in AR-385-55).
- p. Near activities that are obviously hazardous and not listed herein.
- q. Smoking in gymnasiums, theaters, youth centers, Installation exchange facilities, commissaries, or child care facilities is prohibited.
- r. Under no circumstances will smoking materials be discarded into wastebaskets. Ashtrays will be emptied into non-combustible receptacles provided for that purpose.
- s. Discarding lighted matches, cigarettes, and other smoking materials from vehicles to other than suitable receptacles is prohibited.
- t. When a commander approves a smoking area in a large ammo or POL storage area, only electric conduction lighters will be used in the smoking area and they will be firmly anchored in place. Open flame devices are strictly prohibited in these areas.

## **Chapter 10**

### **Storage**

**10-1. Scope.** Applicable to all buildings and areas used for storage.

#### **10-2. General Storage.**

a. Combustible materials will not be stored within 25 feet of any structure without approval of the Installation Fire Chief or his representative.

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- b. Storage stacks or structures and clearances between stacks, covered or uncovered, and buildings will be according to the clearances required between buildings, TM 5-812-1-2; stacks, TM 743-200-1.
- c. All stored materials will be neatly arranged and kept in an orderly manner.
- d. Storage areas will be segregated to the maximum extent possible from all other parts of the building and used for no other purposes.
- e. All storage areas containing hazardous materials will be identified by their hazard according to NFPA No. 704.
- f. A clearance of 18 inches will be maintained from sprinkler heads and ceiling lights.

**10-3. Warehouses.**

- a. Fire doors will not be obstructed in any manner.
- b. Fire doors will not be locked open or closed and will be maintained in good working order, including fusible links and cables.
- c. Fire doors will be opened and closed manually, not with tugs or forklifts and, when opened, will be opened to full position to prevent damage from traffic.
- d. Fire exits, fire lanes, and exit aisles will be unobstructed throughout warehouses and storage areas.
- e. Stacks more than 15 feet high, or which contain usually hazardous materials, will not be piled closer than 36 inches to sprinkler heads.
- f. Accumulation of excessive waste or packing material will not be permitted. Supervisors will ensure removal of waste or packing materials from buildings or areas and will ensure fire safe disposal. Working supplies of combustible packing materials will be restricted to contents of non-combustible bins or boxes provided for this purpose.
- g. Doors and exits will not be blocked unless approved by Installation Fire Chief or his representative. Blocked doors will be indicated as such, both on the interior and exterior of the building, by prominently displayed placards, painted signs, or other suitable means, with four-inch red lettering on a white background.
- h. A 24-inch space will be maintained between stored combustible materials and interior firewalls and partitions.
- i. Gasoline-powered, material handling equipment will not be parked overnight inside warehouses or storage areas unless the Fort Hood FES FES gives approval. When approved, the following will apply:
  - (1) The key will be left in the ignition.
  - (2) The steering wheel will not be locked.
  - (3) Must be parked by a loading dock door that gives access to ground level.
  - (4) Has a drip pan under the engine if liquid fueled.
- j. Fusible links on fire doors and other fire protection devices will be so arranged so that they are subject to initial heat of any fire that may develop. They will not be painted, locally manufactured, nor tampered with.
- k. Items will not be stored in any manner which would block access to fire extinguisher, standpipes, sprinkler risers, sprinkler connections, fire alarm boxes, heaters, furnaces, electrical panels, or fuse boxes.

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- l. Empty pallets inside structures will be limited to a one-day working supply.
- m. Storage on un-roofed docks is permitted provided access for FES FES is not blocked and no part of the storage is within 20 feet of a firewall separating sections of noncombustible building.
- n. Storage is not permitted on covered docks unless sprinkler protection is provided.
- o. The Installation Fire Chief, in writing, will approve electric forklift charging systems located within a facility. A minimum of 48 inches of clearance will be maintained on all sides including the top. Units will be kept clean; qualified repair personnel will accomplish cables in good repair, and all repairs to units. Employees will be briefed, as necessary to assure that all personnel know where power disconnects are located. A five-pound ABC or BC, or a 15 pound CO2 fire extinguisher will be within 25 feet of all battery charging operations used for forklifts.
- p. Propane powered forklifts used in units are authorized, providing storage within a facility is authorized in writing by the Installation Fire Chief, including the area where unit is kept at night. Storage of propane bottles is limited to one spare unless; the storage area is specifically designated for that purpose.

#### **10-4. Hazardous Materials.**

- a. Explosives, hazardous chemicals, and materials will be stored only in structures and areas approved by the Installation Fire Chief. NFPA 704, Identification of the Hazards of Materials for Emergency Response; NFPA 30, Flammable and Combustible Liquid Code; and AR 385-64, U.S. Army Explosives Safety Program; and DOT (Department of Transportation Placards) are used for marking storage buildings, hazardous material vehicles, cabinets, ammunition storage areas, and ammunition transporting vehicles.
- b. Symbols identifying explosives, ammunition, and dangerous materials will be provided and Posted by the using organization. Fire symbols on buildings other than munitions storage area facilities (arms room) will be the right size, metal, and removable. Painting fire symbols on buildings or storage lockers is unauthorized. Fire symbol signs can be obtained at self-help or by submitting a work order to the DPW Sign Shop. Drawings of required signs must be included with proper dimensions.
- c. The organization using ammunition storage areas (not arms rooms) will furnish the Installation Fire Chief a listing of the types of hazardous materials contained in each magazine, structure, or area. Ammunition magazines will have fire symbols and other required markings Posted. Munitions storage personnel will update the West Fort Hood FES FES storage bunker map at least monthly.
- d. Storage of hazardous chemicals in laboratories and other work areas will not exceed a five-day working supply.
- e. Storage of hazardous materials can be accomplished in buildings after written approval of the Installation Fire Chief. Posting of appropriate hazardous material placard is the responsibility of the using organization.

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**10-5. Horse Stables.** Applies to private horse stables only.

a. There is to be no smoking inside of or within the circumference of the barn's arenas, stalls and driveway.

b. Extension cords may be used only during the time the owner is physically at the stable. They are not to be left plugged in overnight.

c. Heating, lighting and cooling devices using flammable/combustible liquids or electricity are not authorized in the stables or tack rooms.

