



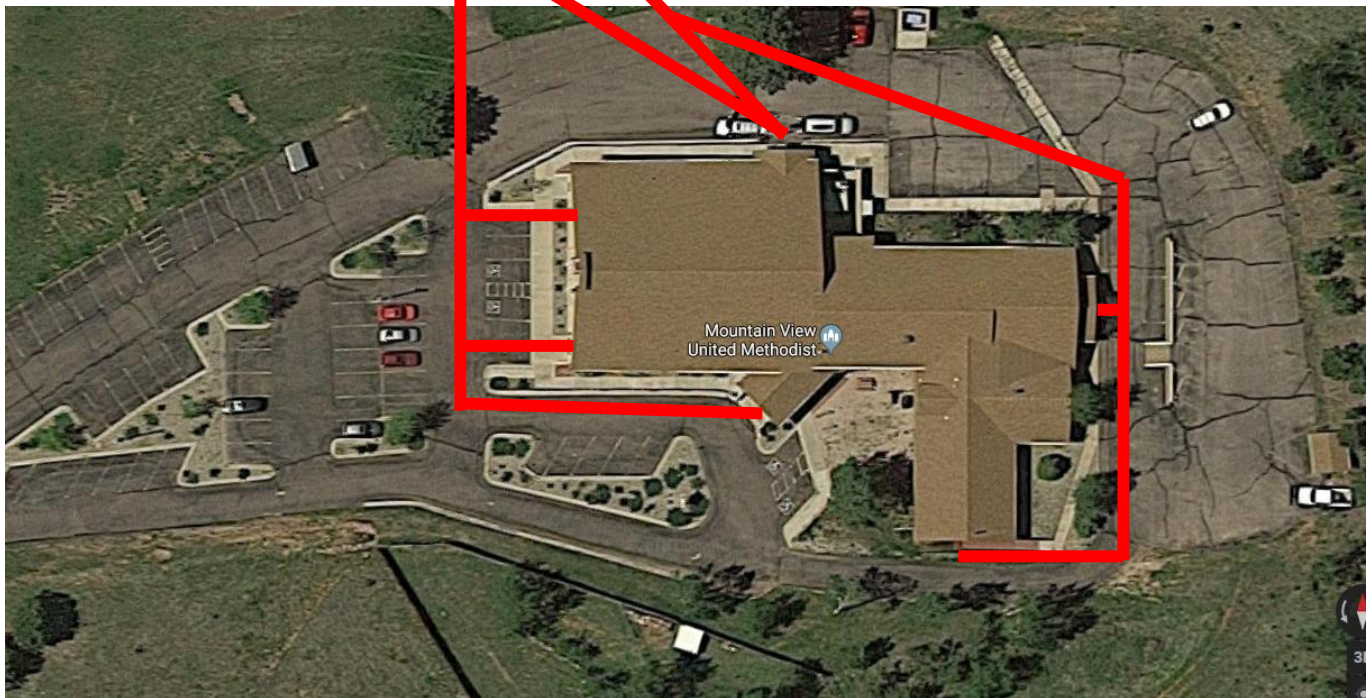
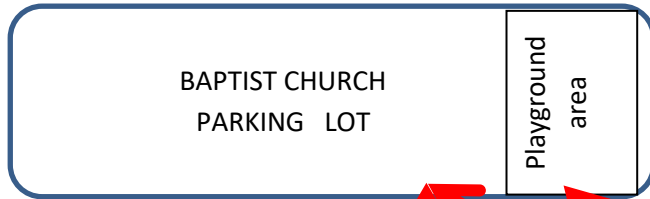
# **FIRE SAFETY PROTOCOL**

