



UNITED STATES MARINE CORPS
MARINE CORPS AIR STATION
POSTAL SERVICE CENTER BOX 8003
CHERRY POINT, NORTH CAROLINA 28533-0003

AirStaO P11320.7D
SOF
6 NOV 2003

AIR STATION ORDER P11320.7D

From: Commanding General, Marine Corps Air Station, Cherry Point
To: Distribution List

Subj: FIRE REGULATIONS FOR MARINE CORPS AIR STATION, CHERRY
POINT (SHORT TITLE: STATION FIRE REGULATIONS)

Ref: (a) MCO P11000.11B UFC 3-600-01 (NOTAL)
(b) National Fire Protection Association (NFPA) Codes &
Standards (NOTAL)
(c) UFC-3-600-02 (NOTAL)
(d) DoD 4145.19-R-1 (NOTAL)
(e) AirStaO 4630.2E

Encl: (1) Locator Sheet

Reports Required: I. Message Report of Fire (Report Control
Symbol DD Form 11320-04), para. 1001.1k(1)
II. Fire Incident Report (Report Control Symbol
DD Form 2324), para. 1001.1k(2)
III. Summary No Loss Fire Emergencies (Report
Control Symbol DD Form 2324), para.
1001.1k(3)
IV. Fire Department Operating Cost (Report
Control Symbol NAVMC Form 10214-5D), para.
1001.1k(4)

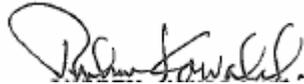
1. Purpose. To update the basic Manual, which amplifies and
implements the provisions of the references in source for the
general fire prevention and related matters for MCAS Cherry Point.

2. Cancellation. AirStaO P11320.7C.

3. Action. Commanding Officers and Directorates/Department Heads
shall reexamine the fire prevention program for their organizations
to ensure conformity with the requirements of these regulations.
All personnel will comply with the provisions of these regulations.

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4. Summary of Revision. This Manual contains major changes and should be reviewed in its entirety.
5. Concurrence. None.
6. Certification. Reviewed and approved this date.



ANDREW KOWALSKI
Chief of Staff

DISTRIBUTION: A

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6 NOV 2003

LOCATOR SHEET

Subj: FIRE REGULATIONS FOR MARINE CORPS AIR STATION, CHERRY
POINT (SHORT TITLE: STATION FIRE REGULATIONS)

Location: _____
(Indicate the location(s) of the copy(ies) of this Manual.)

ENCLOSURE (1)

STATION FIRE REGULATIONS

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STATION FIRE REGULATIONS

CHAPTER 1

ORGANIZATION AND OPERATION

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STATION FIRE REGULATIONS

CHAPTER 1

ORGANIZATION AND OPERATION

1000. ORGANIZATION. The Fire Protection Division is an organizational element of the Station Security Department. The personnel staffing and the equipment of the Fire Protection Division will be maintained per the current edition of MCO P11000.11B UFC 3-600-01.

1001. FIRE CHIEF

1. The Fire Chief is the administrative and technical head of the Fire Protection Division under the control of the Security Officer/Provost Marshal and is responsible for the enforcement of the fire regulations; the preparation of such supplementary fire regulations as may be necessary, and the efficient operation of the Fire Protection Division to include all matters pertaining to organization, administration, training and discipline. In addition, the Fire Chief is responsible for the following specific duties:

- a. Fire prevention inspections of structures and grounds.
- b. Inspections, testing, and maintenance of firefighting equipment, with particular emphasis on proper type.
- c. Inspection, testing, and location of fire hydrants and fire alarm boxes.
- d. Inspection of sectional control valves in the water distribution system.
- e. Testing and maintenance of the fire alarm systems.
- f. Inspection and testing of sprinkler and other automatic fire extinguishing and detecting equipment.
- g. Inspection of existing facilities, testing of emergency evacuation controls of buildings and conducting of emergency evacuation fire drills.
- h. Issuing notices to correct existing hazards.

i. Oversight and supervision of temporary operations involving fire hazards such as open fires, fueling, cutting, welding, and other hazardous operations excluding paragraph 5003.4c of this Manual.

j. Posting of standby fire watches at places of public assembly and special occasions.

k. Investigation of fires and reports submission, as follows:

(1) A Message Report of Fire (Report Symbol DN-11320-04) will be submitted to the CMC (LFF-2), within 24 hours, whenever a fire at a Navy or Marine Corps activity causes damage of \$100,000 or more, is of unusual origin, or results in loss of life or serious injury to personnel.

(2) A Fire Incident Report (DD Form 2324) will be submitted to the Commander, Naval Safety Center, Naval Air Station, Norfolk, VA, on OPNAV Form 11320/1, within 72 hours, in addition to the above message report.

(3) A Summary No Loss Fire Emergencies Report (Report Symbol DN-11320-03) will be submitted to the Commander, Naval Safety Center, Naval Air Station, Norfolk, VA, on OPNAV Form 11320/2, within 30 days following the end of each quarter.

(4) A Telephone Report of Fire (Report Symbol MC-11320-04) will be submitted to CMC (LFF) covering each fire incident and other fire-related accident or disaster resulting in property damage of \$5,000 or more.

(5) A Fire Department Operating Cost Data Report (Report Symbol MC-7310-09) will be submitted to CMC (LFF) on NAVMC Form 10214-5D within 30 days following the end of each quarter.

l. Training Fire Protection Division personnel in techniques of firefighting, fire prevention, and disaster control operations during emergencies.

m. Provision of fire protection and standby equipment for MCAS Cherry Point.

2. The Maintenance Department accomplishes repair work on equipment referred to in paragraphs 1.c. through 1.f. above.

3. The Fire Chief will take charge of all firefighting personnel, apparatus, equipment, and fire control operations:

a. When a second or greater fire alarm occurs in two areas simultaneously, the decision for concentration of fire control equipment will be made by the Fire Chief unless a fire ground order to the contrary is received from the Air Station command relieving the Fire Chief of delegated responsibilities.

b. The Fire Chief will establish a Fire Protection Division command post near the location of the fire. The command post will normally be the Fire Chief's vehicle, bearing the Fire Chief's identification. This location will be used as the fire headquarters for all persons concerned with firefighting or associated duties. The Fire Chief will direct all firefighting and related activities from the command post.

1002. ASSISTANT FIRE CHIEF

1. The Assistant Fire Chief, Suppression, will assume the duties and responsibilities of the Fire Chief in the absence of the Fire Chief.

2. The Assistant Fire Chief, Suppression, is responsible to the Fire Chief for firefighting operations on his assigned shift, to include the following:

a. Responding to all alarms, on and off the Air Station, and to emergency landings.

b. Directing the lead firefighters and their firefighting companies in fire control and fire strategy until relieved by the Fire Chief when he is the first fire officer at the fire site.

c. Exercising control of his respective shift while on duty.

d. Enforcing policies, rules, regulations, practices, and procedures, including disciplinary actions.

1003. FIRE PROTECTION INSPECTORS

1. The Assistant Fire Chief, Prevention, is responsible to the Fire Chief for Fire Prevention operations and:

- a. Directs Fire Inspectors in their assigned duties.
 - b. Exercises control of his inspectors while on duty.
 - c. Enforces policies, rules, regulation, practices and procedures including disciplinary actions.
2. Fire Protection inspectors are responsible to the Assistant Fire Chief, Prevention, for inspecting all buildings, areas, work processes and operations incidental to occupancy to eliminate all fire hazards consistent with established policy and operating requirements. Inspections will be programmed for all buildings and areas by Fire Inspectors. Hazardous areas will be inspected at more frequent intervals as established by the Fire Chief.
3. Fire Inspectors will perform the following specific duties:
- a. Maintain liaison with unit Fire Safety Officers or supervisors.
 - b. Conduct a continuous fire protection inspection program for the entire Air Station, requiring corrective actions and making recommendations for hazards noted per the existing directives and references. Recommendations for fire hazards not covered by regulations, directives, or codes will be made by the Fire Protection Division.
 - c. Determine the adequacy and operation of fire extinguishers and all fire protection equipment.
 - d. Inspect hazardous operations ensuring that adequate fire protection measures and practices are followed by working personnel.
 - e. Report unsafe or hazardous conditions or practices to the Unit Fire Safety Officer or supervisor and prepare fire hazard reports.
 - f. Conduct fire protection inspections of hazardous areas during other than normal working hours.
 - g. Assist in fire investigations to determine cause, loss, and necessary corrective action.

1004. LEAD FIREFIGHTERS, DRIVER-OPERATORS AND FIREFIGHTERS

1. The duties of company leaders and other Fire Protection Division personnel are specified in their official position descriptions.
2. Detailed duties of all Fire Protection Division personnel are included in the current edition of MCO P11000.11B UFC 3-600-01.

1005. ALARM OPERATORS

1. Fire alarm boards will be continually attended on a rotating basis by Alarm Communication Operators and firefighters and will:
 - a. Serve his watch as established in the schedule.
 - b. Will not leave the immediate area without proper relief.
 - c. Carry out instructions contained in the Fire Protection Division alarm operator's daily duty schedule and any instructions from Fire Protection Division supervisors.
2. During night hours, he will maintain surveillance over the fire reporting equipment, will sleep in the alarm room, and be responsible for receiving all incoming calls and signals.

1006. FIREFIGHTING EQUIPMENT AND APPARATUS

1. The apparatus and equipment will meet requirements for Class "A" fire protection established by CMC for this Air Station.
2. The Fire Protection Division will service authorized fire extinguishers for all buildings and areas of the Air Station. They will be retained in locations designated by the Fire Protection Division. Fire extinguishers will not be carried on government-owned vehicles other than the following:
 - a. Buses.
 - b. Ambulances.
 - c. Vehicles regularly used to carry explosives, acids, compressed gases, fuel, or other dangerous articles.

