

**VALLEYCARE**  
**OLIVE VIEW-UCLA MEDICAL CENTER/HEALTH CENTERS**  
**DEPARTMENT: FACILITIES**  
**POLICY & PROCEDURE**

**NUMBER: 735**  
**VERSION: 2**

**SUBJECT/TITLE: INTERIM LIFE SAFETY MEASURES (ILSM)**

**POLICY:** It is the policy of the Olive View-UCLA Medical Center to assure the safety of all building occupants during periods of construction or when significant deficiencies compromise the level of life safety protection provided by the building.

Implementation of the ILSM is required in or adjacent to all construction areas. ILSM apply to all personnel, including construction workers and must be implemented upon project development, and continuous enforced through project compliance.

Interim Life Safety Measures are intended to provide a level of safety comparable to that described in the 2000 edition of NFPA 101<sup>®</sup> Life Safety Code<sup>®</sup>.

**PURPOSE:**

**DEPARTMENTS: FACILITIES**

**DEFINITIONS:** Interim Life Safety Measures are administrative actions taken to temporarily compensate for the hazards posed by construction activities or other reasons.

**PROCEDURE:** Whenever construction occurs at a *ValleyCare* facility, the Director of Facilities or his designee (which includes other County Department project managers), or the Safety Officer will conduct routine inspections of the construction site at least weekly. If, during these inspections, it is determined that the construction affects the facility's ability to protect occupants from fire or the products of combustion (ILSM), will be implemented as follows:

1. Ensure all exits remain clear. This includes areas directly affected as well as all other exits.
2. Ensure free access to emergency services (i.e. vehicles, materials, etc., are not blocking the access route or parking areas.)
3. Check for the disabling of the fire protection systems. A small disaster could escalate if the fire protection system is not functional. An alternate system must be provided any time the primary system is off-line for a period greater than 12 hours.
4. Fire alarm, detection, and suppression systems must not be impaired. A temporary (but equivalent) system shall be used if the system is impaired. These systems must be tested monthly.

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NOTE: If the fire alarm or fire sprinkler system are disabled for four or more hours in a 24 hour period, a fire watch will be implemented and documented.

5. Assure temporary construction partitions are smoke tight and constructed from non-combustible materials. Adequate signage shall discourage casual observers from opening or entering the partitions.
6. Facilities will maintain all existing fire-fighting equipment in all areas of the present facilities. Facilities or the contractor shall provide sufficient fire-fighting equipment to cover all areas of new construction and provide additional fire-fighting equipment in all areas being renovated.
7. Smoking is prohibited in and adjacent to all construction areas. Strict enforcement of this policy will occur.
8. The construction site(s) will be kept clean and orderly. Materials will not be stored in the corridors. All waste and debris will be removed at the end of each work day by the construction crews. Construction offices and break areas will be kept clean by the construction crews.
9. A minimum of two documented fire drills per shift per quarter (six per quarter) must occur in the construction zone, areas adjacent to the construction zones, and other areas affected by re-routing of exits. A report should be presented to the Environment of Care Committee confirming and evaluating the drills, including recommendations and/or follow-up.
10. Environmental Tours by Facilities or Safety personnel of the construction site shall be increased and documented. Attention is to be given to evacuation routes, construction areas, storage, office/lunch areas, and fuel storage.
11. Whenever the safety of adjacent areas is compromised because of construction, the appropriate staff shall be informed. Alternate exit routes shall be identified and the staff informed.
12. For areas where construction is occurring, department specific education programs covering all employees are to be conducted explaining interim life safety matters and current life safety deficiencies. This is the responsibility of the Department Directors/Facilitators.
13. The construction site must be restricted from all but authorized staff. Adequate signage shall be provided, including indications of a "hard hat" area.
14. Alternate access must be provided for public and emergency traffic whenever a disruption occurs.
15. Engineering policy and procedures must ensure that roads and pathways are clear of materials, etc.
16. Proper notification must be made to local authorities (fire, police, other) whenever life safety is diminished.
17. The governing body of the Medical Center will be kept informed of the status of life safety during project, via reports from the Environment of Care Committee and/or the surveillance reports.
18. Construction workers must be made aware of egress routes.

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19. Construction workers' egress routes must be inspected daily to ensure no obstacles.
20. Effective storage, housekeeping, and debris removal policies and procedures must be in place to reduce collection of combustibles in construction areas.
21. Whenever fire zones are altered, appropriate staff (Facilities Staff, County Police, and the department affected) are trained in regard to new or different life safety measures regarding their changed compartmentalization of the fire zones and any new fire safety measures.
22. The contractor addresses safety at each construction meeting and it is shown through documentation that safety measures are adhered to by the contractor's staff.
23. All welding, brazing, and soldering shall take place only in designated areas where the risk of combustion due to sparks has been minimized. Notification must be given to the BEAS Room (where fire alarms are monitored) *prior* to the start of these activities' beginning.

NOTE: All Environmental Tours of construction areas and the findings/follow-up actions (if necessary) will be documented on the appropriate forms.

References:	
Approved by: Robert Ross (Director, Facilities)	Date: 09/25/2013
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