- 1. In the event the fire alarms sound, all individuals shall immediately evacuate the church. Everyone look for Fire Exit maps and exit nearest Fire Exit.** Conditions are safer outside than inside.
2. Ushers will be trained for fire safety. Ushers will guide members out of the Sanctuary and towards exits. Everyone will evacuate to the Baptist Church area next to the playground or into the Baptist Church parking lot. Reference maps are attached to the end of this protocol.
3. Safety Team member monitoring cameras will call 911 from the administration office phone if possible and safe. The Safety member will call using their cell phone if the administration office phone is not working. Safety Team member will stay in contact with 911 until help arrives.
4. Safety Team members will put on their security sashes with one Safety Team member positioned at the street entrance to guide the emergency vehicles in and prevent cars from blocking the drive way to the church. Other available Safety Team members will provide traffic control if people decide to leave and direct congregation members to the Baptist Church playground or parking lot.
5. Sunday school teachers and youth leaders will ensure all youth in their group evacuates the building. Teachers will have attendance rosters and exit with student medications. Leave all belongings (except for special medications). Teachers will monitor students, check for injuries and perform a roll call. Sunday school classrooms will have a radio set at channel 14. Teachers, youth leaders and children will gather on the North side of the church and join congregation members in the Baptist Church playground and parking lot areas. Assist special-needs students.
6. Everyone will evacuate north on fire lane towards Baptist Church playground and parking lot for safety and remain clear of fire lanes to allow Fire Department access to Church.
7. Congregation members may leave the parking lot but beware of emergency vehicles. When hearing sirens members must pull over and not block access to the church.
8. Safety Team will check facilities for complete evacuation where it is safe to do so.
9. Evacuation pathways are posted near doors and light switches in most rooms.
10. Evacuation pathways will be monitored by Safety Team and obstacles will be kept free of evacuation pathways.
11. Caution signs are placed in kitchen to encourage care with combustible material.
12. Western States Fire will inspect all fire extinguishers annually in September.
13. Safety Team will monitor and replace bad batteries in Exit signs & Emergency lights quarterly.

