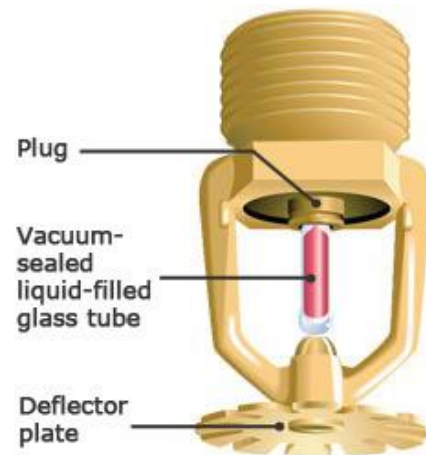


LOCATION OF WORK:	WRITTEN BY:	APPROVED BY:	DATE CREATED:	LAST REVISION:
All Schools	L. Carriere	Brent Vandenbosch	Feb. 14, 2018	New

PHOTOS



HAZARDS PRESENT

- Working at heights
- Ergonomics – over reaching
- Pinch Points

ADDITIONAL REQUIREMENTS

- Equipment orientation
- Read & understand general safety procedures
- Ladder training

SAFE WORK PROCEDURE

SPRINKLER SYSTEM - INSPECTION PROCEDURE

The Manitoba Fire Code of Canada establishes the standard for inspection and maintenance of sprinkler systems. Sprinkler system visual inspections are conducted by school personnel. An inspection is a “quick check” to give reasonable assurance that the sprinkler will operate if required. This is done by verifying that the sprinkler heads have not been tampered with, that there is no obvious or physical damage or condition to prevent their operation and that they are not obstructed.

Sprinklers should be visually inspected when they are initially placed in service and thereafter at 90 day intervals by custodial staff.

- ☐ Check to ensure that each sprinkler head shows no obvious signs of damage.
- ☐ Check to ensure that each sprinkler head has a minimum of 18 inch clearance below and beside the head. No obstructions from storage rooms or shelving
- ☐ Check that the sprinkler pressure gauge is showing the applicable system pressure.
- ☐ Check to ensure that all water control valves are locked in the open position.
- ☐ Check to ensure that all external fire department connections are capped and unobstructed. Remove any vegetation around these connections and ensure that "No Parking" signs are posted at the location of the connection.
- ☐ Check to ensure that spare sprinkler heads are available at the school.
- ☐ Keep a record of inspections, including those found to require corrective action. The record should include the date the inspection was performed and the name of the person conducting the inspection.

Note:

- Sprinkler heads may accidentally discharge if subjected to mechanical damage (hit with a mop handle, for example).
- Sprinkler systems that have been activated as a result of fire may not be turned off until authorization is given by the most senior fire department person on the scene.

MAINTENANCE

Sprinkler system maintenance is done by service agencies acceptable to the City of Winnipeg. Maintenance intervals begin on the date of manufacture and are scheduled by the school division's utilities supervisor. Required maintenance includes:

- ☐ Annual visual inspection of all sprinkler heads.
- ☐ Replacement of all sprinkler heads that are over 50 years old.
- ☐ Annual inspection and test of all water control valves.
- ☐ Annual water flow test using the sprinkler Inspector's Station.

REGULATORY REQUIREMENTS

- WS&H Act W210, Section 4, 5, 7, 7.1
- Mb. Regulations 217/2006,
 - Part 2, Section 2.1 Safe Work Procedures
 - Part 6, Section 6.1 PPE
 - Part 16, Sections 16.1 – 16.18, Machine & Tool Safety
- Manitoba Fire Code