- d. Military Police vehicles.
 - e. Fire Protection Division vehicles.
 - f. Vehicles dispatched on trips into areas where fire protection is not readily available and vehicles occasionally used to carry explosives, dangerous articles, and other equipment.
3. In the event a fire extinguisher is deemed necessary, the activity head may contact the Fire Protection Division and request the loan of a fire extinguisher. The fire extinguisher will be returned to the Fire Protection Division when no longer necessary.
4. Supervisors of vehicles carrying fire extinguishers will institute necessary action to have drivers check the fire extinguishers daily and bring them to the Fire Protection Division for inspection, tagging, and weighing.

STATION FIRE REGULATIONS

CHAPTER 2

SPECIAL DUTY INSTRUCTIONS

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STATION FIRE REGULATIONS

CHAPTER 2

SPECIAL DUTY INSTRUCTIONS

2000. FIRE SAFETY OFFICER

1. Commanding Officers of Station and Wing units and Commanding Officers or officers in charge of tenant activities, will appoint a Fire Safety Officer for their organizations. The appointed officers will act as liaison with the Fire Protection Division on matters of fire safety. The Fire Safety Officer will:

a. Organize a Fire Safety Officer system appointing a unit Fire Safety Officer and an alternate for each building and area under his jurisdiction. (The Naval Aviation Depot is exempt from this requirement because they have two Fire Inspectors located on site).

b. Assume responsibility for fire protection measures, periodic inspection and ensure participation and continuing indoctrination of all personnel in fire prevention, first aid, the use of fire extinguishers and fire evacuation procedures.

c. Ensure that unit Fire Safety Officers are appointed in writing, one copy to be retained by the organization and one copy forwarded to the Fire Protection Division.

d. Conduct periodic fire drills and emergency fire exercises and ensures supervisors brief personnel on fire operations, hazards and protective measures. The Fire Protection Division is available for technical instruction necessary to maintain proficiency in fire protection practices.

e. Organize evacuation efforts in his area pending arrival of Fire Protection Department.

f. In case of a fire the use of a fire extinguisher shall be at the discretion of the employee.

g. Exercise vigilance against the creation of fire hazards in all buildings and areas under his jurisdiction and promptly reporting discrepancies to the Fire Chief.

h. Report the placing of any building in an unoccupied status and the opening of any previously unoccupied building.

i. Ensure that all fire extinguishers placed within their area of responsibility are visually inspected monthly and that the attached record tags are signed by the NCO or supervisor assigned to conduct the inspection.

2. Inspection Report. When the fire inspection by the Fire Protection Division reveals existing fire hazards, the responsible unit Fire Safety Officer for the building or area concerned will receive a Fire Protection Survey, (Figure 2-1), stating the building number or area, the specific hazard, and what corrective action will be taken. The unit Fire Safety Officer concerned is responsible for the return of this form to the Fire Chief within 10 days, noting the corrective action taken.

3. Unit Fire Safety Officer. The unit Fire Safety Officer will:

a. Notify the Fire Protection Division and the Group or Tenant Command Safety Officer of any hazardous operation, change of occupancy, storage or processes to ensure provision for adequate safeguards.

b. Ensure that all damaged or non-operational fire extinguishers are returned to the Fire Department for repair or replacement.

c. Ensure that all portable fire extinguishing equipment is available, accessible, and in good operating condition.

d. Ensure that a floor plan, showing evacuation routes and action required for individual personnel in the particular shop, department, or building, is posted for use in case of alarm or fire.

e. Ensure that the Fire Bill (NAVFAC 3-11320/9 Figure 2-2) is conspicuously posted in strategic locations in all buildings. This form is available at SERVMART. For Ammunition and Explosive storage and handling locations, the General and Local Fire Bills depicted in Figures 2-3 and 2-4 will be utilized. These forms are available through the Joint Safety Office, Explosive Safety.

f. Stamp/write the number of the building or structure in which the Fire Bill is posted in the space provided. The Fire Bill is a standard format used by all Marine Corps activities. The size and spacing of the letters are arranged conspicuously to provide the telephone number of the Fire Protection Division as well as instructions to be followed in case of fire.

g. Ensure that all telephones have emergency stickers on them.

h. Make daily inspections of all facilities or areas prior to closing time and initiate necessary action to correct hazardous conditions.

i. Accompany the Fire Protection Inspector on all inspections of buildings and areas to ensure immediate corrective action of all noted discrepancies.

2001. STATION COMMAND DUTY OFFICER

1. The MCAS Command Duty Officer (CDO) will respond to second or greater fire alarms on the Air Station and will report in at the Fire Protection Division Command Post. A second alarm denotes two separate fires existing at the same time, whereas a greater alarm denotes an upgrading of a previous alarm.

2. The MCAS CDO will ensure the property involved in a fire is not moved from the area until after the fire investigation has been completed and approval has been granted by the Fire Chief. (Property in this paragraph is defined as including debris from any building, articles, or vehicles involved in a fire.)

2002. PROVOST MARSHAL

1. The Provost Marshal will be responsible for establishing and maintaining order, and providing traffic control and security in and around the fire area. He will assist the Fire Chief in any manner commensurate with his capabilities.

2. He will ensure the guard is trained in basic firefighting techniques in coordination with the Fire Chief. He will ensure that all members of the guard are familiar with fire-reporting procedures, building numbers, and locations of fire-alarm boxes.

3. All sentries, patrols, and security guards will upon discovery of a fire, immediately sound the alarm, call the Fire Protection Division, and stand by to direct the firefighting forces to the scene of the fire.

2003. CIVIL SERVICE EMPLOYEES, MILITARY PERSONNEL AND FAMILY MEMBERS

1. If a fire occurs in their building or immediate work areas, personnel will evacuate the building area and remain at their assigned assembly area.
2. Personnel residing aboard the Air Station should remain in their quarters and not proceed to the location of the fire unless their duties require their presence.
3. Parents will ensure that their children are clear of streets, fire area and fire hydrants. They will maintain constant custody of children during firefighting operations.

STATION FIRE REGULATIONS

CHERRY POINT FIRE PROTECTION DIVISION
FIRE PROTECTION SURVEY

DATE: 1/31/94 PAGE: 1
TYPE: HAZARD

BUILDING:
ACTIVITY:
INSPECTION DATE: 00/00/0000
ACCOMPANIED BY:

PHONE NUMBER: 919-466-0000

HAZARD: 001 TIME: 08:00 CODE:

DSC:
LOC:
REF:
REC:

INSPECTOR: _____

RECEIVED BY: _____

919-466-2351

FIRE BILL

BUILDING NO. _____

IN CASE OF FIRE

1. USE NEAREST FIRE ALARM BOX
OR TELEPHONE EXT. 911

Know the location of the nearest alarm box and the nearest telephone in your area. When using telephone, REPORT BUILDING NUMBER. Upon arrival direct Fire Department to the scene of fire.

2. SPREAD THE ALARM-PASS THE WORD.
All personnel except fire parties clear the area.
3. IF TIME PERMITS, CLOSE DOORS AND
WINDOWS TO CONFINE THE FIRE AND
PREVENT DRAFTS. DO NOT ENDANGER
YOURSELF OR OTHERS IN THIS EFFORT.
4. USE PROPER EQUIPMENT AT HAND
TO EXTINGUISH THE FIRE, PENDING
ARRIVAL OF THE FIRE DEPARTMENT.

STATION FIRE REGULATIONS

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Figure 2-3.--General Fire Bill for Explosive Handling and Storage Areas.

FIRE BILL

AMMUNITION AND EXPLOSIVES AREAS

BUILDING NO. 3909

IN CASE OF FIRE:

1. ACTIVATE THE NEAREST FIRE ALARM BOX OR TELEPHONE THE FIRE DEPT BY DIALING EXT. 911.

Know the location of the nearest alarm box in your area. When notifying by telephone it should be done from the closest location outside of the explosive operating area. REPORT BUILDING NUMBER.

Ensure a informed person meets the arriving firefighters as far from the fire as possible along the path of approach to advise of:

- a. TYPE OF FIRE
 - b. LOCATION OF FIRE
 - c. WHAT MATERIALS ARE INVOLVED.
2. SPREAD THE ALARM-PASS THE WORD EVACUATE ALL NON-ESSENTIAL PERSONNEL TO THE DESIGNATED AREA. A MINIMUM OF 300 FT.
 3. NOTIFY PERSONNEL IN NEARBY BUILDINGS AND DEPARTMENTS OF IMPENDING DANGER.
 4. ACTIVATE ANY FIRE PROTECTION DEVICE WHICH REQUIRES MANUAL ACTUATION. SECURE FIRE DOORS AND OTHER MEANS OF CONFINING OR LOCALIZING FIRE.
 5. REMOVE, WHEN FEASIBLE, EXPLOSIVES OR HAZARDOUS MATERIALS FROM THE PATH OF THE FIRE. USE PROPER EQUIPMENT AT HAND TO EXTINGUISH THE FIRE IF EXPLOSIVES ARE NOT DIRECTLY INVOLVED.

Figure 2-4.--Local Fire Bill for Explosive Storage and Handling Areas

STATION FIRE REGULATIONS

CHAPTER 3

FIRE BILL

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STATION FIRE REGULATIONS

CHAPTER 3

FIRE BILL

3000. DISCOVERY OF A FIRE

1. In case of a fire:

- a. Spread the alarm, and pass the word.
- b. Use nearest fire-alarm box and telephone extension 911.

(1) Know the location of the nearest alarm box and the nearest telephone in your area.

(2) To operate alarm box: Open door, pull lever all the way down, then release.

(3) Upon arrival of firefighting personnel at the fire-alarm box, direct them to fire location.

c. Personnel will evacuate the building immediately and stand clear of firefighting operations.

d. Close all doors and windows, if time permits, to confine the fire and prevent drafts. Use fire extinguishers to extinguish small fires. Do not endanger yourself or others in the effort.

e. All fires must be reported, even if they have already been extinguished.

f. Fire Bills and Evacuation Plans must be posted in conspicuous locations throughout the building or area.

