

NFPA 35

Standard for the Manufacture of Organic Coatings 1995 Edition



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The Board of Directors reaffirms that the National Fire Protection Association recognizes that the toxicity of the products of combustion is an important factor in the loss of life from fire. NFPA has dealt with that subject in its technical committee documents for many years.

There is a concern that the growing use of synthetic materials may produce more or additional toxic products of combustion in a fire environment. The Board has, therefore, asked all NFPA technical committees to review the documents for which they are responsible to be sure that the documents respond to this current concern. To assist the committees in meeting this request, the Board has appointed an advisory committee to provide specific guidance to the technical committees on questions relating to assessing the hazards of the products of combustion.

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NFPA 35
Standard for the
Manufacture of Organic Coatings
1995 Edition

This edition of NFPA 35, *Standard for the Manufacture of Organic Coatings*, was prepared by the Technical Committee on Manufacture of Organic Coatings and acted on by the National Fire Protection Association, Inc., at its Fall Meeting held November 14-16, 1994, in Toronto, Ontario, Canada. It was issued by the Standards Council on January 13, 1995, with an effective date of February 7, 1995, and supersedes all previous editions.

The 1995 edition of this document has been approved by the American National Standards Institute.

Changes other than editorial are indicated by a vertical rule in the margin of the pages on which they appear. These lines are included as an aid to the user in identifying changes from the previous edition.

Origin and Development of NFPA 35

NFPA 35 originated as a document developed by the NFPA Manufacturing Hazards Council and, at the time, was known as the *Standard on Lacquer Manufacturing Plants*. This council was subsequently disbanded by the Association, and responsibility for the document was transferred to the NFPA Committee on Flammable Liquids. This committee expanded the scope of the document to include manufacture of all flammable organic coatings and, in 1963, an expanded document was officially adopted as a recommended practice. Amendments were adopted in 1964.

In 1970, NFPA 35, now under the jurisdiction of a sectional committee operating within the NFPA Flammable Liquids Project, was rewritten as a standard. Additional amendments were adopted in 1971, 1976, and 1981 (the latter published in 1982). In mid-1985, the committee began work on major revisions to the requirements for nitrocellulose; these were adopted in 1986 and published in the 1987 edition.

In 1993, NFPA's Flammable Liquids Project was reorganized, and the Technical Committee on Manufacture of Organic Coatings became an independent committee and immediately began development of this 1995 edition.

This 1995 edition incorporates a single, but significant, revision to Section 3-5, Deflagration (Explosion) Venting, as a consequence of a major fire and explosion incident in a coatings manufacturing plant.

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This list represents the membership at the time the Committee was balloted on the text of this edition. Since that time, changes in the membership may have occurred.

NOTE: Membership on a Committee shall not in and of itself constitute an endorsement of the Association or any document developed by the Committee on which the member serves.

Committee Scope: This Committee shall have primary responsibility for documents on criteria for safeguarding against the fire and explosion hazards associated with the operation of organic coating manufacturing processes.

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NOTICE: An asterisk (*) following the number or letter designating a paragraph indicates explanatory material on that paragraph in Appendix A.

Information on referenced publications can be found in Chapter 10 and Appendix C.

Chapter 1 Introduction

1-1 Scope and Application.

1-1.1 This standard shall apply to facilities and processes used for the manufacture of protective and decorative finishes or coatings for industrial, automotive, marine, transportation, institutional, household, and other purposes.

1-1.2 This standard shall apply only to those organic coatings manufacturing facilities involving flammable and combustible liquids.

1-1.3 This standard shall prescribe reasonable measures for safety to life and property from fire and explosion in the operation of manufacturing organic coatings.

1-1.4 This standard shall provide a means by which plant management and supervisory personnel can evaluate the hazards of operations under their jurisdiction.

1-1.5 This standard shall provide a guide for design engineers, architects, and others in planning new installations.

1-1.6 This standard shall not apply to the following:

(a) Operations involving the use or application of coatings materials. (See NFPA 33, *Standard for Spray Application Using Flammable and Combustible Materials*, and NFPA 34, *Standard for Dipping and Coating Processes Using Flammable or Combustible Liquids*, for information on this subject.)