**Chapter 11**

**Flammable and Combustible Liquids and Gasses (Small Storage Tanks)**

**11-1. Scope.** Applicable to all buildings, building areas, or flammable liquids dispensing and storage areas.

a. All flammable liquids stored in containers will be identified by the appropriate flammable liquid label with the name of the contents stenciled or marked on the outside of the container or by factory label. Flammable liquids stored in metal drums used for dispensing purposes will be installed on properly grounded metal stands or racks at least 20 feet from any building or structure, and the drums will be equipped with a spring-action or automatic-closing dispensing device.

b. Marking of Tanks and Containers. Tanks and containers for the storage of flammable and combustible liquids above ground shall be conspicuously marked with the name of the product that they contain and "FLAMMABLE - KEEP FIRE AND FLAME AWAY." Tanks of 60 to 1,100 gal (227 L to 4164 L) capacities shall bear the additional marking "KEEP 40 FEET (12.2 M) FROM BUILDINGS." NFPA 704 hazard marker is required.

c. Small portable flammable liquid containers will be safety type OSHA or UL approved containers. Container will be stenciled stating the contents and the word "FLAMMABLE". No individual safety container will exceed five gallons in capacity. Flammable liquids are considered to have a flash point of 140 degrees Fahrenheit or less.

d. Flammable and combustible liquids warehouse storage facilities will be marked "FLAMMABLE" on all sides. Only those facilities designated by the DPW as flammable and combustible liquid warehouses may be used for this purpose. Gravity or mechanical means will positively ventilate all flammable or combustible liquid storage buildings or rooms. NFPA 704 marker is required.

e. Where occupancy of the building requires the storage of small quantities of flammable liquids such as office supplies, type cleaner, ditto fluid, and liquids required for laboratory work. These liquids will be stored in an approved metal cabinet or ventilated metal locker with self-closing doors and spill tray under shelves. The cabinet or locker will be plainly labeled "FLAMMABLE". The total volume in cabinets or lockers shall not exceed more than 65 gallons and no container shall be larger than five gallons. NFPA 704 marker is required.

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f. Flammable and combustible liquids and gases will not be stored in administrative buildings, BOQ's, barracks, places of public assembly or basements of barracks, and basements of family housing.

g. Storage of TO&E items that use flammable or combustible liquids will not be stored inside any building unless drained and purged. Motor pool POL storage sheds designed for this purpose is exempt from this requirement.

h. The storage or use of flammable liquids, i.e. gasoline, charcoal, lighter fluid, and kerosene is prohibited in rooms containing hot water heaters, washers, dryers, or in living areas on Fort Hood.

i. Below-grade basements and cellars are not acceptable storage areas for motorcycles, lawn mowers, flammable and combustible liquids - Nuclear Biological Chemicals (NBC), Chemicals STB-DS2, and flammable gases. EXCEPTION: STB in original metal packing drums is acceptable as long as appropriate Hazardous Materials placards are posted and metal locking ring is in place on drum. Notification of FES FES by letter is still required for all STB storage locations.

j. The use of OSHA/UL flammable storage cabinets is required for all flammable liquid storage requirements. Not more than three cabinets shall be located in a single fire area. Vent bungs will stay in place with the exception of those cabinets vented to the outside of the building.

k. Latex and water based paint are not construed to be flammable liquids.

l. A working stock (normally a five-day supply) of paints, oils, thinners, or cleaning solvents may be stored in paint shops, hobby shops, maintenance shops, and similar facilities where approved, flammable liquid storage buildings are not provided and appropriate storage cabinets are available. A one-day supply may be maintained inside buildings when outside storage is available. NFPA 704 marker is required.

m. Flammable storage lockers will not be used for oxidizer or corrosive storage unless a "separation of hazards" condition exists in the locker as well as drip pans. Placards will be posted as to contents on the storage locker.

n. Rags or other combustible materials will not be stored in cabinets or lockers used for flammable liquid storage.

o. All flammable liquids in storage warehouses shall be stored in the following manner: floor area and stacks will not exceed 2,000 square feet and clearance between the stacks and walls will be 24 inches.

p. Containers, which have held flammable liquids, will be stored and handled according to the requirements for filled containers. Appropriate tactical containers, containing flammable liquids will be marked IAW: FM 10-67.

q. Parts washers will be kept in good repair including lid tilt and fusible link. They will not be used on aircraft hangar bay floors. Unit personnel will not service parts washers using PD-680 type I and PD-680 type II solvents. MSDS (Manufactures Safety Data Sheet) on solvent being used will be immediately available for employee review

r. Gasoline and other flammable liquids in an upright position will be secured from falling or being knocked over and must be stored in a well-ventilated area. Valves on empty containers must be closed securely to prevent evaporation of the acetone solvent and the flammable gases that these cylinders contain. Acetylene cylinders should never be stored within 100 feet of oxygen cylinders unless separated by an approved firewall. Signs to indicate no smoking or open flames must be posted in and around all areas where acetylene is stored. Filled acetylene cylinders stored within a single bay of a warehouse or an area of comparable size will be limited to a total volume of 2000 cubic feet of acetylene (14.5 cubic feet of acetylene weighs approximately one pound).

s. Compressed gas cylinders, full or empty, will be stored according to IAW AR 700-68, Compressed Gases and Gas Cylinders; EM 385-1-1, General Safety Requirements; and OSHA Standards 1910.252 or which ever is the most stringent

t. Cylinders in the storage area will be secured in the upright position to prevent falling or being knocked over with caps on. Securing device will be non-combustible.

u. Cylinders must be protected against dampness and direct sunlight. If this is impossible, flameproof tarpaulins may be used as covers provided that the cylinders will be separated with an 18-inch air space above the cylinders and between the cylinders.

v. LPG containers, full or empty, will not be stored in any facility on Fort Hood other than for display at sales areas or storage sheds in family housing. LPG containers used for field activities may be stored in a non-combustible fire rated room in a building if that building is protected by an automatic fire sprinkler system. The Installation Fire Chief, in writing, will approve the storage area with a placard in place and no other storage of any kind will be in this room. Amounts will not exceed 100 gallons.

### **11-2. Acids and Oxidizers.**

a. All bulk storage and use of corrosive acids or oxidizing liquids will be in conformity with standard safety practices. Storage areas will not be established or moved without written notice to the Installation Fire Chief. Acid stored in Prescribed Load List (PLL) storage areas will be kept in original shipping containers and will be limited to the amount needed for the number of batteries in storage.

b. Acids, oxidizing materials, and other dangerous chemicals will be stored IAW appropriate Material Safety Data Sheet (M.S.D.S.). A NFPA 704 marker is required.

c. STB in NBC rooms will be stored in factory containers and storage area with proper placard posted after the Installation Fire Chief has been notified and has approved the storage area in writing.