2. Housing residents connected to the Havelock telephone exchange must dial 911 to report fires.

3001. FALSE ALARMS. All false alarms will be immediately investigated to determine the cause of the alarm. Persons found guilty of maliciously making a false alarm will be reported to their commanding officer, or in the case of civilian employees, their supervisor, for disciplinary action.

3002. FIRE PROTECTION SUPPORT

1. Repair and Servicing of Firefighting Equipment. The Maintenance Department will assign highest priority to the repair and servicing of fire fighting equipment. The Head, Motor Transportation Division, will assign highest priority in servicing and repairing Fire Protection Division vehicles.

2. Maintenance Department, in case of fire, will:

a. Dispatch a duty maintenance person in response to all fire alarms.

b. Report the location of the fire to the Fire Protection Division command post.

c. Cut off electricity, steam, and gas, when appropriate to the building or area involved in the fire and submit report of such action to the Fire Officer in Charge.

d. Make available equipment and crews as necessary, such as bulldozers, hydraulic hammers, cranes, etc.

3. Motor Transport Division, in case of fire, will:

a. Provide vehicles and equipment in support of firefighting operations.

b. Provide fuel and oil for the fire apparatus or such other services as may be required at the scene of the fire, upon request of the Fire Chief or his assistant.

4. Naval Hospital. In case of fire, dispatch personnel with necessary first aid equipment to the scene of the fire or other emergencies responded to by the Fire Protection Division.

5. Civilian and Military Personnel. Occupants of buildings will familiarize themselves with the location and proper use of the nearest fire-alarm box, emergency telephone numbers and fire extinguishers.

6. On-Station Forces

a. During large fires or other disasters, fire departments reporting from surrounding communities or military establishments to assist local forces will be under the direction of the MCAS

Cherry Point, Fire Chief. When operating off the Air Station, the Air Station fire forces will serve under the direction of the local Fire Chief.

b. The Fire Protection Division will not render aid or depart from the Air Station to extinguish fires off-Air Station unless directed to do so by the Fire Chief, Acting Fire Chief, or higher authority.

3003. OFF-STATION ALARMS

1. The Disaster Preparedness Plan (AirStaO 3140.2J) provides policy and procedures for organizing and equipping details for fighting fires off-Station.
2. The Fire Chief is authorized to immediately dispatch personnel and equipment in response to requests for assistance as outlined in the existing mutual aid agreements and Disaster Preparedness Plan.
3. The Mayday distress call of any aircraft will be given emergency fire-fighting protective assistance for any ground landing within the mutual aid agreement area or as directed by the command.

STATION FIRE REGULATIONS

CHAPTER 4

FIRE PROTECTION

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STATION FIRE REGULATIONS

CHAPTER 4

FIRE PROTECTION

4000. FIRE ALARM EQUIPMENT

1. Fire-alarm boxes shall not be obscured by shrubbery, trees, or other obstructions.
2. Fire extinguishers will not be removed from their assigned location except for firefighting. Fire extinguishers that have been discharged, tampered with (seal broken, etc.) or suffered physical damage shall be returned to the Fire Protection Division by the using unit for repair or replacement.

4001. SPRINKLER SYSTEMS

1. Sprinkler control valves will be maintained in the open position. If sprinkler heads are activated, the valve will not be closed until so directed by the Fire Protection Division Officer in charge at the fire. The Facilities Maintenance Department will be responsible for the replacement upon completion of work.
2. Extraneous material of any sort will not be hung from sprinkler piping.
3. Storage will be maintained at least 18 inches below sprinkler heads.
4. No foreign material of any kind will be placed in the Fire Protection Division connections of a sprinkler system or its compartments.
5. Sprinkler systems will be tested and serviced by the Facilities Maintenance Department or by qualified Contractor personnel at the frequencies outlined in UFC-3-600-02.

4002. FIRE EXTINGUISHERS

1. Discharged fire extinguishers will be reported immediately to the Fire Protection Division along with a purpose of use statement.
2. Fire extinguishers will not be removed from their assigned locations except for firefighting. Discharged fire extinguishers will be taken to Building 193, Fire Protection Division, for replacement.

3. Damaged fire extinguishers or other damaged firefighting equipment will be reported to the Fire Protection Division, extension 2351, immediately.

4003. FIRE HYDRANTS

1. No vehicles or other objects will be left standing within 20 feet of any fire hydrant. Adequate clearance as determined by the Fire Chief will be provided for all sprinkler control valves and Siamese pumper connections.

2. Fire hydrants will not be obscured by shrubbery, trees, or other obstructions.

3. Connections will not be made to fire hydrants nor will fire hydrants be operated by other than Fire Protection Division or Maintenance Department personnel unless approved by the Fire Chief.

4. Facilities Maintenance personnel will conduct tests per the schedule in UFC-3-600-02.

4004. SECTIONAL CONTROL VALVES AND FIRE PUMPS. Sectional control valves and all stationary water supply fire pumps will be tested by the Facilities Maintenance Department personnel per the schedule in UFC-3-600-02.

4005. FIRE HOSE

1. A fire hose will not be used for other than firefighting purposes without approval of the Fire Chief.

2. No vehicle will be driven over a fire hose unless authorized to do so by a fire officer.

4006. FIRE APPARATUS

1. Unless specifically authorized by the Fire Chief, unauthorized persons are prohibited from riding upon, operating, or using any fire apparatus.

2. When responding to an alarm, fire apparatus will be under control of the driver at all times and will be driven at such speeds as may be safe according to road conditions. Fire apparatus drivers will observe all traffic regulations when returning from an alarm.

4007. EMERGENCY EXITS AND FIRE DOORS

1. When a door is required to be equipped with panic hardware, the panic hardware will cause the door latch to release when a force of 15 pounds or less is applied to the releasing devices in the direction of exits.

2. No lock, padlock, hasp, bar, chain, or other device will be installed or maintained, at any time on any door with panic hardware.

3. The Fire Safety Officer and/or superior in charge will ensure proper maintenance of fire exits in buildings occupied by personnel. The following requirements will be observed.

- a. Fire exits will be accessible and free from encumbrances.
- b. Exit doors will open in the direction of the exit.
- c. Emergency exit doors requiring panic bolts will be equipped with proper type panic hardware in good operating condition.
- d. Exits will be indicated by illuminated signs when required or by properly placed exit signs.

4. Fire doors or shutters will not be obstructed or blocked in any manner or intentionally wedged open. Highly combustible material that may produce a flash fire should not be stored near any opening in a firewall.

4008. LOCKING OF DOORS AND GATES. Gates will be secured by chain and padlock. In all cases where security of an area or building has been broken by firefighters in the line of duty, a firefighter will be left at the location until the arrival of a guard.

4009. BUILDING ALTERATION. Any proposed structural changes or internal rearrangement in a building which may affect the fire safety or exit facilities of the building will not be made without prior notification and approval of the Fire Chief. Any interior or exterior finish construction will be done with noncombustible building materials.

4010. CREATING OR MAINTAINING A FIRE HAZARD. No person will conduct or maintain any operation that may create or aggravate a fire hazard without first having obtained clearance from the Fire Protection Division. If deemed necessary the Fire Protection Division will provide a fire safety stand-by.

STATION FIRE REGULATIONS

CHAPTER 5

FIRE PREVENTION AND FIRE SAFETY

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STATION FIRE REGULATIONS

CHAPTER 5

FIRE PREVENTION AND FIRE SAFETY

5000. SMOKING REGULATIONS

1. Smoking is Prohibited

a. In all facilities aboard MCAS Cherry Point, except those designated by the Command.

b. While sitting or lying in bed.

c. On roofs of buildings, in attics, lofts, walkways and under structures.

d. In and around ordnance storage areas.

e. On loading ramps, in railroad cars, in beds of trucks or trailers while loading or unloading combustible material, in open storage areas, or in buses and ambulances.

f. Within 50 ft of:

(1) Gasoline dispensing operations.

(2) Bituminous or plastic coating operations.

(3) Flammable liquid and gas handling or storage operations.

g. In areas where oxygen is stored or administered.

h. In any vehicle while parked or passing through storage areas, warehouses, or on or against ramps of warehouses.

2. Smoking Areas

a. Smoking will be allowed in designated areas only. Requests will be made in writing to the Joint Safety Office for designation of smoking areas. The Industrial Hygienist prior to officiating an area will consult the Fire Department. Such areas will be plainly marked with "SMOKING AREA" signs. Stipulations and regulations, in addition to those listed in this Manual will be forwarded in reply to requests upon completion of area inspection.

b. Metal receptacles for the disposal of smoking material will be painted red and marked "BUTTS ONLY," visible from all angles and will be provided in authorized smoking areas.

c. Smoking materials must be put out before being discarded. They will not be discarded in trash receptacles, dumpsters, in bushes, or thrown out of vehicles.

3. Open Flame, Burning and Use of Matches

a. Open flame or campfires will not be allowed except by approval of the Fire Protection Division.

b. Open flames will not be used for illumination purposes. Pottery smokers, steel cage burners and like decorative outdoor fire places are prohibited for burning purposes.

c. Flammable liquid will not be used to start fires.

d. Outdoor fires are prohibited on the Air Station except as follows:

(1) Burning of sensitive materials in authorized incinerators by authorized personnel.

(2) Burning of any objectionable materials, such as wood and fuel, except in a safe location. The fire will be kept under observation until the embers have burned out or have been extinguished. Prior to controlled burning, the Fire Protection Division will be notified as to the location, nature and approximate hours the fire will be burning.

e. Destruction by fire will not be permitted in "dump areas."

f. The introduction, possession, or use of any type of match other than a "safety" type match on this Air Station is strictly prohibited.

g. The use of charcoal or gas grills is prohibited unless 20 ft from any buildings.

