



Global Property - Loss Prevention Engineering

# FIRE PROTECTION EQUIPMENT OUT OF SERVICE

<b>Authorized By (Signature)</b>	<b>Date</b>
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**Tag No.**

**00001**

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<b>Impaired Equipment</b>	<b>Equipment Valve No.</b>
<b>Protecting</b>	
<b>Estimate Time of Repairs</b>	<b>Time / Date Removed from Service</b>
<b>Time / Date Returned to Service</b>	<b>Check List Completed</b> <input type="checkbox"/> Yes <input type="checkbox"/> No
<b>Time / Date Global Property Notified</b>	<b>Time / Date Plant Engineering Notified</b>
<b>Authorized By (Signature)</b>	<b>Date Signed</b>



## Impairment Checklist

- Inform Department Heads in building or area where fire protection is out of service
- Prohibit Smoking throughout affected area
- Shut down hazardous processes
- Stop all cutting, welding and other hot work in affected area
- Maintain as many sprinklers in services as practical
- Supplement manual fire protection with extra fire extinguishers
- Notify the Shift Supervisor, Plant Emergency Organization or plant Fire Brigade Chief
- Notify Alarm Service and Plant Security
- Notify the public Fire Department that fire protection is out of service
- Notify Global Property that fire protection is out of service

**Email: GlobalProperty.Impairment@aig.com**

**Impairment Hotline: [+ (817) 490-3255 Direct Dial  
[+] (877) 705-7287 US/Canada**

## Work to be Accomplished

- Automatic Sprinkler System(s) – (heads, piping, valves, etc.):
- Fire Pump(s): \_\_\_\_\_
- Underground Main(s): \_\_\_\_\_
- Suction/Gravity Tank(s): \_\_\_\_\_
- Detection System(s): \_\_\_\_\_
- Alarm System(s): \_\_\_\_\_
- Fixed Systems(s) – (CO<sub>2</sub>, Halon, FM 200, Dry Chemical, etc):  
\_\_\_\_\_
- Other: \_\_\_\_\_  
\_\_\_\_\_

## Work Completed: Restore the System(s) promptly:

- Open all required valves that had been closed
- Verify, by testing, that the protection system is operational
- Restore the alarm(s) and notify the alarm company
- Restore any fire protection equipment to 'automatic' that had been secured or placed in 'manual'
- Verify the fire extinguishers are in place and fully charged
- Notify plant supervisors that protection systems / equipment have been restored
- Notify the public fire department that the impairment is corrected and that the alarms are restored to service
- Notify Global Property that the impairment has been corrected

**Impairment Cleared & Protection Restored**  
**Signature of Manager**

**Date Signed**