### **11-3. Painting.**

a. Paint that requires flammable solvents or thinners or flammable cleaners will not be used without first removing all potential sources of ignition in the immediate area, providing adequate natural or mechanical ventilation as required, and restricting traffic through and adjacent to the work area.

b. Tarpaulins and drop cloths used with oil-based painting operations will not be stored within buildings, but will be folded and stored in metal lockers that are detached

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at least 15 feet from any building. Paint-soaked rags or paper towels will be disposed of outside buildings at the close of business each day.

c. Spray paint will not be used within buildings unless standard spray booths or rooms constructed and arranged (IAW NFPA No. 33) are provided for this purpose. Spray paint booths, rooms, and areas, will be approved by the FES FES, III Corps Safety, DPW Environmental, and Preventive Medicine Activity, before the operation begins.

d. Minor touch-up involving the use of small aerosol or pressurized spray cans may be conducted outside of a standard painting spray booth if all precautions, such as eliminating ignition sources and providing adequate ventilation, are observed. Such operations will be very limited in scope.

e. Smoking is not permitted in any area where painting involving the use of flammable thinners, solvents, or cleaners is being done.

f. Painting in aircraft hangars not designed, arranged, and equipped as an aircraft finishing facility will be limited to minor touch-up, including re-lettering. Such painting will be done only in hangars that are completely protected by a deluge sprinkler system in full operating condition and will be subject to additional restrictions as follows:

(1) Other aircraft will not be located within 50 feet of the aircraft undergoing touch-up painting.

(2) Hangar doors will be open to provide adequate, natural cross-ventilation to disperse vapors.

(3) Personnel engaged in the painting operation will rope off the area within 50 feet of the aircraft, undergoing touch-up painting, to prohibit traffic through the area.

(4) No compressor, generator, or other spark producing device or source of ignition will be permitted within the 50-foot restricted area surrounding the aircraft undergoing touch-up painting.

#### **11-4. Flammable Liquid Powered Equipment.**

a. Motor vehicles will not be stored in hangars or other shops not specifically designed for such storage, nor will they be operated therein longer than the time necessary to transport material or equipment. Spark arrestor will be installed on all internal combustion engines that are required to operate within the confines of a facility designated as a hazardous area.

b. The storage of POV's inside any building on Fort Hood is not authorized. Government vehicles will not be parked overnight in any building not designed and used for that purpose.

c. Equipment (except forklifts and tugs) will not be operated inside a building.

d. Gasoline powered or diesel powered generators will not be stored in any buildings with fuel in the tanks.

e. Refueling vehicles or tanker trucks, semi or hemmit, will have fuel tanks emptied and purged before maintenance is performed inside any motor pool building. (Ref TM 9-2330-356-14)

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f. Vehicles that are capable of being moved while inside motor pool buildings for maintenance, will be unlocked and have keys, if required, in the ignition. Compartments and storage areas of these vehicles may be locked.

#### **11-5. Fuel Delivery Nozzles.**

a. Latching or locking devices that restrict or impede the ability to automatically stop the flow of fuel will not be permitted on any gasoline or other flammable liquid dispensing nozzle. This does not preclude the use of listed and approved automatic nozzles meeting the requirements of Section 19a of UL 842, Standard for Valves for Flammable Liquids.

b. Dispensing nozzles used at marine service stations shall be of the automatic closing type without a latch open device.

c. A hose nozzle valve used for dispensing Class I liquids into a container shall be manually held open during the dispensing operation.

d. Glass or plastic containers other than plastic containers listed by UL, or Factory Mutual Engineering will not be used for gasoline. Service station operators are prohibited from dispensing gasoline into containers other than approved containers even for emergency purposes.

e. Filling containers of any kind in the back of pick-ups or other vehicles is prohibited. Remove portable containers from vehicles before filling and do not use lock open nozzles.

#### **11-6. Petroleum Supply Points.**

a. Petroleum supply points equipment and operation requirements are set forth in FM 10-69 and FM 10-67-1. Personnel assigned to petroleum supply points will be familiar with the location and operation of portable fire extinguishers. Instructional classes are available through the FES FES.

b. Grounding points away from established petroleum supply points or at dispersed field sites will be checked by the using agency for proper electrical resistance. Grounds showing 10,000 Ohms or greater will not be used.

#### **11-7. Tank Vehicles.**

a. Petroleum tank vehicles for transportation of flammable liquids will comply with NFPA Regulations and FM 10-68, FM 10-69 and FM 10-67-1. DOT marking is required.

b. Vehicle drivers will be familiar with the location and operation of portable and installed fire-extinguishing systems of the petroleum tank vehicles.

c. Vehicles will be grounded when parked.

d. Tank vehicles may be parked in a group of no more than five, with 20 feet between groups and 10 feet between each vehicle in the group. Any one vehicle must be able to be moved from the vicinity without moving another vehicle.

e. Fueling vehicles from vehicles will have 3-way ground.

f. Chain link fences are not authorized grounds and shall not be used as such.

g. Fuel Tank Purging: Disposal of hazardous material (fuels, oils, paints, solvents, etc.) by flushing into drains or sewers is strictly prohibited. Disposal of gasoline in

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sanitary sewers is particularly dangerous. Explosive fumes may accumulate and cause explosions at unpredictable locations. Organizations having a requirement for tank purging must follow the instructions in Environmental Guidance 2. Before attempting to purge tanks, coordinate with the DPW Environmental Management Office. Make certain proper disposal practices are implemented. Failure to do so may cause severe environmental problems or intolerable safety hazards.

h. Parking of hemmit refuelers and tractor-trailer refuelers inside motor pool bays, without tanks being purged, is strictly forbidden.

i. Use of fuel tankers as barricades or wind breaks is prohibited.

## **Chapter 12**

### **Building Components**

**12-1. Scope.** Applicable to all structures.

#### **12-2. Electrical Wiring, Equipment, and Appliances.**

a. All electrical appliances will be of the approved type and bear the Underwriters Listing, or Factory Mutual seal of approval. All electrical wiring and equipment will be in compliance with and will be installed IAW the National Electrical Code and under direct control of the Electrical Shop, Maintenance Division, DPW.

b. Fuses in fuse boxes will not exceed the limits stenciled on the box (i.e., circuits will not be over fused).

c. Electrical appliances such as fans, radios, coffee pots, toasters, coffee warmers, space heaters, foot warmers and other devices not mission essential will not be left plugged in at the close of the workday (clocks and refrigerators are excluded). Computers will be cut off at the circuit breaker/surge protection power strip.

d. Multiple plugs without circuit breaker protection, electrical timers other than that factory built into coffeepots, and other type of electrical convenience attachments are prohibited.

e. Extension cords will be UL approved and will not be used in lieu of fixed wiring. They will not be tacked, stapled, or fastened to walls, pipes, or other objects. Extension cords will not be run into ceilings, spliced, run under rugs, through walls, partitions, windows, or doors. Cords will be of the correct size for the intended use and will be a maximum length of eight feet and not piggybacked. When not in immediate use, they will be disconnected from power source. Unserviceable, unsafe, or non-complying privately owned cords and appliances will be removed and held at the fire station where they may be redeemed by the owner, after signing a statement that the device will not be used again on the reservation.

f. Self-help installation of electrical circuits for permanently installed equipment is prohibited.

g. Fixed or direct wiring of appliances, extension cords, or other electrical devices not listed for such use to an electrical circuit is prohibited.