4. Fireworks. The sale, storage, or use of fireworks of any description on any part of the Air Station is strictly prohibited. Fireworks or incendiaries except those in government control will not be permitted on the Air Station and will conformed to NFPA Codes & Standards.

5001. FIRE PREVENTION (OTHER)1. Rubbish, Trash, and Debris

a. Working and storage spaces, new construction and repair areas will be policed regularly to reduce fire hazards.

b. Rubbish and scrap materials will be disposed of in properly identified receptacles or bins. All rubbish will be cleared from buildings at the end of the workday and hauled to locations approved for rubbish disposal. Work areas will be kept free of accumulations of combustible debris.

c. All trash containers, except for administrative office spaces will be of metal construction or other non-combustible material.

d. Trash containers, except office wastepaper baskets, will be provided with tight-fitting metal or other non-combustible covers.

e. Trash will be removed from buildings daily and placed in authorized receptacles, located at a safe distance from building walls and in such position as not to obstruct traffic or operations. Trash collected from authorized receptacles will be removed to places of disposal authorized by the commanding officer. No trash will be burned other than in authorized areas.

f. Dumpsters and other trash disposal units will be spaced a minimum of 20 ft from combustible buildings or 20 ft from any openings of any buildings (windows, doorways, etc). The doors or hatches of such units will be kept closed except when being used for disposal of trash.

g. Pine straw, dry weeds, grass, brush or other combustibles will not be permitted around buildings, open storage areas or railroad properties. Such growth will be cut frequently or removed from around buildings and disposed of in a safe manner. Areas beneath or within 50 ft of buildings will be regularly policed to keep them free from accumulation of debris and combustible vegetation.

2. Combustibles

a. Metal or metal-lined containers with automatic closing covers will be provided and used for storing supplies of clean rags, waste, packing materials (such as excelsior and shredded papers), and other combustible materials in current use.

b. All used waste, oil, paint, chemical-soaked rags, and other combustible materials will be deposited in plainly marked self-closing metal containers. The metal covers will be kept closed and never wedged or blocked open. Contents will be removed from the containers, as required, during working hours. Prior to securing the building, the containers will be closed securely.

3. Flammable Liquids and Hazardous Materials

a. Use of Storm Sewers for Disposal. Gasoline, oil, or other flammable material will not be discharged into or permitted to accumulate in storm drains or sewers. Flammable liquids of any kind will not be drained, dumped, or permitted to accumulate in water on or adjacent to the base.

b. Storage and Use

(1) Limitation on floor areas and clearances of different types of stored materials are included in NFPA Codes & Standards.

(2) All flammables and combustible liquids introduced into the base will conform with and be handled per AirStaO 4630.2E.

(3) Dangerous chemicals and compressed gases will be stored to ensure that accidental breakage, leakage, rupture, or exposure to fire, heat, or water will not result in the accumulation of materials with other substances to produce explosive or flammable gases, toxic fumes, or to jeopardize the safety of personnel.

(4) Flammable liquids will be stored in special areas of fire-resistive buildings equipped with sprinkler systems and firewalls as required by published standards. When flammables are stored in flammable storehouse (bunk) buildings, the following precautions will be taken:

(a) Handle containers carefully to avoid breakage.

(b) Remove and destroy leaky containers.

(c) Maintain accessibility for firefighting purposes.

(d) Ensure proper ventilation for materials that give off flammable vapors.

(e) Avoid any location where spilled liquids may come in contact with a spark or flame.

(f) Use clean dry sand, Fuller's earth, or diatomaceous earth, to absorb spilled flammable liquids, oil, or grease.

(g) Use only properly rated forklifts.

(h) Do not store close to combustible material.

(i) Post storage areas with "NO SMOKING" signs.

(5) Compressed gas cylinders showing evidence of excessive rust, corrosion, dents, or other surface defects will be considered hazardous and will be disposed of.

(6) The storage and handling of liquefied petroleum (LP) gases will conform to standards set forth in NFPA Codes & Standards.

(7) All flammables, including interstate shipments, will be in containers approved for shipment of such materials, which are tagged or labeled in accordance with regulations of the Department of Transportation (DOT).

(8) Day-to-day stocks of flammable liquids will be kept in approved places for such storage. Amounts of stored materials will be procured as needed and kept in an approved labeled closed container. Any surplus will be returned to the storage area prior to the close of the workday. Storage locations for flammables or explosives will be plainly marked to indicate such storage.

(9) Class I flammable liquids, as defined in NFPA 30 of NFPA Codes & Standards, will not be drawn from or dispensed into tanks or containers within a building except within liquid storage and dispensing rooms. Drums will be in an upright position in an approved location; i.e., flammable liquid storage and dispensing rooms and use approved type barrel pumps.

(10) Gravity discharge of Class I flammable liquids from tanks, drums, or containers other than safety cans within a building is prohibited.

c. Safety cans will be maintained in good condition; contents of leaking containers will be transferred to serviceable containers and damaged or unserviceable containers disposed of.

d. Dispensing equipment will be checked regularly for leaks. When leaks are found an authorized repairman will repair them and the pumps will be kept out of service until completion of repairs.

e. All dispensing of flammable liquids from tank trucks or from underground tanks will be handled with an approved pumping or water displacement system. This rule applies to containers of over 55 gallon capacity. Gasoline drums, when used as dispensers, will be equipped, with drum (barrel) pumps of approved type.

f. All 55 gallon drums used for dispensing of flammable or combustible liquids will be equipped with an Underwriters' Laboratories approved safety drum bung vent to provide automatic relief of pressure in event of fire.

g. Bungs, caps, or stoppers will not be left off drums, barrels, tanks, or other flammable liquid containers, whether empty or full.

h. Empty flammable liquid containers will not be stored or repaired until they have been thoroughly cleaned of hazardous vapors. The fuel tanks of gasoline engines will be similarly cleaned before indoor storage.

i. Faucets on drums will not be used for dispensing flammable liquids with a flash point below 100 degrees Fahrenheit.

j. Faucets used on drums for dispensing combustible liquids with a flash point above 100 degrees Fahrenheit will be of an approved spring type, which will flow only while held open manually. Blocking faucets open is prohibited. Metal drip pans will be placed under faucets and cleaned regularly.

k. Nozzles used in connection with gasoline dispensing apparatus will be of Underwriters' Laboratories approved type, manually controlled with automatic closing.

l. Operators dispensing flammable liquids will not leave nozzles or valves unattended when they are in use.

m. No ratchets or other "hold-open" devices will be used on nozzles of gasoline dispensing apparatus.

4. Electrical Hazards

a. Wiring. All electrical wiring and equipment will conform to NFPA 70 of NFPA Codes & Standards and will be performed with licensed electricians.

b. Circuits

(1) Electrical circuits will not be overloaded or over-fused. Fusing of circuits will be per NFPA Codes & Standards and accomplished only by licensed electricians.

(2) When a blown fuse has interrupted a circuit or tripped breaker, the source of disturbance will be located and eliminated by an authorized licensed electrician before restoring power to the interrupted circuit.

(3) Circuit breakers will not be rigged or tampered with.

c. Switches. All electrical switches in master switch panels will be correctly labeled to indicate the circuits and devices that they control.

d. Electrical Equipment. Electrical equipment used or located in areas where explosive vapors are present will conform to the requirements of NFPA Codes & Standards.

e. Spark Dangers

(1) Tools, metal fan blades, door latches, and similar devices used in the vicinity of flammable gases or vapors will be of nonferrous or nonsparking type. Nonsparking shoes will be worn when necessary.

(2) Substantial conductors having low resistance to the ground will be used to ground all stationary and portable machines, equipment and other devices in which static charges may be generated in the vicinity of flammable gases or vapors. The contact between conductor and ground will be per NFPA Codes & Standards.

(3) Extension cords for lights and electrically operated tools or devices together with their connections and fittings will be of the grounded type. They will be inspected frequently and maintained in a safe condition. All extension cords will be kept dry and free from oil and grease.

(4) All vending machines using electrical power will be properly grounded and motors, compressors, and other electrical equipment will be kept free from accumulation of grease and lint.

f. Special Heat-Producing Appliances

(1) All special heat-producing appliances, including coffee makers, hot plates, portable heaters, soldering irons and etc, will be listed by Underwriters' Laboratories and will further comply with NFPA Codes & Standards.

The number of special heat-producing appliances should be kept to a minimum. They will be installed per NFPA 70 and a licensed electrician will ensure that the circuit is not overload. Such devices will not be installed in closets, lockers, or out-of-sight locations. Heat-producing devices will not be equipped with a timing device. Such heat producing devices (coffee pots, hot plates, etc.) will not be used on combustible surfaces.

(2) Electric portable heaters, to be acceptable, will require a thermostat for heat control and a tip-over switch for automatic shut-off if tipped over.

(3) All nonessential electrical appliances will be disconnected at the end of the workday.

(4) Extension cords will not be used as permanent installations. Extension cords will be Underwriters' Laboratories approved and when in use will not exceed their rated capacity.

(5) Fuses will be removed from unoccupied buildings.

(6) Disconnected electrical wiring will be removed immediately upon installation of new wiring.

(7) The ends of unused wires will be properly taped and withdrawn from the receptacle or conduit.

(8) Electricity for the Air Station and its areas will be cut off only by the approval of the Facilities Maintenance Officer, or in cases of life and fire safety, by a qualified electrician during fires or other emergencies by order of the Fire Chief. Except in cases of power failure, the Fire Protection Division will be notified before electricity is cut off.

5. Decorations in Places of Public Assembly

a. For purposes of this Manual, "places of public assembly" will include theaters, meeting halls, recreation rooms, hobby shops, offices, warehouses, shops, clubs, or any other place, except residences, where 10 or more persons may assemble or pass through at any time.

b. Prior to decorating any place of public assembly, the officer, non-commissioned officer, or civilian in charge will notify the Fire Protection Division. All combustible material, including curtains, acoustical materials, streamers, cloth, cotton batting, straw, vines, leaves, trees, and moss will be rendered flameproof. All material

will be inspected and tested at frequent intervals to determine their resistance to flame and the retention of flame proofing qualities. Exit markings and stairways will not be obscured by decoration or obstructed in any manner.

c. All sections of the building will be free from accumulations of combustible rubbish and flammable liquids.

d. Storage and use of flammable liquids or chemicals will be prohibited in all buildings housing assemblies.

e. Light bulbs will not be covered by decorative or combustible materials.

