

DEPARTMENT OF THE NAVY  
NAVAL AIR STATION WHIDBEY ISLAND  
OAK HARBOR, WASHINGTON 98278-5000

NASWHIDBEYINST 11320.1E CH-3  
N36  
7 Jun 2001

NASWHIDBEY INSTRUCTION 11320.1E CHANGE TRANSMITTAL 3

Subj: STATION FIRE REGULATIONS

Encl: (1) Revised pages 7-1, 12-3 and 12-4

1. Purpose. To revise the guidelines regarding fire drills and the use of fireworks onboard Naval Air Station Whidbey Island
2. Action. Remove pages 7-1, 12-3 and 12-4 from the basic directive and replace with the revised pages forwarded as enclosure (1) hereto.

/s/  
R. A. ECKSTROM  
By direction

Distribution:  
NASWHIDBEYINST 5215.2FF  
Lists A(less 1,2), B thru E,  
and G



CHAPTER 7  
FIRE DRILLS AND EVACUATION PLANS

1. Fire Drills

a. The Fire Protection Division will conduct fire drills in schools and day care centers monthly and in industrial areas, aircraft hangers, and all other buildings at least annually. (R)

b. A Fire Prevention Inspector or qualified Fire Department representative shall be present at all drills. (R)

c. Fire drills in schools will be held monthly during the school term only.

d. Fire drills in hospitals will be for employees only and shall be conducted without alarming patients, guests, or customers.

e. All drills that involve the Fire Department must be scheduled with and approved by the Operations Chief or Battalion Chief at least two weeks in advance. (D  
(R)

f. In buildings with limited occupancy, the frequency of fire drills shall be based on the recommendations of the Fire Chief or the Chief Fire Prevention Officer.

g. The hours at which drills are held should vary. During drills, personnel should perform their assigned duties as outlined in the activity's fire evacuation plan.

2. Evacuation Plans. In addition to the building fire bill, each location will have its own fire evacuation plan. Evacuation plans and supplemental instructions will be conspicuously posted and regularly practiced to ensure that all personnel are familiar with the plan and fire-hazardous conditions related to their particular building.



d. Telephone wires will not be used for lighting or power circuits. Portable transformers will be de-energized when not in use. Portable electric tools shall be grounded.

e. Electrical wiring will not be looped; fastened by nails, hooks, or other non-approved methods; or placed within 12 inches of stovepipes. Flammable material will be insulated or kept at a safe distance from electrical light bulbs to avoid ignition by heat radiation. Fluorescent light fixtures having exposed ballast or transformers will not be installed in contact with combustible material unless the fixture is specifically designed for such installation.

f. Electrical wiring and fixtures installed or used in places where a dangerous concentration of explosive vapors, gases, or dusts may be present or generated will be of an approved explosion-proof, vapor-proof, or dust-proof type, as required by regulations of the National Electric Code, NFPA Standard No. 70.

g. Extension cords may be used if the cord and its connectors are suitable for the purpose. Electrical extension cords shall be protected by approved cord protectors when used in foot traffic areas. If extension cords are left plugged in as the "normal" source of supply, that should be sufficient evidence of the need for a permanently wired receptacle at that location. Cords shall be of three-wire grounded type.

h. Flexible cords shall not be used as substitutes for the fixed wiring of a structure, where run through walls, ceilings, floors, doorways, windows, or similar openings; where concealed behind walls, ceilings, or floors; or where attached to building surfaces.

i. The use of toasters, portable water heaters, percolators, and similar equipment in warehouses, storehouses, and buildings containing high value or critical material or equipment is prohibited, unless specifically approved by the Fire Prevention Division.

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#### 4. Stoves, Ranges, and Heating Devices

a. Exhaust hoods and ducts serving cooking stoves and ranges will be kept clean and free of grease. Grease residue will be removed regularly to prevent ignition. Removable access panels will be provided in exhaust ducts to permit cleaning of the inside of the exhaust system, where necessary, because of the length or construction of the ducts. Design of exhaust systems should be per NFPA Standard No. 96.

b. Ranges and stoves will be repaired or modified only by qualified personnel.

c. At the approach of and during cold weather, the Fire Prevention Division will publicize operational safety information for heating devices.

d. Recommended practices to increase the safety of personnel against the hazards of kitchen fires are:

(1) Cooking devices (i.e., broilers, deep-fat fryers, ovens, ventilating systems, etc.) must be of a laboratory approved type listed by the Underwriters' or Factory Mutual Laboratories or American Gas Association.

(2) Provide deep-fat fryers with a primary thermostat to limit the temperature to 425°F and a second backup thermostat or thermal electrical cutout to limit temperature to 450°F.

(3) Thoroughly acquaint persons using cooking equipment with operating procedures. Post operating instructions near galley units.

(4) Do not operate fryers when cooking smoke becomes heavy.

(5) Keep hoods and ducts free of grease accumulations by performing daily inspections and periodic cleaning as required.

(6) Check thermostats periodically and permit only qualified personnel to conduct the checking. Secure units with defective thermostats until repairs are completed.

e. A fixed fire protection system should be installed in the hoods over all ranges, grills, deep-fat fryers, and broilers when they are initially installed or modified.

R) 5. Fireworks, Pyrotechnics, and Explosives. Per NAVREGNWINST 11101.1 and NAVFAC P-1021, except for command controlled displays, the sale, possession, or discharge of any type of fireworks or explosives shall be prohibited on all government property, including all Navy housing areas, whether the housing is physically on base or not.

6. Spray Painting (using combustible/flammable paints or solvents)

a. Production-type spray painting shall not be conducted within buildings unless standard spray booths and exhaust systems are provided. Spray booths shall be designed and installed per NFPA Standard No. 33.

b. Spray painting of building interiors may be permitted subject to Fire Prevention Division approval and observance of the following precautions:

(1) Secure all electrical power. Remove fuses or trip and placard circuit breakers.

(2) Eliminate open flames. Secure open flame equipment and devices.