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- h. Connection of welding machines, sanding equipment, or other heavy-duty equipment to an electrical circuit with temporary connections (alligator clips, etc.) is prohibited.
- i. Do not tape, wire, or bridge circuit breakers to the open position (breaker switches may be tagged or painted to notify personnel not to turn them off). The area of responsibility for each circuit breaker will be noted inside the circuit breaker box. Do not block the circuit breaker panel; it must be easily accessible to building occupants and emergency and maintenance personnel.
- j. Circuit boxes, electrical outlets, switch boxes, junction boxes, and breaker boxes will have covers installed.
- k. Unauthorized electrical wiring or devices may be disconnected or confiscated by Fire Prevention Section inspection personnel.
- l. Electrical space heaters are not authorized on Fort Hood unless the building heating system is inoperative. Any approval of electric space heaters must come from DPW Work Services Section.
- m. Electrical space heaters must be UL approved and have a knock-over safety device. Only one electrical heater may be plugged into any one outlet and never be used on a power strip or extension cord.
- n. The use of multiple outlet power strips with circuit breakers is encouraged if it's necessary. Those without circuit breakers are considered illegal multiple outlets.
- o. Use of fuel-fired heating equipment inside buildings, including Herman-Nelson Heaters, is prohibited under most circumstances. Cleaning of tank and burner assemblies or any component thereof inside any building, other than an authorized repair shop, is prohibited. Safety precaution and operation procedures will be complied with.
- p. Portable kerosene heaters will not be used in any building (Ref AR 420-90).

### **12-3. Cooking Equipment.**

- a. Cooking is permitted only in properly arranged and equipped authorized locations.
- b. Where cooking is permitted, using personnel are responsible for ensuring that all installed grease filters, exposed surfaces of kitchen range hoods, and areas behind, beside, and below kitchen ranges are cleaned daily. A contractor will clean the unexposed interior of a range hood, as often as necessary to remove excess grease (user by contract).
- c. Microwave ovens are authorized for use in rehabbed barracks and modular stacks. Before authorization is issued in non-rehabbed barracks and stacks, DPW Engineering will be consulted for power availability and proper wiring. The following items apply as a minimum under all circumstances where microwaves are used.
  - (1) The commander of the unit must authorize the use and assure compliance with minimum safety standards.
  - (2) Any microwave used must be UL listed and have a usable three wire grounding cord in serviceable condition (no splices nor frayed, and must have a factory installed connector plug).

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(3) Microwaves will be placed on the opposite end of the room from the hardwired smoke detector.

(4) An extension cord may be used as long as it's a factory supplied extension cord and it is rated at the same amperage as the cord on the microwave and is in a serviceable condition. The extension cord must have a factory-installed connector and be of the three wire grounding type.

(5) Microwaves will not run off of circuit breaker strips, multiple outlets or surge protectors and must be the only appliance plugged into the outlet.

d. Coffee pots or similar small appliances will not be used in other than approved areas. All appliances will be UL listed, approved in writing by unit commander, and subject to removal based on Fire Prevention Section inspection. When approved, appliances will be placed on a non-combustible surface and will be disconnected when not in use. Extension cords are not permitted for use on coffeepots or other similar appliances.

e. Food cooking appliances will not be permitted in barracks, BEQ, or BOQ facilities. This does not forbid approved microwave oven devices. Hot plates, toaster ovens, bread makers, deep fat fryers and electrical skillets are strictly forbidden.

f. A metal cover will be provided for deep fat fryers in commercial and dining hall applications. The covers must be readily available in case of a grease fire. Deep fat fryers must be equipped with primary and secondary thermostats; the primary thermostat must be limited to 400 degrees F. The second thermostat must be non-adjustable fusible or manual resetting with a maximum cut-off temperature of 475 degrees F. Thermostats will be tested semi-annually by qualified electricians. Facility managers and club custodians will maintain records of these tests and results.

#### **12-4. Exits and Exit Access.**

a. Any type of furniture or construction, limiting access to exits will not block barracks or dorm hallways. Exit doors will not be chained nor locked under any circumstances, including when the unit of ownership is in the field. If the building is totally empty of personnel, then and only then can the building be totally locked down.

b. Doors required for exit and exit access from buildings will not be locked or blocked when the building is occupied. Deviations from this shall comply with NFPA 101 Life Safety Code.

c. Fire exits and panic hardware is required on all exits in places of public assembly and certain other occupancies. Other locks or fastening devices shall NOT be used on doors equipped with panic hardware, AT ANY TIME, without approval of the Installation Fire Chief in writing.

d. The use of hasps, chains, and padlocks are prohibited on exit doors on any building.

e. Hallways will not be used for storage areas, work areas, or any other purpose that may obstruct or hinder access to exits in any occupancy.

f. Prior approval for blocking a door that can be used as an exit, including overhead rolling doors, will be obtained from the Installation Fire Chief and will have an affixed

sign saying "BLOCKED" with four-inch red letters and white background Posted on both sides of the door.

g. If the fire exit hardware is broken and a current work order is turned in for repair, the Installation Fire Chief can approve, on a case-by-case basis, the use of a temporary securing device provided that the door is operable from the inside with one movement of the hand. The using organization is responsible to pre-brief all occupants on how the device works. Authorizations will be in writing and on file with the concerned Unit Fire Marshal and the Fire Prevention Section.

**12-5. Self-Help Projects.** All alterations, modifications, or additions to buildings will be approved by DPW through the submission of DA Form 4283 and coordinated through DES Fire Prevention Section. The construction of plywood walls and partitions in any building on Fort Hood is strictly forbidden. Only qualified and licensed electricians will make or alter electrical installations, including wiring, outlets, power panel connections and lighting connections or installation.

## **Chapter 13 Building and Space Use**

**13-1. Scope.** Applicable to all buildings or structures under the control of Fort Hood Real Property.

**13-2. General.** Buildings or parts of buildings will be used only for the purpose for which they were originally constructed. Where other use is to be made of a building, permanently or temporarily, with or without alterations, prior written approval by the Installation Fire Chief is required.

**13-3. Sleeping Quarters.** No individual or group of individuals will be quartered or allowed to sleep in any building or part of building not designated for quarters or in which the prime occupancy is other than housing, without prior written approval from the Installation Fire Chief.

**13-4. Attics and Basements.** Will not be used for any purpose unless specifically designated by the Installation Fire Marshal for that purpose. This is to control hazardous material and flammable liquid and gas storage in these areas.

### **13-5. Mobile Homes and Mobile Homes Used as Offices.**

a. Mobile homes and/or modular buildings located on Army installations will be equipped with exit lights and emergency lighting which the occupant or owner will supply and maintain. Exit lights will be LED with battery backup.

b. Spacing distance criteria will be 15 to 20 feet from other buildings of any type and prevailing wind conditions will be considered when placement plan is designed. FES access and water supply must be considered in the placement plan.