5002. FIRE PREVENTION AND FIRE SAFETY (BUILDINGS)

1. General Storage

a. Storage of any type is prohibited in furnace or boiler rooms, transformer rooms or vaults, water heater closets, or mechanical equipment rooms.

b. All stored materials will be kept neatly arranged at all times.

c. No storage of any type shall be allowed to obstruct access to any exit at any time.

d. Storage will be at least 24 inches from the path of travel of fire doors unless permission is made for a barricade. Material will not be stored within 36 inches of fire door openings.

e. Clearances between stored materials and walls will be maintained as follows:

(1) At substandard firewalls with less than a 4-hour rating: 24-inch clearance.

(2) Hazardous materials stored in general purpose storage buildings: 24-inch clearance.

f. Aisles will be maintained for access to fire-alarm boxes, electrical equipment, firefighting equipment or sprinkler valves.

g. Heights of stacks will be limited to 15 ft. As required by DoD 4145.19-R-1, clearances will be maintained as follows:

(1) Below automatic sprinkler deflectors:

(a) An 18-inch clearance will be maintained.

(b) When hazardous commodities are involved, a 36-inch clearance will be maintained.

(2) Below joists, rafters, beams, and roof trusses:

(a) An 18-inch clearance below horizontal level will be maintained.

(b) Stacks in buildings not equipped with sprinklers, a 36-inch clearance will be maintained.

h. When the clearance between lower roof truss members or beams is sufficient to permit stacking of supplies above the lower horizontal extremity of such structural members, the lateral clearance between supplies and structural members or other installed devices will be 18 inches.

i. Materials, supplies, or equipment will be stored as prescribed by AirStaO 4630.2E. Storage will not be permitted between or adjacent to warehouses or within the designated distances allowed for space between structures and areas.

j. At the close of the workday, personnel in buildings concerned will ensure that fire doors and all other doors and windows are closed. An inspection will be made by an officer or supervisor before the warehouse is secured.

k. Fire doors will not be blocked open. Sufficient space will be maintained to allow fire doors to swing clear. Care will be exercised to prevent damage by power forklifts. Defective doors will be reported to the Maintenance Officer for immediate repair and the Fire Protection Division will be notified of any such conditions.

l. Fire doors will be equipped with fusible links for automatic closing in the event of fire. Links will not be painted or covered.

m. Any damage to a fire door noted by any person will be reported to the section officer concerned who will then investigate the damage and report it to the Maintenance Officer.

Fire doors will be maintained in proper operating condition at all times by maintenance personnel.

n. Layout drawings will be made for the storage of materials, equipment or supplies in all warehouses, storage sheds, and open storage areas. These drawings will indicate stock clearances from walls, fire doors and fire aisles as stated in NFPA Codes & standards. The location of the fire aisles may be changed by the warehousing officer, provided such changes meet the criteria for fire aisles as shown in this Manual.

p. All fire aisles will be accessible from doors or gates so they may be entered by any firefighting force without moving stored material.

q. Material, equipment, tools, pallets, vehicles, or forklifts will not be left in fire aisles.

r. Fire aisles will be kept clear and not be used for temporary storage.

s. All stacks in open storage will be stored as stated in DoD 4145.19-R-1.

2. Ammunition and Explosives Storage and Handling Areas

a. Work requiring soldering, melting of asphalt, or use of blow torches or other heat or spark-producing devices that develop temperatures higher than 288 degrees fahrenheit shall not be performed in an explosive area without proper and continuous supervision to ensure all necessary precautions and regulations are strictly observed. Authorization will include a signed Hot Work permit, 5ND GEN 5101/2 issued by the Fire Department and the Explosive Safety Officer, which meets the requirements of NAVSEA OP 5 VOL 1. Portable engine-driven generators may be used as a source of electric power. When this type of equipment is used, the exposed, non-current-carrying, metallic frame and parts shall be grounded. In addition, the following requirements shall be observed when supplying power to operations at magazines or explosives operating facilities.

(1) The generating unit shall be placed at least 50 ft from the magazine or hazardous location.

(2) The ground area around the generator and between the generator and the hazardous location shall be clear of debris and other combustible materials.

(3) The exhaust from the generator shall not impinge on grass or any other combustible material.

(4) The power cord connecting the generator to the load shall be positioned as to prevent trucks or personnel from running over or otherwise damaging the cable.

(5) No cable-to-cable splices shall be made within the magazine, explosive operating facility, or other hazardous location. Flexible cables shall be the approved three-wire, service type with three-prong plugs and connectors.

(6) In the event of an electrical storm, the generating unit shall be turned off and all cables removed from the magazine or explosives operating facility. No refueling operations shall be conducted when an electrical storm is in the vicinity of the operation.

(7) NAVSEA OP 5 VOL 1 requirements regarding refueling of portable engine-driven electrical generators shall be enforced.

b. Smoking shall be prohibited in magazines, buildings, railcars, motor vehicles, piers or wharves, and in any other area conveyance containing or in the vicinity of ammunition, explosives, and other hazardous materials, or where operations that involve these materials are conducted. "No Smoking" signs shall be conspicuously displayed in all areas where smoking is prohibited. No trash or rubbish shall be burned in magazine or other explosives handling, operating, or storage areas. Vegetation near explosives facilities shall be controlled by chemical weed killer, cutting, plowing, or burning, as necessary or appropriate under the circumstances. In areas where a firebreak is required all vegetation must be maintained at a maximum of 18 inches. Grass and/or brush within 50 ft of explosive operating buildings, magazines, or open storage sites shall be kept to a height of no more than 18 inches. Gasoline-powered grass cutters may be used on top of earth-covered magazines; but should be kept at least 5 ft from ventilators and at a safe distance from the door edge. The remaining 5 ft around the ventilator should be cut by hand-powered equipment. During calm weather and when adequate precautions are taken to prevent the spread of fire, closely supervised burning may be employed to control vegetation. Burning, however, shall not be permitted within 200 feet of any aboveground magazine, explosive operating facility, or outdoor storage pad that contains explosives or ammunition. Nor shall burning be permitted within 50 ft of any earth-covered magazine that contains ammunition or explosives. During burning operations, all windows, doors, and ventilators of nearby magazines shall be closed.

All railcars and vehicles that contain hazardous materials shall be removed from the area.

c. Motor vehicles and equipment that employ internal combustion engines and that are used in the vicinity of explosives to transport ammunition, explosives, and other hazardous materials shall be equipped with effective spark and flame arresting devices located in the exhaust lines. NAVSEA OP 5 VOL 1 operating requirements for motor vehicles in explosive areas; shall be enforced. It is not necessary to put spark arrestors on gasoline-powered grass cutting equipment however; this type of equipment shall not be operated within 50 ft of exposed explosives or open magazine doors. Care shall be taken to prevent this equipment from overturning or falling onto the loading platform. Fueling of vehicles and miscellaneous gasoline-powered utility equipment like chain saws, grass cutters, mowers, trimmers, pumps, etc., shall be accomplished at least 100 ft from explosives areas and at least 20 ft from warehouses and other inert storage building.

d. The symbol or symbols that represent the most hazardous material present shall be posted outside hazardous materials storage sites and operating buildings and be identified on the activity fire map. A posted symbol should be situated so it is visible during daylight from a distance of at least 500 ft. If visibility is obstructed by vegetation, curves in roads, etc., the symbol shall be placed on the roadway so as to be visible from a distance of at least 500 ft.

e. All personnel, supervisory or otherwise, shall be indoctrinated and made thoroughly familiar with the fire hazards, firefighting equipment, and safety practices of the Ammunition and Explosive operations for which they are responsible. All personnel shall be familiar with the provisions in fire bills, both general and local, applicable to their operation so that each person knows the appropriate action to take if a fire emergency develops.

f. Since many fires are small at origin, the availability and use of proper portable fire extinguishers will, in some cases, facilitate the suppression of incipient fires that might otherwise endanger life and property. However, if a fire occurs, the Fire Department shall be immediately notified. This alarm shall not be delayed while portable fire extinguishers are being used. Fire extinguishing equipment shall be readily available on all explosive vehicles and at ammunition and explosives handling areas whenever handling operations are being performed to include when materials handling equipment is being used. Inspections shall include a monthly check of fire extinguishers and firefighting equipment to ensure it is properly maintained per

approved standard procedures. An essential element of any fire prevention effort is good housekeeping. Ammunition and explosive storage and operating areas and spaces between buildings shall be kept clear of any combustible material. Rubbish and trash like empty boxes, scrap lumber, nails, and strapping materials shall not be permitted to accumulate in these areas. Combustible materials shall not be stored within 50 ft of ammunition and explosives storage and handling areas.

g. Motor vehicles and equipment that employ internal combustion engines and other ignition sources shall not be located within 50 ft of ammunition and explosives storage and handling areas. Exception is authorized for equipment which is utilized to support ammunition and explosive operations.

3. Ammunition Storage in Quarters

a. Black powder propellants intended for personal use in quantity not to exceed 5 pounds may be stored in original containers in residences in a wooden box or cabinet having walls of at least 1-inch nominal thickness unless modified by station regulations.

b. Extreme care and caution will be taken while reloading ammunition in quarters.

c. No other explosives other than the above are authorized on the station.

d. The Fire Department will be notified of all quarters that have or intend to have black powder or smokeless powder stored in them.