(b) Storage of organic coatings in locations other than the manufacturing facility. (See NFPA 30, *Flammable and Combustible Liquids Code*, for information on this subject.)

1-2 Equivalency. Where unique processes or unusual hazards to life and property are involved, the authority having jurisdiction might require safeguards in addition to those required by this standard or can modify the requirements, provided equivalent safety is maintained.

1-3 Retroactivity. Existing plants, equipment, buildings, structures, and installations for the storage, handling, or use of flammable and combustible liquids that are not in strict compliance with the terms of this standard shall be permitted to be continued in use, provided they do not constitute a recognized hazard to life or adjoining property.

1-4 General. The volatility of liquids is increased by heating. Where Class II or Class III liquids are heated above their flash points, ventilation and electrical classification might be necessary in the immediate area. However, the vapors from such heated liquids cool rapidly in the air, limiting concern to the area of that space in which the temperature of the vapors remains above the flash point of the liquid.

1-5 Definitions.

Approved. Acceptable to the authority having jurisdiction.

NOTE: The National Fire Protection Association does not approve, inspect, or certify any installations, procedures, equipment, or materials; nor does it approve or evaluate testing laboratories. In determining the acceptability of installations, procedures, equipment, or materials, the authority having jurisdiction may base acceptance on compliance with NFPA or other appropriate standards. In the absence of such standards, said authority may require evidence of proper installation, procedure, or use. The authority having jurisdiction may also refer to the listings or labeling practices of an organization concerned with product evaluations that is in a position to determine compliance with appropriate standards for the current production of listed items.

Authority Having Jurisdiction. The organization, office, or individual responsible for approving equipment, an installation, or a procedure.

NOTE: The phrase "authority having jurisdiction" is used in NFPA documents in a broad manner, since jurisdictions and approval agencies vary, as do their responsibilities. Where public safety is primary, the authority having jurisdiction may be a federal, state, local, or other regional department or individual such as a fire chief; fire marshal; chief of a fire prevention bureau, labor department, or health department; building official; electrical inspector; or others having statutory authority. For insurance purposes, an insurance inspection department, rating bureau, or other insurance company representative may be the authority having jurisdiction. In many circumstances, the property owner or his or her designated agent assumes the role of the authority having jurisdiction; at government installations, the commanding officer or departmental official may be the authority having jurisdiction.

Closed Container. For the purposes of this standard, a container sealed by means of a lid or other device so that neither liquid nor vapor can escape from it at ordinary temperatures.

Combustible Liquids. (See definition of *Liquid*.)

Container. Any can, barrel, or drum.

Fire Point. The lowest temperature of a liquid in an open container at which vapors evolve fast enough to support continuous combustion, as determined in accordance with ASTM D92, *Cleveland Open Cup Test Method*.

Flammable Liquid. (See definition of *Liquid*.)

Flash Point. The minimum temperature at which a liquid gives off vapor in sufficient concentration to form an ignitable mixture with air near the surface of the liquid within the vessel as specified by appropriate test procedure and apparatus as follows:

(a) The flash point of a liquid having a viscosity less than 45 SUS at 100°F (37.8°C) and a flash point below 200°F (93°C) shall be determined in accordance with ASTM D56, *Standard Method of Test for Flash Point by the Tag Closed Cup Tester*.

(b) The flash point of a liquid having a viscosity of 45 SUS or more at 100°F (37.8°C) or a flash point of 200°F (93°C) or higher shall be determined in accordance with ASTM D93, *Standard Method of Test for Flash Point by the Pensky-Martens Closed Tester*.

(c) As an alternate, ASTM D3278, *Standard Method of Tests for Flash Point of Liquids by Setaflash Closed Tester*, shall be permitted to be used for paints, enamels, lacquers, varnishes, and related products and their components having flash points between 32°F (0°C) and 230°F (110°C) and having a viscosity lower than 150 stokes at 77°F (25°C).

(d) As an alternate, ASTM D3828, *Standard Test Methods for Flash Point by Setaflash Closed Tester*, shall be permitted to be used for materials other than those for which specific setaflash methods exist.