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c. Fire extinguishers will be provided by the owner or occupant, preferably 5 or 10 lb. ABC.

d. Mobile homes in government owned mobile home parks will be properly spaced and have hard wire smoke detectors installed in accordance with the latest NFPA requirements.

## **Chapter 14 Vehicle Parking**

**14-1. Scope.** Applicable to all motorized vehicles, bicycles, boats, trailers, and mobile homes operated or parked on the installation.

### **14-2. Vehicles, Boats, Travel Trailers, Mobile Homes, etc..**

a. Vehicles will not be parked in fire lanes or blocking access ways to FES FES connections.

b. Maintain a 20 foot fire lane around all motor pool buildings. No parking within 10 feet of buildings unless the parking area is DPW constructed and striped. Blocking access to any building or structure is strictly prohibited.

c. Vehicles will not be parked inside a building or structure unless the building is specifically designed for such use. Bicycles or motorcycles will not be parked or stored in rooms, hallways, or stairways.

d. No vehicle will be parked in such a manner as to obstruct the movement or exit of a FES FES vehicle from its parked position or emergency parking area.

e. POV's leaking fuel on parking lots will be moved to a safe location at the expense of the owner, by either the Military Police or the FES FES, when the owner cannot be located.

f. Vehicles will not be parked within 10 feet of a structure, except when loading or unloading, without written approval of the Installation Fire Chief and Provost Marshal.

g. Carriers of hazardous materials and/or POL tanker trucks shall not be parked in any parking lot other than those approved for their parking.

## **Chapter 15 Hazardous Operations**

**15-1. Scope.** Applicable to all buildings, structures, and areas.

### **15-2. Welding, Cutting, and Related Operations.**

a. All welding or cutting operations, other than approved shops, requires FES FES notification. Each separate operation, work site, and day of operation will require an inspection and issuance of a DA Form 5383-R, Hot-Work Permit.

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b. Where gas cutting torch carts are kept inside buildings, carts will be stored in a marked designated area located as far from occupied office areas as possible. Marking will be yellow in color and on the floor.

c. Existing buildings turned over to contractors and new buildings under construction which have not been accepted from the contractor are under the direct responsibility of the C.O.R. and the site contractor for all fire prevention activities.

### **15-3. Hot-Work Permit.**

a. DA Form 5383-R, Hot Work Permit, will be issued for open flame operations, welding operations, roof tarring operations or other hazardous potential fire actions. Hot work permits are required for permanent shops, engaged in open flame and welding operations, once it has been approved by the Installation Fire Chief. Permanent welding shops will have their annual permit removed for repeated violations of fire codes.

b. Ensure all flammable liquids and combustible materials are moved to a minimum of 30 feet from any area where sparks or slag could ignite them. Use of a fireproof tarp when required for coverage of equipment or storage that can't be removed, you must have a fire extinguisher nearby. Inspect area 30 minutes after welding or cutting operation has been completed.

c. Barrels, drums, or tanks will be thoroughly purged before welding or cutting. Using agency is responsible for gas free testing before operation starts.

d. Machine or arc welding equipment and operations will conform to the National Electrical Safety Code, OSHA Standards 1910.252, and NFPA No. 51 (National Fire Codes).

e. Gas welding and cutting units will have back flow and back flash arrestors in place. Back flow arrestors, and back flash arrestors, will be installed in accordance with OSHA or manufacturers directives (OSHA 1910.253 and OSHA Standards Interpretation and Compliance Letter).

### **15-4. Roof Tarring Operations.**

a. Roof tarring operations are under the direct control of the COR and will comply with the following:

(1) Hot Work Permit (DA Form 5383-R) is required. Request for permit will be made 72 hours in advance of beginning operations.

(2) NFPA 1-51 will be reviewed by the contractor's prior to permit issuance. COR is responsible for compliance. Contractor and COR will be briefed by Fire Prevention Inspectors on NFPA -51, requirements and additions noted below.

b. In addition to the requirements of NFPA 1, the following is added:

(1) Tar buckets, mops, brooms, etc., will be removed from the top of buildings at the close of day. These items will not be left stored in any building, against any building or within fifteen feet of the tar kettle.

(2) Placement of tar kettle will take into consideration smoke and fume direction of travel, nearest entry into any building, smoke detector location, and blocking of FES FES access.

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(3) Fire extinguisher placement is as follows: One 20:BC rated fire extinguisher will be located within 25 feet of the tar kettle. One 20:BC rated fire extinguisher will be on the roof during tarring operations.

## **Chapter 16 Fueling Operations**

### **16-1. Fueling and Defueling Operations.**

- a. Refer to FM 10-67.
- b. Aircraft: The FES FES will be notified of defueling of aircraft and will standby with fire fighting equipment.

### **16-2. Normal Refueling and Defueling.**

- a. Do not refuel inside hangars closer than 50 feet from any building. Exception: FM 10-67-1, Chapter 17 requirements and notification of the Fort Hood FES FES, Fire Prevention Section.
- b. Whenever possible, avoid refueling within 100 feet of drainage ditches or in low spots where combustible mixtures may accumulate.
- c. Under no circumstances will any ground-powered equipment be parked under any part of the aircraft while the aircraft or the equipment is being serviced for refueling or defueling.
- d. No open flame or open flame device will be within 50 feet of oxygen, fuel, or oil-servicing operations.
- e. Defueling will be accomplished only at approved defuel points.
- f. Abnormal refueling and defueling. Any of the conditions below constitute abnormal refueling and defueling operations. Organizations will obtain assistance from the FES FES in abnormal refueling and defueling operations when:
  - (1) Servicing personnel are not thoroughly familiar with the type aircraft being serviced.
  - (2) The return to service of a fueling system or servicing unit which has undergone repair and could not be functionally tested before fueling operation.
  - (3) Conditions where it is necessary to service an air-evacuation aircraft while patients are still aboard.
  - (4) Defueling or refueling under exceptional circumstances which may involve hazards beyond the control of the operating personnel. Requirements for such an operation should be coordinated with the Airfield Commander, Airfield Safety Officer, and the Installation Fire Chief.
  - (5) When leaking fuel cells introduce additional hazards to the normal operation of de-fueling or refueling.
  - (6) Emergency conditions brought about by damage to the aircraft by fire or impact.
  - (7) De-fueling under conditions that require draining or transferring fuel into open containers. The draining of residual fuel after a normal de-fueling operation into an approved safety container is not considered an abnormal condition.