4. Carpenter and Woodworking Shops

a. Smoking will not be permitted in shops, around or near outside planning or sawing units.

b. Welding, cutting, torch soldering and other open-flame operations will not be permitted except by permit documented by a Hot Work Permit.

c. Flammable liquids will not be used or stored in these shops.

d. Materials will not be used or stored in large amounts, but in sufficient amounts for work or in an "in-use" status.

e. Vehicles will not be driven into or parked inside of the building.

f. Shops will be well ventilated to prevent the suspension of dust in the air.

g. Deposits of dust on rafters and building supports will be removed frequently by vacuum or other suitable means to prevent dust explosions.

h. Lumber stacks for supply of carpenter shop operation will not be stored within 20 ft of shop buildings or within 20 ft of fire hydrants.

5. Quarters

a. Persons assigned quarters will be fully responsible for violation of fire safety regulations by their families or guests.

b. Tenants will be responsible for maintenance and good policy and will not allow accumulation of trash, flammable liquids, or materials that may cause fire hazards in or about their quarters.

c. Explosives, flammable liquids, or fireworks are not permitted in quarters.

d. Articles or materials will not be stored in attics.

e. Children's toys, bicycles, wagons, trucks, boxes, or other articles will not be left in driveways or on the sidewalks except when moving into or out of housing.

f. Gasoline will be kept in an approved gasoline can, not over 1 gallon in size. Gasoline will not be stored in any heated space.

g. Any hazardous condition found by the Fire Chief or his representative will be immediately corrected by the tenant.

6. Concealed Spaces. Hatches, trap doors, and communication openings to confined spaces will not be used for ventilating purposes and will be kept closed at all times when not in use.

7. Exhaust Systems. Exhaust systems and duct work, especially in galleys, will be kept free of grease accumulations. Grease filters in range hoods will be cleaned frequently utilizing steam or a nonflammable liquid.

8. Heating Systems. Furnace and boiler rooms, heating units, and garages, will be kept free of unnecessary combustible materials.

Heating equipment will not be allowed to become overheated. Adequate clearances as specified by NFPA Codes & Standards, will be maintained between combustible materials and steam pipes, furnaces, flues, and appurtenances. Exposed surfaces, too hot for the bare hand, will be considered hazardous. The storage of combustible materials in rooms designated for housing of heating and air-conditioning equipment is prohibited. Steam radiators and piping will not be used for drying purposes. The use of open flame type heating devices is prohibited inside building and areas where flammable vapors are liable to accumulate, such as gasoline stations, garages, and paint shops.

a. Accessible shut-off switches and valves will be provided on all oil-fired heaters and similar equipment. Oil-burning equipment will be inspected frequently and overhauled periodically by maintenance personnel. Heating units, vent stacks and flues will be thoroughly cleaned at least once a year.

b. Gas-fired heaters and stoves will be secured in a fixed position to prevent movement and subsequent development of gas leaks. Flexible connections will not be used. All gas-fired heating devices will be equipped with automatic safety pilots, or automatic safety controls, approved by National Fire Protection Association and will bear approval labels of Underwriters' Laboratories, or the Factory Mutual Laboratories. Safety devices, thermostats, and similar control equipment will be inspected frequently and maintained to ensure proper operation. Adequate instructions relative to their operation including fire-prevention measures will be posted near the equipment.

c. Only authorized maintenance personnel will be permitted to make installation or repair.

d. Oil and rubbish will not be allowed to accumulate under or around stoves.

e. Smoke pipes and flues will be inspected periodically and kept in a clean condition by maintenance personnel.

5003. FIRE PREVENTION OPERATIONS

1. Trash Disposal, Trash Receptacles, and Dumpsters

a. Waste materials will not be allowed to accumulate in areas or buildings and will be removed before the close of the workday; good policing practices will be maintained throughout the Air Station.

b. Greasy or oily rags and used steel wool will be placed in fire-resistant containers separate from other trash.

c. Trash, scraps, or sawdust from carpenter shops or woodworking shops, when removed, will be placed in metal containers with tight-fitting lids and will not be placed within 15 ft of a building.

d. All trash receptacles will be of metal or non-combustible construction and be equipped with covers.

e. Rags or waste used in connection with work involving linseed oil will be placed in water while awaiting disposal.

f. Dumpsters will not be placed within 20 ft of any building or storage area. Lids and doors will be in a closed position at all times. Fixed collection systems are exempt from this provision.

g. In the event smoke is seen coming from a Dumpster, DO NOT OPEN THE LID, call the Fire Protection Division. Opening the lid may cause a severe explosion resulting in burns or injury to persons.

2. Cleaning Operations. The use of flammable liquids for cleaning purposes is prohibited. All cleaning operations will be performed with proper safety solvents.

3. Battery Charging Shops. Only authorized personnel who have been instructed in the precautions necessary for the handling of acids and charging of batteries will be employed in the battery shops. The battery shop will be adequately ventilated from the ceiling line to the level of the batteries. This is essential, regardless of the kind of exhaust. A vented hood over the batteries may be satisfactory to aid in producing upward drafts should be installed. Smoking, open-type lights and switches, flames, and flame-producing devices will be prohibited in the vicinity of battery charging operations. Appropriate warning signs will be posted. Battery vent caps will be in place before attaching or detaching charger cable and connections between batteries will not be disturbed while charging switch is in "ON" position. The charging rates will be reduced as cells approach full charge in order to lower the rate of hydrogen emissions. Battery vent caps must be in place and properly functioning. The battery (or compartment) covers shall be open to dissipate heat.

4. Welding, Cutting, and Storage of Acetylene and Oxygen

a. Any operation that produces a spark or flame shall be regulated through a permit system per NFPA Codes & Standards. All precautions

specified by the hotwork permit shall be employed to minimize the risk of a fire or explosion.

b. A designated welding shop does not require a hotwork permit, but the proper safeguards shall be followed per NFPA Codes & Standards.

c. A hotwork permit for any operation that produces a spark or flame in a tank, pipe, below grade, confined spaces or any hazardous area requiring a gas free permit, will be issued by a Marine Tech, Gas Free Engineer or a Permit Authorizing Individual (PAI) that is qualified by management to issue a hotwork permit for these types of areas.

d. Acetylene and oxygen tanks will not be stored together unless in an "in-use" status. Acetylene and oxygen tanks, when in an "in-use" status will be secured to the bulkhead or cart so they cannot be knocked over. Oxygen and acetylene will not be stored within 20 ft of each other.

e. Oxygen and acetylene will not be stored within 100 ft of any other material, such as gas, liquid, chemical grease, or oil, which may be activated by leaking acetylene or oxygen.

f. "In-use" acetylene and oxygen cylinder valves will be turned off and regulators disconnected at closing time.

5. Cleaning Floors. When cleaning floors and bowling alleys, the following fire prevention precautions will be observed:

a. Use only approved cleaning fluids with a flash point above 100 degrees Fahrenheit.

b. Clean only a small area at one time.

c. Provide all possible natural ventilation.

d. Keep all open flames and spark-producing devices away from cleaning operations.

e. Prohibit smoking in the area where work is being done.

f. Restrict amount of liquid to that amount which is necessary for the immediate operation. Unused cleaning fluid should be returned to its customary storage place upon completion of cleaning operations. Containers will be closed securely when not in use.

g. Provide self-closing metal cans for used cleaning rags and remove them from the building upon completion of job prior to the close of the workday.

h. Waxes that are classified, as flammable liquids shall not be used.

6. Refinishing Floors. Refinishing floors is more hazardous than normal cleaning and the following fire-prevention precautions will be observed:

a. All precautions required for cleaning operations are applicable to refinishing operations.

b. All personnel not engaged in this work will be excluded from the area.

c. Where practicable, the main electrical switch for the entire building should be disengaged and work done by natural light. When this is not feasible, all electrical appliances of any kind in the vicinity; for example, coolers, soft drink machines, other automatic stopping and starting appliances, will be disconnected before finishing material is applied and will not be connected again until drying is complete. Fuses will be removed from electrical circuits prior to the start of the floor-cleaning operations.

d. Open flames and smoking will be prohibited during floor refinishing operations and for 1 hour after completion of drying.

e. Residue from sanding machines will be placed in metal cans, wetted down and removed from the building promptly.

f. The Fire Division will be notified before operations are started.

g. Any additional precautions required by the Fire Division will be enforced.

7. Maintenance on or Near Flammable Areas. No spark tools will be used when working on any part of a system or unit designated for storage or handling flammable liquids. The use of other than nonferrous tools or open-flame devices in the vicinity of flammable liquids or vapors is prohibited.

8. Excavations. Excavating around gas mains, oil tanks, gasoline, or fuel pipes is prohibited in areas where flammable gaseous conditions are suspected.

In such places, the air will be tested and if gas is present, ventilation will be provided by portable blowers or other satisfactory methods. Electrical equipment used in such areas will meet the requirements of NFPA Codes & Standards for explosive atmospheres.

9. Operation of Steam Jennies (portable) and Tar Heating Units

a. Steam Jennies

(1) Steam Jennies will not be operated within 25 ft of a building containing stored or combustible material.

(2) Steam Jennies will not be left unattended and will be equipped with a proper type and size fire extinguisher.

b. Tar Heating Units

(1) Heating units will not be operated within 25 ft of a building containing stored or combustible material.

(2) Units will be equipped with at least two proper type and size fire extinguishers.

(3) While in an "in-use" status, the units will not be left unattended.

(4) Units will be of an approved type as specified by the National Board of Fire Underwriters. The tar or compound "in-use" will not be heated over specified "use" temperatures.

(5) While roofing work is carried out with tar or compound, at least two, 20-pound, dry chemical extinguishers will be kept on the roof, close to the work site.

(6) Empty or discarded tar sacks will be placed in containers and removed at the end of the workday.

10. Painting

a. No mixing of flammable compounds will take place in any buildings or area other than those specifically approved for such operations in NFPA Codes & Standards.

b. Unopened or previously opened containers of paint or other flammable compounds used in painting or preserving will be stored in approved storage areas or paint lockers.

c. Spray painting will not be conducted within buildings unless standard spray booths and exhaust systems are provided. Spray booths will be designed, installed and maintained per NFPA Codes & Standards.