Hot Work. Work involving open flames; cutting and welding using open flames or electric arcs, grinding, buffing, or open unguarded sources of ignition.

Inert Gas. Any gas that is noncombustible, nonreactive, incapable of supporting combustion, noncontaminating for the use intended, and oxygen deficient to the extent necessary.

Inerting. The use of an inert gas to render the atmosphere of an enclosure or within equipment substantially free of oxygen or to reduce the oxygen content to a point at which combustion cannot take place.

NOTE: See NFPA 69, *Standard on Explosion Prevention Systems*.

Liquid. For the purpose of this standard, any material that has a fluidity greater than that of 300 penetration asphalt when tested in accordance with ASTM D5, *Test for Penetration for Bituminous Materials*. **Where not otherwise identified, the term liquid shall mean both flammable and combustible liquids.**

Combustible Liquid. A liquid having a closed cup flash point at or above 100°F (37.8°C).

Combustible liquids shall be subdivided as follows:

Class II liquids shall include those having flash points at or above 100°F (37.8°C) and below 140°F (60°C).

Class IIIA liquids shall include those having flash points at or above 140°F (60°C) and below 200°F (93°C).

Class IIIB liquids shall include those having flash points at or above 200°F (93°C).

Flammable Liquid. A liquid having a closed cup flash point below 100°F (37.8°C) and having a vapor pressure not exceeding 40 psia (2068 mm Hg) at 100°F (37.8°C) shall be known as a Class I liquid.

Class I liquids shall be subdivided as follows:

Class IA shall include those having flash points below 73°F (22.8°C) and having a boiling point below 100°F (37.8°C).

Class IB shall include those having flash points below 73°F (22.8°C) and having a boiling point at or above 100°F (37.8°C).

Class IC shall include those having flash points at or above 73°F (22.8°C) and below 100°F (37.8°C).

Listed. Equipment or materials included in a list published by an organization acceptable to the authority having jurisdiction and concerned with product evaluation that maintains periodic inspection of production of listed equipment or materials and whose listing states either that the equipment or material meets appropriate standards or has been tested and found suitable for use in a specified manner.

NOTE: The means for identifying listed equipment may vary for each organization concerned with product evaluation, some of which do not recognize equipment as listed

unless it is also labeled. The authority having jurisdiction should utilize the system employed by the listing organization to identify a listed product.

Mix Tank. A portable or fixed agitated vessel in which intermediate or finished products are manufactured, adjusted, and held, pending disposition.

Monomers. Unsaturated organic compounds, containing a reactive group, which polymerize by themselves or with other monomers to produce polymers. These monomers can be liquids (styrene, ethyl acrylate), gases (butadiene, vinyl chloride), or solids (acrylamide) and exhibit the same flammability characteristics that would be expected of any organic compound with their physical constants. These monomers represent an additional hazard because of the exothermic heat that would be evolved if uncontrolled polymerization occurred.

Nitrocellulose. A nitrated cellulose (cotton linters or wood pulp) with a nitrogen content ranging from 10.5 percent to 12.6 percent.

(a) **Solvent-Wet Nitrocellulose.** A fibrous, granular, cubed, or flakelike nitrocellulose wetted with not less than 25 percent by weight alcohol, toluene, or other organic liquid having a flash point not lower than 25°F (-40°C).

(b) **Water-Wet Nitrocellulose.** A fibrous, granular, cubed, or flakelike nitrocellulose wetted with not less than 25 percent by weight water.

(c) **Plasticized Nitrocellulose.** A colloided, chip-like, or similar particle-type nitrocellulose plasticized with not less than 18 percent by weight plasticizing substance, such as dibutyl phthalate and dioctyl phthalate.

(d) **Dry Nitrocellulose.** Nitrocellulose containing less than the minimum wetting agents described above.

Organic Coatings. Liquid mixtures of binders, such as alkyd, nitrocellulose, acrylic, or oil, and flammable and combustible solvents, such as hydrocarbon, ester, ketone, or alcohol, that, where spread in a thin film, convert to a durable protective and decorative finish. These mixtures often contain pigments.