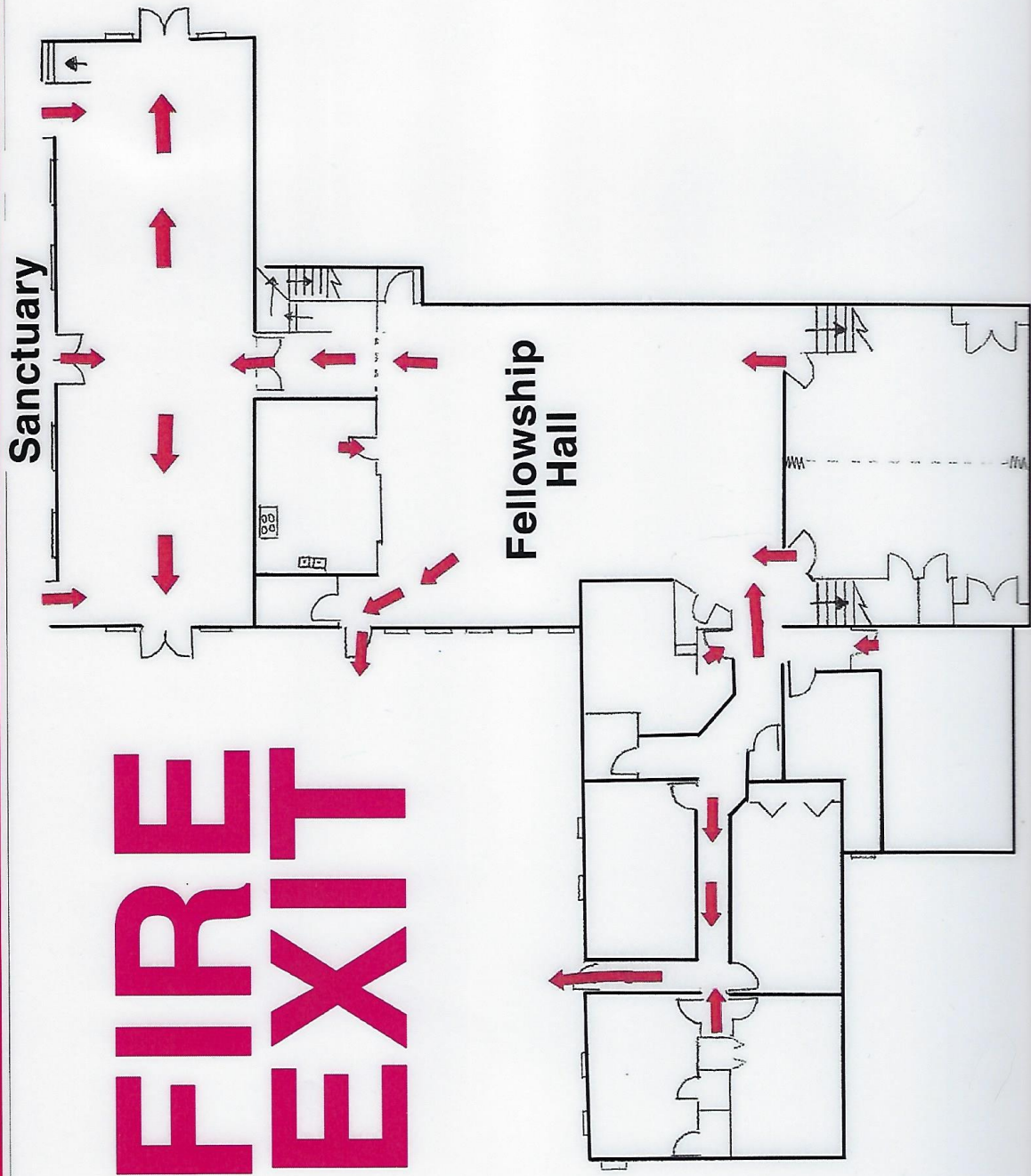


## Attachment A

**Evacuate toward the Baptist Church parking lot and playground on the North side of our building. Teachers will bring all youth and children to the Baptist Church playground area to reunite with parents.**







## Attachment B

### EXIT & EMERGENCT LIGHT MAINTENANCE SCHEDULE

Safety Team will conduct quarterly battery inspections of the Exit lights and emergency lights.  
 NOTE: The “test stick” is in the janitor’s closet across from Pastor’s back office door, hanging on the wall. It has red tape and a black rubber tip for pushing on the test buttons.

#	Make/Model	Location	Condition	Inspections		
				2019 September	2020 January	2020 May
<b>Emergency Lights</b>						
L1	Lithonia Lighting	East lobby NE corner	Good	Tim Rucker	Tim Rucker	
L2	Dual Lite	Outside Admin Off	Good	Tim Rucker	Tim Rucker	
L3	Dual Lite	SE Old Sanctuary	Good	Tim Rucker	Tim Rucker	
L4	Lithonia Lighting	NE Old Sanctuary	Good	Tim Rucker	Tim Rucker	
L5	Lithonia Lighting	South Stairwell Bottom	Good	Tim Rucker	Tim Rucker	
L6	Lithonia Lighting	North Stairwell Bottom	Good	Tim Rucker	Tim Rucker	
L7	Sure Lites	Narthex	Good	Tim Rucker	Tim Rucker	
L8	Sure Lites	Narthex	Good	Tim Rucker	Tim Rucker	
L9	Sure Lites	Narthex	Good	Tim Rucker	Tim Rucker	
L10	Sure Lites	Narthex Stairwell	Good	Tim Rucker	Tim Rucker	
L11	Sure Lites	Sanctuary NE	Good	Tim Rucker	Tim Rucker	
L12	Sure Lites	Sanctuary NW	Good	Tim Rucker	Tim Rucker	
L13	Sure Lites	Sanctuary SW	Good	Tim Rucker	Tim Rucker	
L14	Sure Lites	Sanctuary SE	Good	Tim Rucker	Tim Rucker	
L15	Sure Lites	Basement Stairwell	Good	Tim Rucker	Tim Rucker	
L16	Sure Lites	Sanctuary middle door	Good	Tim Rucker	Tim Rucker	
L17	Lithonia Lighting	Stairwell old Sanctuary	Good	Tim Rucker	Tim Rucker	

