STAIRWELL AND CORRIDOR FIRE SAFETY GUIDELINES

Stairway and corridors are intended to provide a safe and adequate means by which occupants may exit the building—and emergency personnel may access the building—during an emergency. Corridors and other means of egress must be free of obstructions.

The pertinent details are listed below to provide a clear understanding of the fire safety guidelines that apply to stairwells and corridors.

1.) Items in stairwells, blocking exit doors, restricting corridors, or blocking fire emergency equipment constitute serious fire and life safety hazards and violations of the State Fire Code.

2.) The following items are subject to immediate removal:
   a. Any items located within a stairwell or stair enclosure.
   b. Any items that restrict the width of any portion of a corridor to less than 44 inches.
   c. Any items that obstruct fire emergency equipment (fire alarm pull stations, sprinklers, fire extinguishers, etc.)
   d. Any items that are determined to be an immediate fire or life safety hazard.

3.) The following items and processes are not acceptable in any corridor or elevator lobby. Unacceptable items are subject to removal within 30 days after the violations are observed. Building occupants will be notified of violations. Facilities Management (or DES) will charge the FAS accounts of building occupants for removal services.
   a. Storage of any kind within 8 feet of exit doors and stairwell doors.
   b. Any item which obstructs utility panels, utility valves, or electrical receptacles.
   c. Laboratory procedures, which involve transfer or processing of an infectious agent, potentially infectious agent, radioactive material, or chemical.
   d. Storage or use of ALL chemicals and radioactive materials.
   e. Storage or use of compressed gas cylinders.
   f. Equipment which would present significant hazards under routine or emergency conditions, such as equipments that uses volatile materials or hazardous chemicals, equipment that may produce steam, excessive heat or aerosols, or equipment with unguarded belts, pulleys and/or gears.
   g. Any items which move easily or could fall over and cause an obstruction.
   h. Workstations (including copiers, office equipment, coffee stations, desks), break areas, and waiting areas.
i. Furniture that contains polyurethane foam or other types of combustible padding or stuffing.

j. Combustible materials outside of enclosed cabinets. This includes journals, papers, books, and boxes.

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