Organic Peroxides. Those organic compounds that are identified by the combination of an active oxygen group (-O-O-) with an organic radical. This group of reactive chemicals is derived from hydrogen peroxide in which one or both hydrogen atoms are replaced by a hydrocarbon or heterocyclic or acid radical. Some peroxides are heat and shock sensitive and are known as "potentially explosive chemicals." Examples of such peroxides are benzoyl peroxide and methyl ethyl ketone peroxide.

Portable Shipping Tank. Any tank having a liquid capacity in excess of 60 U.S. gal (227.1 L) and not exceeding 660 U.S. gal (2 498.1 L) that is readily movable from place to place either with or without special handling equipment and that is not permanently attached to its transporting vehicle.

Safety Can. A listed container, of not more than 5 gal (18.9 L) capacity, having a spring-closing lid and spout cover and so designed that it safely relieves internal pressure when exposed to external heat.

Unstable (Reactive) Liquid. A liquid that in the pure state or as commercially produced or transported will vigorously

polymerize, decompose, or condense or that will become self-reactive under conditions of shock, pressure, or temperature.

Vapor Pressure. The pressure, measured in pounds per square inch absolute, exerted by a volatile liquid as determined by ASTM D23, *Standard Method of Test for Vapor Pressure of Petroleum Products (Reid Method)*.

Chapter 2 Location of Plants and Buildings

2-1 Location.

2-1.1 An organic coatings manufacturing operation shall not be conducted in the same building with other occupancies. Operations incidental to or in connection with organic coatings manufacturing shall not be classed as "other occupancies."

2-1.2 An organic coatings manufacturing operation shall be located so that it is accessible from at least two sides for the purpose of fire control.

2-1.3 Where topographical conditions are such that flammable and combustible liquids can flow from the organic coatings manufacturing operation so as to constitute a fire hazard to other facilities, drainage shall be provided as covered in Section 3-2.

2-2 General Layout and Design.

2-2.1 Congestion shall be avoided in planning an organic coatings manufacturing operation.

2-2.2 Research laboratories, general offices, and storage areas, where located in the same building housing manufacturing operations, shall be cut off from the manufacturing operations by a wall having a fire resistance rating of at least 2 hours, and openings shall be equipped with approved fire doors.

2-2.3 Areas where unstable liquids are handled or processed shall be cut off from the remainder of the plant by a wall having a fire resistance rating of at least 2 hours and openings equipped with approved fire doors.

2-2.4 The location of each processing vessel shall be based on its flammable or combustible liquid capacity. Processing vessels shall be located, with respect to distances to lines of adjoining property that can be built upon, in accordance with Tables 2-2.4(a) and (b) except where the processing plant is designed in accordance with 2-2.5.

Table 2-2.4(a) Location of Process Vessels

Processing Vessels with Emergency Relief Venting to Permit Pressure	Stable Liquids	Unstable Liquids
Not in excess of 2.5 psig	Table 2-2.4(b)	2½ times Table 2-2.4(b) ¹
Over 2.5 psig	1½ times Table 2-2.4(b)	4 times Table 2-2.4(b) ¹

¹Double distances where protection from exposure is not provided. Protection for exposures shall mean fire protection for structures on property adjacent to tanks. Where acceptable to the authority having jurisdiction, such structures located (1) within the jurisdiction of any public fire department or (2) within or adjacent to plants having private fire brigades shall be considered as having adequate protection for exposures.

Table 2-2.4(b) Reference Table for Table 2-2.4(a)

Capacity Vessel (gal)	Minimum Distance (ft) from Property Line that Can Be Built Upon, Including the Opposite Side of a Public Way	Minimum Distance (ft) from Nearest Side of any Public Way or from Nearest Important Building
275 or less	5	5
276 to 750	10	5
751 to 12,000	15	5
12,001 to 30,000	20	5
30,001 to 50,000	30	10

For SI units: 1 gal = 3.785 L; 1 ft = 0.3048 m.

2-2.5 The distances required in 2-2.4 shall be permitted to be waived where the vessels are housed within a building and the exterior wall facing the line of adjoining property that can be built upon is a blank wall having a fire resistance rating of not less than 2 hours.