11. Flammable Liquids

a. Flammable liquids will not be used for cleaning purposes.

b. Drawing of flammable liquids from drums, other than gasoline, will not be permitted unless automatic self-closing spigots are used. Gasoline must be drawn by pump only.

c. Flammable liquids, which are not in an in-use status, will be stored in Flammable Storage locker or ventilated storage container stored 20 ft away from the building.

d. Flammable liquids will be kept in safety containers at all times when not in use, or capped in the original containers and stored in an approve Flammable Storage Area.

e. Flammable liquids will not be taken into quarters, warehouses, maintenance shops, places of public assembly, mess halls, cafeterias, recreation buildings, or theaters.

f. Spilling or leakage of any hazardous material or hazardous waste in access of 1 gallon will be reported to the Fire Protection Division.

g. Nozzles for the dispensing of gasoline will be of an approved automatic shut-off type.

h. Gasoline tanks of portable or stationary engines will be fueled by use of "safety" nozzles or "Safety Containers" only.

i. Gasoline will not be transferred, moved, stored, poured, or received in open or glass containers.

12. Fueling Other Than Filling Stations

a. Gasoline will be used only as motor fuel in motorized equipment.

b. All gasoline-powered vehicles will be fueled outdoors.

c. The following regulations and precautionary measures will govern the operation of gasoline pumps on the Air Station:

(1) There will be "NO SMOKING" signs conspicuously displayed in the vicinity of gasoline storage areas and gasoline pump hoses or trucks that are refueling vehicles. Careful attention will be given to ensure all personnel in the refueling areas comply with these signs.

(2) Ignition switches of vehicles being serviced will be turned to the "OFF" position prior to refueling.

(3) Two or more proper type fire extinguishers will be placed in the immediate vicinity of each gasoline station or mobile fueling unit, and will be checked daily by pump operators and periodically by the Fire Protection Division.

(4) No gasoline will be pumped into unauthorized containers; such as gas jugs or jars, plastic containers or open buckets. Approved type safety containers will be used when dispensing any type of petroleum products.

13. Operation of Filling Stations. The following rules will be strictly enforced at gasoline dispensing stations. Copies of these rules will be conspicuously posted at each gasoline dispensing station:

a. No sources of ignition will be permitted within 50 ft of gasoline dispensing stations.

b. No gasoline will be dispensed while the vehicle engine is running.

c. No gasoline will be dispensed to a vehicle unless it is equipped with a proper gas cap.

d. In the event gasoline is spilled near a vehicle, the engine will not be started within 50 ft of the spilled gasoline until it is thoroughly removed.

e. During filling operations, the gasoline hose nozzle will be kept in direct metallic contact with the tank or container to prevent formation of static electricity.

f. Manually operated nozzles with automatic shut-off features may be used to fill tanks of vehicles driven by internal combustion engines, provided:

(1) The nozzles used are approved and listed by the American Insurance Association without limitations.

(2) The automatic closing type nozzle with latch open device is used by the service attendant.

14. Vehicles

a. Drivers of vehicles when warned of the approach of fire apparatus will drive to the right side of the road and stop. Vehicles will not follow fire apparatus closer than 300 ft.

b. Privately owned vehicles will not enter any building, except those buildings designated by the CG as "garages for vehicles", nor will they be driven or parked on ramps.

c. Vehicles will not be parked within 10 ft of any building unless the building has been designated as a garage, repair shop, or service station.

d. Work-related vehicles will be shut off when the vehicle is stopped inside of buildings for loading or unloading purposes, and the driver will remain with the vehicle.

e. Gasoline tank trucks will not enter any building other than garages or repair shops for repair work under any circumstance.

f. No gasoline powered vehicle will be refueled inside of a building or within 50 ft of a warehouse.

g. Vehicles will not be left unattended in warehouses or in restricted areas around warehouses.

h. Filling of the reservoirs of motor vehicles or engines with gasoline will be accomplished by means of hose and safety nozzle only. Containers will not be used for filling purposes, except in garages where small amounts of fuel may be added by use of an approved type safety can.

i. Engines will be shut off before the vehicle or engine is supplied with fuel. Engines of vehicles will not be allowed to run while the vehicles are standing in the driveways of gasoline service stations.

j. If a fire occurs or a fire evacuation drill is held in a building where a vehicle is being operated, the operator will move the vehicle out of the fire lanes and to the outside of the building if possible, without endangering themselves or other personnel who are evacuating the building.

15. Separation of Structures for Fire Protection. Factors determining distance between buildings and open storage blocks of material are specified in MIL-HNBK-1008C. The Fire Protection Division is available at all times for consultation on reference material.

16. Security and Fire Hazard Inspection

a. Commanding Officers and all groups, squadrons, units, or organizations will ensure adequate inspection of their buildings or areas prior to closing time and ensure prompt action is taken to correct hazardous conditions noted. All areas and buildings of the Air Station are included except public quarters.

b. The officer, noncommissioned officer or supervisor in charge, will have the building or area inspected prior to the close of the workday. In the event hazards are discovered which could cause a fire, the hazards will be immediately corrected.

c. "Last Person Out" inspection of the Officers' Club, Staff Noncommissioned Officers' Club, Enlisted Club, Bowling Alley, and Hobby Shops will be made by a responsible person employed by that particular activity. When ready to close, the responsible person will make a thorough inspection for "FIRE HAZARDS."

d. Inspection of hazardous processing areas will be made as required by Fire Protection Division personnel at the close of the workday.

e. All trash containers will be emptied just prior to the "Last Person Out Inspection," in facilities under janitorial contract.

5004. EVACUATION DRILLS

1. One fire-evacuation drill will be executed semi-annually in buildings in which personnel are quartered; for example, barracks and in industrial buildings, such as shops. In other buildings, drills will be held as often as necessary, based on the recommendation of the Fire Chief, but not less than once every 12 months. Government quarters are excluded. The officer or civilian in charge will ensure the drill is carried out, and also properly evacuate the building personnel to a designated location where an account of all personnel is conducted. Report of the drill will be forwarded to the Fire Protection Division. During such drills, alarms will not be transmitted to the Fire Protection Division unless arrangements have been previously made with the Fire Chief. Child Care Centers will have

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fire drills monthly.

2. An inspector from the Fire Protection Division, while making his routine monthly inspection, will conduct the evacuation drill if the officer or supervisor so desires.

3. Officers and civilian supervisors will ensure all persons under their supervision are familiar with proper exit procedure, the location of the fire alarm boxes, fire extinguishers and that they have knowledge of the operation of such equipment.

5005. FOREST FIRES

1. Forest fire protection of the Air Station is the responsibility of the Fire Protection Division. The Fire Chief is directly responsible for fighting the fire.

a. The Forest Management Division of the Natural Resources and Environmental Affairs Department will provide and maintain forest fire suppression and mop-up items including various hand tools, pumps and other forest firefighting equipment.

b. MCAS Cherry Point has Inter-Service Support Agreements with both the United States Forest Service and the North Carolina Forest Service to provide mutual support for initial and extended attack on forest fires aboard the Air Station, its outlying fields, and on the Croatan National Forest.

c. When a forest fire is reported to the Cherry Point Fire Division Dispatcher, he will contact:

(1) Station forestry personnel (from the recall roster).

(2) The United States Forest Service (Croatan) at 637-9113 or 638-5628. If he cannot reach anyone, call the North Carolina Forest Service (New Bern) at 514-4764, to request initial attack equipment support.

(3) Search and Rescue (Pedro) Airfield Operations at 466-3649 or the SAR shack at 466-5247, to request helicopter water drop support.

2. Fire Control Readiness Plans. The prevention and suppression of fires is the responsibility of all persons utilizing the terrain of the Marine Corps Air Station reservation.

a. Listed below is a summary of the activities and duties for each Fire Control Readiness Plan. The times listed are minimums to be worked that day.

(1) Readiness Plan 1 - Little or no chance of fire - No manning or readiness required.

(2) Readiness Plan 2 - Occasional fire activity.

(a) County initial attack equipment ready from 1000-1700 EST (or sunset if it comes earlier).

(b) Sufficient personnel on station 1000-1700.

(3) Readiness Plan 3 - Moderate fire activity.

(a) Suppression within county capability - all personnel ready 0945-1730 EST (or sunset).

(b) District Equipment available for dispatch 0945-1730.

(c) District Operations Room manned (RP3 & above) 0945-1730.

(d) Weekends and holidays - initial attack personnel and equipment at home.

(4) Readiness Plan 4 - Normal fire season activity.

(a) All county organization on station and ready 0900-1800.

(b) District Equipment available for dispatch 0945-1730.

(c) Regional Operations Room manned (RP4 and above) 0945-1730.

(d) Weekends and holidays - initial attack personnel and equipment at home.

(e) Initial Attack Planes available if requested to be on standby by District Operations.

(5) Readiness Plan 5 - Severe fire conditions.

(a) All county and district personnel ready 0900-1800 EST (or sunset).

(b) Suppression within district capability.

(c) Full regional air support available.

(d) District Operations Officer notifies Regional Headquarters, Central Office, and Cooperators when RP5 - purpose to discuss fire situation, mutual problems, possibility of additional help and outlook for need of cooperator crews.

(e) Central Officer Operations Officer in communication.

(f) Cooperator assistance on initial attack will probably be needed.

(g) Weekends and holidays - initial attack personnel and equipment on station (RP5 and above).

(6) Readiness Plan 6 - Critical fire conditions.

(a) Effective control of all fires within regional capability.

(b) All district and regional personnel ready 0830-1900 EST (or sunset).

(c) District Operations Officer discusses fire situation with Central Office, Regional Headquarters and Cooperators by telephone. Purpose - same as in RP5.

(d) Central Office Operations Officer notifies Project Fire Team for possible dispatch.