**EXIT Lights**

#	Make/Model	Location	Condition	Inspections		
				2019 September	2020 January	2020 May
E1	Dual Lite	East entrance door	Good	Tim Rucker	Tim Rucker	
E2	Dual Lite	Old Sanctuary South door	Good	Tim Rucker	Tim Rucker	
E3	Dual Lite	Old Sanctuary North door	Good	Tim Rucker	Tim Rucker	
E4	Dual Lite	Top Floor Hallway North	Good	Tim Rucker	Tim Rucker	
E5	Dual Lite	Top Floor Hallway South	Good	Tim Rucker	Tim Rucker	
E6	Dual Lite	Room 205 South Exit Door	Good	Tim Rucker	Tim Rucker	
E7	Dual Lite	Multi-purpose Room SE	Good	Tim Rucker	Tim Rucker	
E8	Dual Lite	Hallway Sump room #108	Good	Tim Rucker	Tim Rucker	
E9	Lucky Lite	Hallway Outside Room #109	Good	Tim Rucker	Tim Rucker	
E10	Lucky Lite	Hallway Outside Room #109	Good	Tim Rucker	Tim Rucker	
E11	Dual Lite	Multi-purpose Room NW	Good	Tim Rucker	Tim Rucker	
E12	Dual Lite	Multi-purpose Room NW	Good	Tim Rucker	Tim Rucker	
E13	Dual Lite	Multi-purpose Room NE	Good	Tim Rucker	Tim Rucker	
E14	Cooper Electronics	Narthex South door	Good	Tim Rucker	Tim Rucker	
E15	Cooper Electronics	Narthex North door	Good	Tim Rucker	Tim Rucker	
E16	Cooper Electronics	Sanctuary South door	Good	Tim Rucker	Tim Rucker	
E17	Cooper Electronics	Sanctuary Middle door	Good	Tim Rucker	Tim Rucker	
E18	Cooper Electronics	Sanctuary North door	Good	Tim Rucker	Tim Rucker	
E19	Cooper Electronics	Basement Stairwell door	Good	Tim Rucker	Tim Rucker	
E20	Cooper Electronics	Basement Northwest door	Good	Tim Rucker	Tim Rucker	
E21	Cooper Electronics	Basement Southwest door	Good	Tim Rucker	Tim Rucker	

## INSTRUCTIONS FOR FIRE EXTINGUISHERS

Never use water to extinguish flammable liquid and electrical fires

# REMEMBER THE P.A.S.S. METHOD WHEN USING A FIRE EXTINGUISHER

**P**

Pull the pin.

**A**

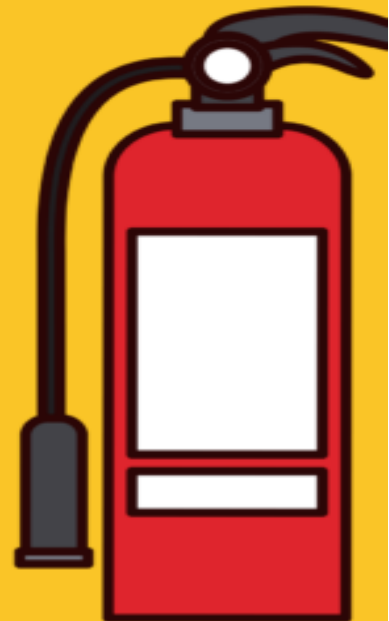
Aim the stream towards  
the base of the fire.

**S**

Squeeze the lever slowly  
and evenly.