Where Class IA or unstable liquids are handled, the blank wall shall have explosion resistance in accordance with good engineering practice. The balance of the building shall be designed in accordance with Section 3-5.

Chapter 3 Building Construction

3-1 General Construction.

3-1.1* Buildings shall be of fire-resistive or noncombustible construction without basements. The first floor shall be at or above the grade to permit water drainage and vapor diffusion.

3-1.2* Flammable raw materials and finished stock storage shall be detached or cut off from manufacturing buildings by a wall having a fire resistance rating of at least 2 hours, and openings shall be equipped with approved fire doors.

3-1.3 Internal partitions, where used, shall not interfere with ventilation and exit facilities and shall be of noncombustible construction.

3-1.4 In multistory buildings, stairways and elevators shall be enclosed by walls having a fire resistance rating of at least 2 hours and shall be equipped with approved fire doors.

3-1.5 Each manufacturing room shall have at least two exits that are well separated and lead to the outside or other safe area. Access to all exits shall be kept clear, and doors shall open in the direction of exit. Door fastenings shall be equipped with panic hardware. Supervisory management offices and change and locker rooms located in the manufacturing buildings shall be provided with adequate exits.

NOTE: For further information, see NFPA 101®, *Life Safety Code*®.

3-2 Drainage.

3-2.1 Drainage facilities shall be provided to direct flammable and combustible liquid leakage and fire protection water to a safe location away from the building, any other items of important value, or adjoining property. This might require pitched floors with drains, curbs, scuppers, impounding

basins, or special drainage systems. Traps and special ditch construction might be needed to control the spread of fire where drainage is by means of an open plant ditch serving other plant areas and possibly offering some fire exposure.

NOTE: NFPA 15, *Standard for Water Spray Fixed Systems*, provides information on this protection.

3-2.2 Emergency drainage systems might contain flammable and combustible liquids. If connected to public sewers or discharged into public waterways, they shall be equipped with traps or separator pits designed to allow the flow of water and retain the flammable and combustible liquid.

3-3 Building Heating. Building heating in areas handling Class I liquids, if required, shall be provided by indirect means such as water, steam, or warm air. Ignition sources such as open flames or electrical heating elements, except units approved for Class I, Group D locations, shall not be used within the hazardous area.

3-4 Ventilation.

3-4.1 Open Containers and Equipment.

3-4.1.1 Enclosed buildings in which Class I liquids are processed or handled in open containers and equipment shall be continuously ventilated at a rate not less than 1 ft³/min/ft² (0.3 m³/min/m²) of solid floor area during operation of any equipment. This shall be accomplished by exhaust fans taking suction at floor level and discharging to a safe location outside the building or by natural ventilation. Where there is a potential for vapor emission due to evaporation of Class I liquids, sufficient ventilation shall be provided during a shutdown period to maintain a safe atmosphere.

3-4.1.2 Additional local ventilation might be needed for control of health hazards. Such ventilation, if provided, shall be permitted to be utilized for up to 75 percent of the ventilation recommended in 3-4.1.1. Ventilation shall be arranged to include all pits or other low points where flammable vapors can collect. (See NFPA 91, *Standard for Exhaust Systems for Air Conveying of Materials*, for information on this subject.)

3-4.2 Closed Containers and Equipment.

3-4.2.1 Enclosed buildings in which Class I liquids are processed or handled in closed containers and equipment shall be equipped with a point-of-use and point-of-emission local exhaust ventilation system designed to prevent accumulation of flammable vapors during the operation of the equipment. This shall be accomplished by exhaust fans taking suction at all potential points of flammable vapor release from the equipment. During a shutdown period, when equipment is open and there is a potential for vapor emission, sufficient ventilation shall be provided to maintain a safe atmosphere.

3-4.2.2 Additional floor-level ventilation shall be required in stagnant areas, such as corners, sumps, pits, and other low points where flammable vapors can collect.

3-5 Deflagration (Explosion) Venting.