(e) District Operations Officer notifies Forestation crews; they are available upon request to Central Office.

(f) Need extensive initial attack help from Cooperators to prevent large losses.

(g) Full regional support available (air and other equipment).

(7) Readiness Plan 7 - Extreme fire conditions.

(a) Project fire likely - probable that assistance from outside Region needed.

(b) All NCFS Personnel ready 0800-sunset.

(c) District Operations Officer discusses fire situation with Central Office, Region Headquarters and Cooperators by telephone. Purpose - same as in RP5.

(d) Project fire team placed on standby by Central Office.

(e) Forestation crews assigned to fire control in the Districts.

(8) Blow-up Alert - worse fire conditions than RP7.

(a) May occur on RP4 and above.

(b) Weather conditions required - first an adverse wind profile.

1 Build-up index 25 or greater.

2 Relative Humidity is predicted or measured 30 percent or less. Fine Fuel Moisture is predicted or measured 6.5 percent or less.

3 Unstable atmospheric conditions.

(c) Activating the Blow-Up Alert by District Operations Officer:

1 Notify all NCFS by radio including forestation crews which will cease work and become available to district.

2 Use on the radio "Blow-Up Conditions Exist."

3 Notify all cooperators by telephone.

(d) Key is prompt initial attack.

(e) Manning: 0730-until released by Operations Officer.

(f) Alert in effect one full day or until precipitation or marked change in weather conditions.

3. The Fire Readiness Plan will be posted at prominent locations. The Station Training Officer will be notified by the Fire Chief if the Fire Readiness Plan changes.

4. The Ordnance Training Officer will determine whether scheduled "live firing" is to be permitted during problems conducted during Fire Readiness Plan 4 and higher by consultation with the Fire Chief and by weighing all the factors.

5. During Fire Readiness Plan 5 or higher, no firing of any type will be permitted without the specific authorization of the CG or the Chief of Staff.

6. Fires observed anywhere in the area will be reported immediately to the Fire Chief using the emergency number 466-3333 or 911.

7. When a fire is started in a training area, the Problem Director will use all means at hand necessary to extinguish the fire.

8. As an additional precaution, the following procedures will be followed:

a. The Fire Chief will notify the Station Operations Officer at 0900 daily of the existing Fire Readiness Plans 4 or higher.

b. Aerial Observation. During periods when Fire Readiness Plan 4 and higher is in effect, the Fire Chief may request aerial observation of known or suspected fires within 5 miles of the airfield. The Control Tower supervisor will telephone results of the observation to the Fire Chief.

(1) Observation support will be afforded if aircraft currently in the Cherry Point Control Zone can be diverted to this mission. State the exact location the aircraft is to observe, and make the request as follows:

(a) From 0800-1630, Monday through Friday, excluding holidays, request aerial observation from the Airfield Operations Officer (ext 2233/ 2671).

(b) At all other times request aerial observation from the Airfield Operations Duty Officer (ext 3632/4334).

(2) During periods when no aircraft are available within the Cherry Point Control Zone, it will be necessary to issue a Fragmentary Order for this mission. The Fire Chief may request that an aircraft be assigned for an aerial observation mission by contacting the Marine Air Transport Coordinator East (MARATCOE) during normal working hours (ext 2343/2837), or from the MCAS CDO after normal working hours (ext 3615).

5006. NONSTRUCTURAL FIRES

1. Nonstructural fires occurring within the Air Station area will be classed in categories one through two, determined by the degree of severity by the extent as follows:

a. Category One - Localized. No required assistance from personnel other than those present at the time of origin. Easily extinguished.

b. Category Two - Localized. Spreading from category one fire to a degree requiring personnel in addition to those present or reporting the fire. Not spreading beyond established fire breaks or the immediate range area.

2. Non structural fires classified as Categories Three and Four will initiate the establishment of the MCAS/2d MAW Emergency Operations Center, per ASO P3140.22.

a. Category Three - Serious. Fire reaching proportions indicating serious loss of property and involving a large area, and/or out of control and capable of spreading beyond natural fire barriers (roads, streams, and fire breaks).

b. Category Four - Extremely Serious. Fire reaching proportions indicating serious loss of property and involving a large area, and/or out of control and capable of spreading beyond natural fire barriers (roads, streams, and fire breaks).

3. A firefighting force will be provided to combat fires in each category as follows:

a. Category One. Firefighters assisted by personnel in the vicinity.

b. Category Two

(1) Personnel on the scene or involved in training in the immediate area.

(2) Structural Fire Department.

(3) Crash Crew - equipment on call.

c. Category Three

(1) Structural Fire Department.

(2) Crash Crew, as available.

(3) Engineering equipment, as required.

(4) Twenty men each from Station squadrons at scene of fire.

(5) Forty men each from 2d MAW on call.

d. Category Four

(1) Structural Fire Department.

(2) Crash Crew, as available.

(3) Twenty additional men each, from Station squadrons, if required to supplement troops called for a category three fire, and all other personnel alerted for on call requirements.

(4) Engineering equipment, Station Motor Transport.

e. Commanding Officers will not curtail authorized liberty in order to ensure sufficient personnel are on board to comply with the above unless personnel are alerted prior to liberty hours.

4. The Fire Chief will determine the category of fire upon arrival at the scene. In the event of fire in Category Three or Four, indicating the need for assistance, he will call the Security Officer/Provost Marshal (or the MCAS CDO after working hours) stating the location and category, and requesting the type and amount of assistance required. In the event of fire in Category Two, Three, or Four the Fire Chief will:

a. Establish a command post at centrally located point near the fire and provide a radio equipped vehicle netted with the internal security voice radio circuit.

b. Provide sufficient tools at the scene of the fire.

5. In the event of fire in Category Three or Four, and when directed by the Security Officer/Provost Marshal, at Category Three, the Emergency Operations Center will be activated (or the Station Command Duty Officer after normal working hours) the following action will be taken:

a. Security Officer/Provost Marshal. Provide radios and operators to be used for control of firefighting details at the scene of the fire. Prior to dispatching, ascertain radio frequency of helicopter committed, or when it may be committed, and adjust frequency of PRC-25 for netting with this helicopter.

b. Motor Transport Officer. Dispatch transportation, as required.

c. Food Services Officer. Provide water and food (or

rations), as directed, at the time and place specified.

d. Commanding Officer, Naval Hospital. Provide a Medical Officer and ambulance for the command post at the scene of the fire.

6. The below listed general instructions will apply in the event of a fire in the Air Station area.

a. The Fire Chief will be in charge of all firefighting operations, and the senior officer present will be in charge of all troops.

b. The Fire Chief may request aerial observations as depicted in subparagraph 5005.8b.

c. When necessary, the Fire Chief or Security Officer/Provost Marshal may request aero medical evacuation, of injured firefighters who cannot readily or safely be reached by ambulance.

d. Unit commanders will ensure that officers and noncommissioned officers are provided on the average of 1 officer per 20 men and 1 noncommissioned officer per 10 men.

e. Troops or equipment will not leave established fire lines, fire breaks, roads, or trails unless released by the Fire Chief in charge of firefighting operations.

f. Troops dispatched to the scene of a fire will be appropriately attired for the season and equipped with cartridge belts, first aid packets, and canteens filled with water.

g. The senior officer of each unit represented at the scene of the fire will be responsible for accounting for his men and tools, and will provide for relief of details at the scene every 8 hours.

h. No backfiring will be done without the express permission of the Fire Chief in charge of firefighting operations.

7. The Security Officer/Provost Marshal will be responsible for necessary security and salvage at the scene of a fire when firefighting details have been secured.

5007. FIRE DETAILS. To supplement the Structural Fire Department and Crash Crew firefighting personnel and equipment, the following organization will maintain firefighting details (consisting of 20 men,

including not less than four noncommissioned officers) to be available at all times on call from the Fire Chief or his representative:

Station Squadrons..... 1 detail (each)

2d Marine Aircraft Wing..... 3 details

5008. REQUEST FOR DETAILS. Request for these details will be made by the Fire Chief (Fire Dispatcher) as follows:

1. During Normal Working Hours. Request for personnel to be made to the Security Officer/Provost Marshal.
2. After Normal Working Hours. Request from the Station CDO, who will notify the Staff Duty Officer of action taken.

5009. RESPONSIBILITIES OF DUTY OFFICER IN CHARGE OF DETAILS. Upon receiving a call from the Fire Chief (Fire Dispatcher) for a fire detail, the duty officer of the organization supplying the detail will ensure that the following actions are accomplished as expeditiously as possible:

1. A pickup area is designated for the detail and the Fire Dispatcher is notified of its location.
2. The Noncommissioned Officer in charge of the detail is directed to assemble his men in the designated pickup area and board assigned transportation. Upon arrival at the scene of the fire, the noncommissioned officer is directed to report to the Fire Chief and carry out instructions until relieved or secured.
3. Personnel of the detail wear utility clothes, field shoes or boots, and are equipped with web belt with canteen cups, filled canteens, and jackets, ponchos, or winter type clothing, if appropriate.
4. The Fire Chief is provided with a roster of the detail.

5010. FOREST FIRE EQUIPMENT. The Forest Management Division of the Natural Resources and Environmental Affairs Department will provide and maintain forest fire suppression and mop-up items including various hand tools, pumps and other forest firefighting equipment. The Fire Dispatcher will obtain transportation for details from the Motor Transportation Dispatcher and dispatch it directly to the personnel pickup area designated by the command concerned.

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STATION FIRE REGULATIONS

5011. FOOD, WATER, AND REPLACEMENTS. Food, water, and replacements will be the responsibility of the parent unit, coordinated by the Security Officer/Provost Marshal.

5012. INVESTIGATIONS. Commanding Officers will initiate an investigation to be made of all fires occurring within their area of responsibility. A copy of each investigation will be forwarded to the MCAS/2d MAW Inspector, MCAS Cherry Point, with a copy to the Fire Chief.