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g. Power Units. When auxiliary power units are connected to aircraft for any reason, position the units to upwind to the maximum length of the attached cable. If fuel spillage occurs at any time, power units will be shut down immediately and FES FES will be notified immediately.

h. Liquid Oxygen Servicing will only be accomplished by trained supervised personnel. The spilling of LOX on any petroleum-based surface is grounds for immediate shutdown, evacuation and immediately notifying the FES FES. This includes cracks in concrete filled with asphalt or tar. LOX will not be allowed to run or be washed into any sewer drainage system.

i. Explosive ordnance. Load or unload explosive ordnance only in areas designated by the Airfield Commander, in keeping with quantity-distance tables for explosives. Notify the FES FES in advance of impending operations, of this type, so that fire protection personnel will be aware of the hazards involved and follows airfield SOP's where applicable.

j. Vehicles: De-fueling of vehicles will be conducted only in authorized areas. The FES FES will be notified before the operation starts.

k. Park fuel-servicing vehicles on a single line, a minimum of 25 feet apart, 300 feet from any aircraft, and not less than 50 feet from any building structure. They will be properly grounded at all times (flight line operation).

l. Aircraft drop fuel tanks that have fuel in them or that have had fuel in them will not be stored inside aircraft hangars unless they have been emptied and purged.

### **16-3. Static Grounding.**

a. Hospitals are excluded.

b. Grounding cables will be manufactured from steel with a minimum of 3/32-inch diameter, or equal, with a resistance of 10,000 ohms. The cable will never be spliced. Each end of the cable will be equipped with a device for hooking to a grounding point and aircraft or equipment.

c. Connect static ground cables to the object to be grounded and then to the ground. This procedure will allow sparks to occur at the ground and not at the equipment.

d. Use three-way grounding during all fueling services for aircraft. Grounding will be from aircraft to ground, from aircraft to refueling truck, and from truck to ground. Nozzles will be bonded to aircraft.

e. All aircraft undergoing maintenance on the flight line apron or in the hangars will be grounded at all times.

f. An 18-inch diameter circle, painted yellow with a 2-inch border painted black will identify approved static grounding points. The words "Static Ground" will be stenciled in the yellow area of the circle. The static grounds will be tested every five years. The Airfield Commander will maintain a master log of all grounding points with date of test and ohms reading. Defective grounds will be taken out of service immediately and obliterated, thus preventing their use. Motor pool permanently installed ground rods have the same requirement except the Battalion Safety Officer/Fire Marshal maintains records of tests and assures compliance with testing directives.

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g. Units required to drive ground rods for any reason will devise a plan to test driven ground rods for proper electrical resistance. Readings greater than 10,000 OHMS will not be used.

#### **16-4. Shipments Bulk Oxygen Transfers.**

Hospital: The Fort Hood FES FES will be notified when the hospital LOX tank is being serviced by vehicle transport tanker.

#### **16-5. Fuel Spills.**

a. The FES FES will be notified immediately when a fuel spill occurs involving more than one gallon of flammable liquid.

b. Individual units owning aircraft or refueling vehicles experiencing fuel spills, will use speedy dry for clean up. Only in extreme situations will FES FES use water or AFFF agent for the neutralization process.

#### **16-6. Open Fires.**

a. The burning of trash, leaves, grass, brush, or other such open fires is prohibited without prior approval of the Installation Fire Chief.

b. The use of charcoal burners, hibachis, and barbecue grills (gas or charcoal) is permitted subject to the following provisions:

(1) Supervision by an adult at all times when in operation.

(2) Will not be used inside buildings, on porches or balconies, or within 15 feet of buildings and located safely away from combustibles. All cooking is prohibited on the roofs of barracks and other buildings on Fort Hood. When cooking has been completed, hot coals must be quenched with water for 24 hours before disposal.

(3) Charcoal, charcoal starter fluids, and igniters are stored in a safe area.

c. The use of burning scented candles and incense or similar open flame or glowing coal devices in barracks, bachelor officers quarters, bachelor enlisted quarters and similar sleeping occupancies is prohibited.

d. Fires in shops are allowed where such fires are a normal and accepted part of the process being accomplished.

e. Fires in fireplaces, if properly protected by screens, are allowed. Chimney and flue pipes will be cleaned annually.

### **Chapter 17**

#### **Natural Cover Fires**

**17-1. Scope.** Applicable to all units and activities. Commanders of units engaged in field exercises are responsible for:

a. Any prescribed burning on Fort Hood must be approved by the Installation Fire Chief.

b. Developing a unit fire plan to protect against natural cover fire peculiar to this locality.

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- c. Arranging for construction of firebreaks, when applicable, around field activities, bivouac areas, etc.
- d. Being aware of the prevailing fire danger condition.
- e. Increasing fire watches during dangerous fire weather periods.
- f. Training field personnel in the prevention of natural cover fires.
- g. Disposal of smoking material properly.
- h. Aware of dry conditions and not allowing ignition sources too close to combustibles.
- i. Providing escape routes or protection areas for personnel during periods of high fire danger.
- j. Unit Commanders or their representatives will notify the FES FES immediately of all fires, to include vehicles.
- k. Making initial first aid attack on fires until arrival of the FES FES or other organized fire fighting forces.
- l. Providing support, within the limits of available resources, to the FES FES, or other fire fighting forces, engaged in fire suppression activities, upon their arrival.

**17-2. Standard Range Conditions.** The range conditions are established by the G3 in relation to the range appearance, number of days since measurable rainfall, number and severity of range fires, and other conditions related to vegetation conditions on the ranges, i.e., wind, dew point, and condition of vegetation (heavy or light). The variables are such that it is impossible to forecast range conditions over extended periods of time. These range conditions are established for the entire installation with exceptions being granted based on individual cases. There rarely are conditions such that training cannot take place after proper coordination with the FES FES. Range conditions are evaluated daily by the FES FES and input provided to the G3 for dissemination as needed.

## **Chapter 18**

### **Places of Public Assembly**

**18-1. Scope.** The potential for fire injuries, deaths, and high property loss in public assembly places requires extraordinary precautions to prevent fires. Places of assembly include, but are not limited to, all buildings or portions of buildings used for gathering together 50 or more persons for such purposes as deliberation, worship, entertainment, amusement, eating establishments, or awaiting transportation.

**18-2. Training Certification Program.** Places of public assembly, managers will establish an on-going training certification program for their employees. Initial employee training and annual certification training, on fire prevention matters, is required to ensure fire safe working conditions exist within buildings and to prevent the loss of valuable property. Fire Prevention personnel will develop lesson plans for places of public assembly, specifically for this purpose. Facility managers will develop SOP's

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specifically on their fire prevention program. Employees must understand their fire prevention responsibilities, fire reporting, facility evacuation procedures, first aid fire fighting procedures as well as individual building fire prevention problems.