3-5.1 Deflagration venting shall be provided for structures in which there is a deflagration hazard. A deflagration hazard can exist where one or more of the following conditions are present:

- (a) Flammable gases are present in the operation;
- (b) Class I liquids are processed in open equipment;

(c) Class I liquids are processed in closed equipment at temperatures that exceed the boiling points of the liquids;

(d) Class I, Class II, or Class III liquids can be liberated as a mist as a result of a leak from equipment operating at high pressure;

(e) Combustible dusts can create a dust explosion potential as a result of operations or malfunction of equipment.

(See NFPA 68, *Guide for Venting of Deflagrations*, for information on the design and installation of deflagration vents.)

3-6 Electrical Equipment.

3-6.1 All electrical wiring and equipment shall be installed and maintained in accordance with NFPA 70, *National Electrical Code*®.

3-6.2 Where Class I liquids are exposed to the air, the design of equipment and ventilation of buildings shall be such as to limit the Class I, Division 1 location to pits, to the interior of equipment, and to the "immediate vicinity" of pumps or equipment locations such as dispensing stations, sand mills, open centrifuges, plate and frame filters, opened vacuum filters, change cans, and the surfaces of open equipment. "Immediate vicinity" means a zone extending from the vapor liberation point 5 ft (1.5 m) horizontally in all directions and vertically from the floor to a level 3 ft (1 m) above the highest point of vapor liberation. Areas beyond the immediate vicinity shall be designated as Class I, Division 2, within the confines of the manufacturing room. [See Table 5-3.5.3 of NFPA 30, *Flammable and Combustible Liquids Code*, and NFPA 497A, *Recommended Practice for Classification of Class I Hazardous (Classified) Locations for Electrical Installations in Chemical Process Areas*.]

3-6.3 If only Class II or Class III liquids are processed and their temperatures are not raised above their flash points, general-purpose electrical equipment is satisfactory.

3-6.4 Where the provisions of 3-6.2 require the installation of explosionproof switch gear, general-purpose electrical equipment, including switch gear, shall be permitted to be used if located in a nonclassified area or installed in a room or enclosure that is maintained under positive pressure with respect to the classified area in accordance with NFPA 496, *Standard for Purged and Pressurized Enclosures for Electrical Equipment*. All conduits running from classified to nonclassified areas shall be sealed. Air for pressurization shall be taken from a location where entrainment of flammable vapor is improbable.

Chapter 4 Process Equipment and Operations

4-1 Transfer of Flammable and Combustible Liquids.

4-1.1 To the extent practicable, processes involving the use of flammable and combustible liquids shall be carried out in closed systems of equipment, containers, and piping.

4-1.2 The transfer of large quantities of flammable and combustible liquids shall be through piping, preferably by means of pumps. Where gravity flow is utilized, fail-safe remote-actuated valves shall be provided with emergency shutoffs at points of use and at liquid storage tanks.

4-1.3 The use of compressed air as a transferring or displacement medium shall be prohibited.

4-1.4 Pumps shall be selected that are designed for the flammable and combustible liquid used, the working pressures, and the structural stresses to which they might be subjected.

4-1.5 Where flammable or combustible liquids are pumped from storage to points of use, an emergency switch shall be provided in the processing areas at the normal exit door or at other safe locations outside the fire area and at the pumps to shut down all pumps in cases of fire. The intent is to stop the flow of flammable or combustible liquids.

4-1.6 The dispensing of small quantities of Class 1 liquids from drums shall be by means of an approved drum pump or by gravity from drums on racks using an approved self-closing faucet and bung vent.

4-1.7 Open containers shall be covered when being transported from one place to another.

4-2 Piping, Valves, and Fittings.

4-2.1 All piping, valves, and fittings in flammable or combustible liquid service shall be designed for the working pressures and structural stresses to which they might be subjected. They shall be of steel or other material approved for the service intended. Cast-iron valves, fittings, and pipe shall not be used.

4-2.2 Valves shall be of types that indicate whether they are open or closed (e.g., a rising stem, plug, or ball valve). Such valves shall be mounted in a manner so that vibration will not cause them to open.

4-2.3 Terminal valves on remote pumping systems shall be of the spring-loaded, self-closing type. They shall be permitted to be manual or held open with a fusible link. The pump shall be controlled by the valve or meter operation.