**S**

Sweep side to side.



safetytalkideas.com

Always alert others prior to using a fire extinguisher

# Attachment D

## Western State Fire Alarm Inspection Schedule & Services



1486-A Tuskegee Place  
 Colorado Springs, CO 80918  
 (719) 578-1822 (719)578-1831  
 www.wsfp.com

3-D / BIM DESIGN



FIRE PROTECTION SYSTEMS  
 DESIGN FABRICATIONS INSTALLATION  
 Commercial Industrial Residential  
 Special Hazards High Tech Defense Hangars Retrofit  
 Inspection Maintenance Service  
 Colorado License # 0032

### 2019 Inspection Renewal Agreement

Date: 28-Jul-18

PROPOSAL SUBMITTED TO:	Mountain View United Methodist Church	PHONE:	719-687-3868
STREET ADDRESS:	1101 Rampart Range Rd	EMAIL:	mountain.viewumcwp@gmail.com
CITY, STATE, ZIP CODE	Woodland Park, CO 80863	JOB NAME:	Mountain View United Methodist Church
TO THE ATTENTION OF:	Karen Cooper	JOB LOCATION:	Woodland Park, CO 80863

Thank you for the opportunity to provide our quotation for inspection and testing of your Fire Protection Systems & Equipment. NFPA-72 Chapter 14 requires a maintenance program to be in place for your Fire Protection Systems. The attentions pertinent to your fire systems are delineated in NFPA-72, Chapter 14, Table 14.4.5. The requirement for detector sensitivity testing is described in NFPA-72 Chapter 14.4.5.3. Fire sprinkler testing is governed by NFPA-13 and NFPA-25. Fire Extinguishers are governed by NFPA-10 and manufacturers specifications. Kitchen Suppression is governed by NFPA-17A and manufacturers specifications. Backflow certifications are required by State and Local Authorities.

**The Following Equipment is Included in our Scope of Work:**

Control Panel	1
Remote Power Supply	1
Annunciator	1
Detectors, Smoke	12
Detectors, Duct	2
Detectors, Heat	3
Detectors, Beam	0
Detectors, Other	0
Door Holders/Closers	0
AHU Shutdowns	0
Rolling Doors	0

Elevator Recall	0
Control Relays	3
Aborts	0
Manual Pulls	7
Horns	0
Strobes	0
Speaker/Strobes	0
Chime/Strobes	0
Extinguishers	9
Kitchen Hoods	0
Emergency/Exit Lights	0

Standpipes	0
FDC Connection	1
Control Valves	4
Flow Switch	2
Tamper Switch	4
Deluge System	0
Dry System	0
Pre-Action System	0
Back Flow Preventers	2
Wet/AF Sprinkler Systems	2
Fire Pump/Jockey Pump	0
Fire Hydrants	0

**Fire Alarm Test & Inspection - Normal Business Hours**

AUG \$520

Annual functional test of the fire alarm system and phone dialer.  
 Annual testing of control panel and remote power supply batteries including 30 minute discharge and load tests.  
 Annual test of control panel fuses, interfaced equipment, control features, lamps and LEDs.  
 Annual test of all indicating devices including strobes and horn/strobes.  
 Annual test of all initiating devices including detectors and manual pull stations.  
 WSFP to provide attendant at the panel during inspection

**Fire Sprinklers - Normal Business Hours**

AUG \$435

Annual test and inspection of the *Wet & Antifreeze* fire sprinkler systems.  
 Includes sample test of the anti-freeze solution to verify approximate freeze point.  
 Includes main drain flow test to function the fire alarm flow switch(s).  
 Includes testing of all known tamper / supervisory switch(s).  
 Includes visual inspection of exposed components, piping, sprinklers, control valves and *Standpipes*.

**Backflows - At time of Inspections**

AUG \$110

Annual test of (2) backflow devices  
 Additional backflows @ \$55.00/Each