**18-3. Maximum Patron Capacity.** Maximum capacity in places of public assembly shall be determined by the FES FES and enforced by the manager on duty. Capacity determinations will be IAW the NFPA Life Safety Code 101. Signs will be posted at the main entrance to these facilities indicating capacity room by room. Only those areas used by the public will be considered in this evaluation.

a. The manager will notify the FES FES when planning certain social events. These events involve temporary decorations, exceptionally large crowds, or any unusual arrangements.

b. Prior to patrons being present, management personnel will:

(1) Check and ensure that all emergency exits will be unobstructed, operational, and clearly identified by "EXIT" signs.

(2) Will be responsible for ensuring that there are aisles of sufficient number and width to evacuate all personnel immediately in emergencies.

(3) Ensure aisles, corridors, stairways, and passageways are free of obstructions.

c. Management personnel will ensure that lighted exit signs are working properly with all required bulbs on a daily basis.

d. Emergency lighting systems will be inspected by management personnel at least every thirty days and inspection documented. Required documented work order numbers will be available to Fire Prevention Inspectors.

e. Use of candles or other open flame devices for decorative or lighting purposes in places of public assembly is prohibited unless approved by the Installation Fire Chief. Candles used as table decorations are authorized as long as the candle is in an appropriate, stable, candleholder.

f. Fire alarms will be tested quarterly by Fire Prevention Inspectors. This test can be coordinated with management personnel to announce quarterly non-evacuation fire procedural test.

g. All panic hardware used in places of public assembly will be operational and unlocked when patrons are present in the facility. Security will not over-ride a life safety.

h. Carpeting, curtains, and draperies installed in places of public assembly will be fire resistive, as required. Fire Prevention Inspectors will review certification to this effect.

i. Grease filters in hood and duct systems must be in place with exhaust fan working before and during cooking operations. Either of these items found not in place or working will result in the cooking area being shut down until replaced or repaired.

j. Hood and duct systems over cooking equipment will be cleaned on the exterior surfaces daily by using occupants (this includes filters). If more than daily cleaning is required, management will enforce the policy. Interior ductwork, exiting to the outside, will be cleaned on a quarterly basis or more often as required by contract.

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- k. Club managers and dining hall supervisors are responsible for fire suppression system nozzles being directed at installed cooking equipment.
- l. Fire suppression systems installed in hood and ductwork over cooking equipment will be inspected quarterly by Fire Prevention Inspectors. Annually, these systems will be disassembled, lubricated, weight tested, and operationally tested by qualified and licensed personnel.
- m. Installation and protection of restaurant cooking equipment must be according to NFPA No. 96. Only qualified and licensed personnel will maintain, repair, test, and recharge extinguishing systems. AAFES and DCA are responsible for annual testing by contractors in their facilities. DPW contracts military dining facilities.
- n. Decorative wall covering, wood or vinyl paneling installed in places of public assembly, will have a flame spread of 0-25 and smoke development rating not to exceed 450. Requests will be forwarded to Installation Fire Chief for review and approval prior to installation of wall covering or wood or vinyl paneling.
- o. All decorations to be used for special events (for example: bunting, banners, artificial floral designs, lighting, and Christmas decorations) will be approved by the Installation Fire Chief and inspected by Fire Prevention Inspectors prior to use. Any decoration declared a fire hazard by the Installation Fire Chief or his representative will be removed.
- p. All seasonal or special decorations will be taken down immediately following the occasion and removed from the building.
- q. Club managers or facility managers will document interior duct cleaning, annual fire suppression system maintenance, initial training of personnel in fire prevention matters, annual certification thereafter, as well as lighted exit sign maintenance and emergency lighting system work orders.
- r. Managers of public assembly facilities or assistants designated in writing must assure that these facilities are kept fire-safe. These managers will check facilities before opening, during, and at the close of business to ensure that all fire hazards have been eliminated.
- s. Places of public assembly, that have designated smoking areas, the use of plastic trash receptacles and the disposal of smoking material in plastic trash receptacles is forbidden. All smoking material refuse will be placed in metal containers and wet down when removed from these buildings at the close of each day.

## **Chapter 19**

### **Special Hazards**

#### **19-1. Decorations.**

a. All decorations and acoustical materials used on the interior or exterior of any building will be of the flameproof type. The use of combustible vegetation (cornstalks, straw, hay, leaves, etc.) for decorations or to provide atmosphere is prohibited, unless approved in writing by the Installation Fire Chief. This includes tents and camouflage netting.

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b. Christmas trees will not be treated with flameproof materials, but will be cut back one inch with two 45-degree cuts at the base of the tree and placed in a container of water or wet sand. Natural trees will not be sprayed with decorative paint. If Christmas trees become dry to the point needles fall off or the tree becomes brittle, the tree will be taken down and removed from the building immediately.

c. Decorative lighting will be UL approved and in serviceable condition and used in accordance with manufacturer's instructions.

#### **19-2. Fireworks.**

a. Fireworks are prohibited on Fort Hood. Exception: Supervised displays authorized in writing by the Commander, III Corps and Fort Hood in total compliance with NFPA directives.

b. Unauthorized fireworks found on the installation will be seized by the Installation Fire Chief, or his representatives, or the Military Police.

c. Any person using fireworks other than in authorized displays may be held financially liable for any loss or damage to government property caused by such use. This may also include the cost of responding emergency crews.

**19-3. Tentage.** Refer to TM-10-8340-211-13, for fire, water, weather, and mildew resistant coating. NOTE: Wet or damp tentage will not be stored in any building on Fort Hood. This includes camouflage netting. Large commercial tents used for special events and outdoor sales will be certified flameproof by manufacture's seal and written certification.

#### **19-4. Aircraft Hangars.**

a. Upon detection of a fire, alert personnel immediately in the building to evacuate, and notify the FES FES.

b. All available aircraft maintenance personnel and equipment will be used to effect the rapid removal of aircraft, if safe to do so. Unit commanders will develop and exercise an effective aircraft removal plan for each aircraft hanger. Plans will be coordinated with and approved by the Installation Fire Chief.

c. All aircraft in hangars will have batteries disconnected and be effectively grounded if they are not required for maintenance being performed. All grounding points will be tested every five years. Testing grounding points inside aircraft hangars and on the flight line is the responsibility of the Airfield Safety Officer.

d. Do not drive vehicles inside any hanger unless the vehicles are equipped with spark arrestors.

e. Equipment inside hangars, 18 inches or more above the floor such as electrical equipment and wiring, motors, generators, etc., must meet Class 1, Division 2, NFPA requirements and be UL listed for use in this area.

f. Electrical and motorized equipment below the 18 inch level will meet Class I, Division I NFPA requirements, i.e., explosion proof and be UL listed for use in that area. Do not store or use fuel-servicing vehicles inside hangars or other buildings unless such buildings have been specifically designated for that purpose.