4-2.4 Piping systems shall be substantially supported and protected against physical damage.

4-2.5 The use of tunnels or stair or elevator towers for flammable and combustible liquid piping shall be avoided. If trenches are unavoidable, they shall be covered with grating trench covers. Trenches shall be filled with sand or bulkheaded at frequent intervals. (See Figure A-4-6.2(b) of NFPA 15, *Standard for Water Spray Fixed Systems for Fire Protection*, for use of grating trench covers.)

4-2.6 A method of relieving trapped liquids, such as relief valves or drainage, shall be provided on piping systems. Approved flexible connectors shall be permitted to be used where vibration exists or where frequent movement is necessary. Approved hose shall be permitted to be used at dispensing stations.

4-2.7 Solvent piping entering equipment such as mixers and kettles shall be bonded to the equipment and designed to minimize the generation of static electricity buildup from free fall or excessive agitation.

4-2.8 Before being placed in service, all piping shall be free of leaks when hydrostatically tested to a minimum of 1½ times the working pressure maintained for a minimum of 30 minutes.

4-3 Kettles, Reactors, and Vessels.

4-3.1 Open-Fire Resin Cooking and Thinning.

4-3.1.1 Adequate fire protection shall be provided based on inert gases or dry chemical. Water shall be avoided.

4-3.1.2 Open-fire kettles shall be located in an outside area, provided with a protective roof, or shall be located in a separate building of noncombustible construction or separated from other areas by means of a wall or partition having a fire resistance rating of 2 hours and openings equipped with approved fire doors.

4-3.1.3 Adequate stacks or another fume disposal system shall be provided to eliminate the fumes or vent them to a safe location.

4-3.1.4 Thinning or reducing operations where portable kettles are used shall be performed in a well-ventilated area separated from the open fires. This area shall be designed so that fumes from the operation are handled in a manner to prevent any return to the cooking area. Vapors shall be collected through a vented condenser of adequate size to eliminate any vapor fog.

4-3.2 Closed Reactors and Thin-Down Tanks.

4-3.2.1 Reactors involving the use of solvents preferably are heated by a heat transfer medium. The vaporizer or heat-producing equipment shall be remotely located from the process area or otherwise safeguarded as outlined in 4-3.2.2 and 4-3.2.3.

4-3.2.2 The following safeguards shall be provided for all reactors:

(a) Furnace room ventilation shall be maintained with a high-level exit and a low-level entry.

(b) For gas furnaces, there shall be an accessible identified external gas shutoff valve for emergency use.

(c) The reactor shall be provided with a rupture disc located as close as possible to the vessel in case the normal vent becomes inoperative. The discharge piping from the rupture disc shall be directed to a blow-down tank or to a safe location.

4-3.2.3 The following additional safeguards shall be provided:

(a) The fire box shall be instrumented to shut down fuel in case of flameout to prevent explosions within. (See NFPA 86, *Standard for Ovens and Furnaces*, for additional information.)

(b) The external area under the kettle where the fire box or furnace is located shall be completely sealed from the process area, particularly the operating floor, to prevent any spills from being ignited. The furnace air intake shall be remotely located from the process area. The exhaust of the hot combustion gases from the fire box shall be piped or ducted away from the process area to prevent its igniting flammable materials due to spills or upsets in process. Under no circumstances shall any combustible material be stored in the furnace room, nor shall the room contain any piping of flammable materials except those connected to the kettle or fire box as part of the process.

(c) The reactor shall be provided with a high temperature limit switch.

4-3.2.4 To prevent a violent foaming or boilover, reactors and thin-down tanks shall be designed and procedures established to avoid uncontrolled introduction of cold liquids into the hot reaction mass.

4-4 Dispersion Equipment.

4-4.1 Two-roll mills or other mills operating with close clearances and that are used for the processing of flammable and heat-sensitive materials, such as nitrocellulose, shall be located in a detached building or in a noncombustible structure without other occupancy. The amount of nitrocellulose or other flammable material brought into the area shall be no more than that required for a batch. A remote manually operated water spray system with an adequate number of heads shall be provided for mill protection.