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- g. Fixed wing aircraft hangars will conform to NFPA regulations and TM 5-803-4. Helicopter hangars and wind shelters will conform to current ETLs and UFC-3-600-01.
- h. DC Power units and cables will be kept in good repair. Qualified electricians will make all repairs.
- i. Only part washers using non-flammable solvents or non-combustible solvents may be used on the hanger floor. MSDS (Manufactures Safety Data Sheets) will be posted in the immediate area.
- j. Aircraft hangars will not be used for sleeping personnel unless specifically approved in writing by the Installation Fire Chief 72 hours in advance.
- k. Fire exits and emergency paths of egress, including corridors and marked paths of egress on hanger floors will not be used for storage or have obstacles placed in them.
- l. Exterior of aircraft hangars will be kept clear for emergency vehicle access.
- m. Electrical extension cords, electrical drop lights, and other electrical powered equipment used on hanger floors will meet Class I, Division I requirements, i.e., explosion proof.

#### **19-5. Battery Charging.**

- a. Battery charging facilities will be located in areas having good natural or properly engineered mechanical ventilation IAW NFPA standards.
- b. Shelves or benches will be noncombustible or covered with an insulating and absorption-resisting material.
- c. A supply of absorbent for neutralizing acid spills will be kept available.
- d. Sulfuric acid in the charging area will be limited to a one-day supply.
- e. Where gasoline motor driven generators are used, the generator unit will be located outside the battery room.
- f. Appropriate TM's will be available and followed.
- g. Only BC rated fire extinguishers will be assigned in battery shops or at large charging operations.

### **Chapter 20**

#### **Nursery / Day Care Centers**

**20-1. Nursery / Day Care Centers.** Applies to buildings or areas for care and housing of infants or children in a public place for periods of 12 hours or less, including kindergarten and day care centers for children under 6 years of age.

- a. Responsibility: When an Federal Child Care (FCC) facility is operated as an independent activity, the person in charge of the activity is responsible for observance and enforcement of these regulations. When a child care area is operated in connection with a club, youth center, chapel or similar activity, the person in charge of the sponsoring activity is responsible.
- b. Location and arrangement of Child Development Center's (CDC), fire prevention, fire alarm facilities, and evacuation plan will meet the requirements of AR 608-10; AR

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420-90; NFPA 101, Life Safety Code (except as modified by AR 608-10); NFPA 72, NFPA 13.

c. Fire Prevention inspections will be accomplished IAW AR 608-10 (monthly). Fire Drills will be accomplished monthly and sprinkler alarm by-pass valves or inspectors test valves will be used quarterly to activate fire alarm systems for these drills.

## **Chapter 21**

### **Laundries and Dry Cleaning Plants**

#### **21-1. Laundries and Dry Cleaning Plants.**

a. Applies to all laundries. All cases of spontaneous combustion will be reported to the FES immediately.

b. Housekeeping will conform to Chapter 6 of this regulation.

c. Installation and operation of dry cleaning equipment will be IAW the current issue of NFPA Pamphlet No. 32. Installation and operation of dryer exhausts and lint removal systems will be IAW the current issue of NFPA Pamphlet No. 91.

d. Laundry employees and management are required to schedule annual fire prevention training documented by management.

e. Fire plans will conform to chapter 3 and 4 of this regulation and will include procedures for plant personnel shutting down all steam, fuel, and airlines and all electrical equipment.

f. Storage will conform to chapter 8 of this regulation and garments should never be left in tumblers overnight. Articles removed from tumblers will not be folded and stacked in trucks or baskets until allowed to cool sufficiently so that there is no danger of fire.

g. Grounding of Equipment. Laundry superintendents will make periodic inspections of all equipment where grounding is required and will make annual tests to determine the continuity of bonding and the effectiveness of the ground. Dates of tests, deficiencies found, action for correction, and date of correction will be recorded; the building inspection record, DA Form 5381-R, may be used for this purpose.

h. Manufacturers Safety Data Sheets shall be available for employee review and Fire Prevention Inspectors review.

## **Chapter 22**

### **Places of Detention / Confinement**

#### **22-1. Places of Detention / Confinement.**

a. Applies to any building where any occupant is in any way prevented by physical or mechanical means from leaving at will at any time. Confinement facilities, psychiatric wards, and hospital prison wards are included.

b. Plans for evacuation of each confinement building will be prepared by the Confinement Officer or the person in command of the activity, as applicable. These plans will conform to chapter 3 and 4 and will:

(1) Detail the action of each person on duty and designate alternates in the event of absence.

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(2) Require that fire drills are conducted weekly and duty personnel will be briefed weekly on their assigned functions in the event of a fire.

c. Require that confinement areas or rooms be under constant surveillance of an attendant. The attendant will be prepared and able, in the event of a fire, to release the prisoners or patients under his care and will not leave his Installation for any reason unless properly relieved.

d. Require at least one other person be present, in duty status, and will have in their possession a list of all persons under confinement, the guards or attendants on duty, and their location in the building. In the event of fire, prearranged plans will be checked accordingly, with each attendant, to ensure the evacuation of prisoners or patients.

e. Requires a manually operated alarm system, audible in all portions of the building, be provided. This alarm will be sounded in case of fire and for fire drills.

f. Requires a manually operated remote fire alarm box be provided, where connection to the Central Fire Station alarm system is possible; otherwise, a fire reporting telephone will be installed. The alarm will be located where personnel are on duty at all times. Duty personnel, with the exception of Darnall Army Community Hospital will test the alarm daily.

g. Prohibit flammable liquids being used in any building of confinement during periods when personnel are occupying the building.

h. Require a daily check be made of automatic sprinkler systems for signs of tampering or damage.

## REFERENCES

AR 335-15

Management Information Control System

AR 420-90

Fire and Emergency Services

AR 608-10

Child Development Services

AR 385-64

Ammunition and Explosive Safety Standards

FM 10-68

Aircraft Refueling

FM 10-69

Petroleum Supply Point Equipment and Operations

Factory Mutual Approval Directory Program / Facility Report

TM 5-803-4, Planning of Army Aviation Facilities

TM 5-848-2, Handling of Aircraft and Automotive Fuels, 1 Jan 84

TM 10-8340-211

Tents, Shelters & Command Post

TM 743-200-1

Storage and Materials Handling

DA Form 285

Accident Report

DA Form 2028

Recommended Changes to Publications and Blank Forms

DA Form 4283

Facilities Engineering Work Request

DA Form 5381-R

Building Fire Risk Management Survey

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DA Form 5382-R  
Hazard Deficiency Inspection Record

DA Form 5383-R  
Hot Work Permit

FH Form 40  
Emergency Information

DOD Directives  
Current National Fire Protection Association Codes

OSHA, General requirements

UCMJ Uniform Code of Military Justice

OSHA 1910.253  
Oxygen Fuel, Gas Welding and Cutting

OSHA 1910.54  
Arc Welding and Cutting

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