4-4.2 For the protection of roll mill operators, an emergency shutoff shall be located within easy reach, so that the mill can be stopped if any part of the operator's clothes or body becomes caught in the mill or if the mill should catch fire.

4-4.3 Open mills shall be provided with adequate local ventilation exhausted to outside the building.

4-4.4 High-Speed Dispersers. In a multiple tank installation, the common disperser agitator shall be equipped with a positive locking device. The agitator and tanks shall be bonded and grounded. Covers for the tanks shall be provided.

4-4.5 Pebble Mills and Steel Ball Mills.

4-4.5.1* Ball and pebble mills shall be grounded. Metal chutes or funnels used for adding flammable or combustible liquids to mills shall be extended into the mill as far as possible to minimize free fall, and they shall be bonded to the mill or to ground.

4-4.5.2 Where pressurizing of pebble and steel ball mills to unload is necessary, inert gas shall be used. Air pressure shall not be used. To protect the mills from overpressure, a relief valve shall be provided and set no higher than the design pressure of the vessel.

4-5 Mixers and Mixing Tanks.

4-5.1 Processing tanks, day tanks, mix tanks and other vessels needed for processing shall be permitted in the area and shall not be considered storage tanks.

4-5.2 Mixers used for flammable or combustible products shall be equipped with either full or partial covers consistent with the process being carried out. Such covers shall be closed except for access.

4-5.3 Where gravity flow is used, a shutoff valve shall be installed as close as practical to the vessel being unloaded, and a control valve shall be provided near the end of the discharge pipe. A bond shall be provided between the discharging piping and the receiving container.

Chapter 5 Material Storage and Handling

5-1 Tank Car and Tank Vehicle Unloading and Loading.

Tank vehicle and tank car loading or unloading facilities shall be separated from aboveground tanks, warehouses, other plant buildings, or nearest line of adjoining property that can be built upon by a distance of 25 ft (7.6 m) for Class I liquids and 15 ft (4.5 m) for Class II and Class III

liquids, measured from the nearest position of any fill stem. Buildings for pumps or shelters for personnel shall be permitted to be a part of the facility. Operations of the facility shall comply with appropriate portions of NFPA 30, *Flammable and Combustible Liquids Code*.

NOTE: For information on tank vehicles, see NFPA 385, *Standard for Tank Vehicles for Flammable and Combustible Liquids*.

5-2 Flammable and Combustible Liquid Storage.

5-2.1 The storage of flammable or combustible liquids in tanks shall be in accordance with the applicable provisions of NFPA 30, *Flammable and Combustible Liquids Code*.

5-2.2 If the storage of flammable or combustible liquids in outside aboveground or underground tanks is not practical because of temperature considerations or production considerations, tanks inside of buildings or structures shall be in accordance with the applicable provisions of NFPA 30, *Flammable and Combustible Liquids Code*.

5-2.3 Storage tanks inside of buildings shall be permitted only in areas at or above grade that have adequate drainage and are separated from the processing area by construction having a fire resistance rating of at least 2 hours. Openings to other rooms or buildings shall be provided with noncombustible liquidtight raised sills or ramps at least 4 in. (101 mm) in height, or the floor in the storage area shall be at least 4 in. (101 mm) below the surrounding floor. A permissible alternative is an open-grated trench inside of the room that drains to a safe location. Openings shall be provided with approved self-closing fire doors. The room shall be liquidtight where the walls join the floor.

5-2.4 The storage of flammable or combustible liquids in portable shipping tanks or containers shall be in accordance with the applicable provisions of NFPA 30, *Flammable and Combustible Liquids Code*.

5-2.5 Where storing waterborne materials with a flash point, but no fire point, up to the boiling point of the materials, the reduced fire hazards associated with such storage shall be taken into consideration.

5-3 Storage of Finished Product.

5-3.1 Finished products that are flammable and combustible shall be stored outside of buildings, in a separate building, or in a separate room cut off from the processing area by a wall or partition having at least a 2-hour fire resistance rating, and openings shall be equipped with approved fire doors. The storage of finished products shall be in closed containers or in tanks in accordance with nationally recognized good practice. (See NFPA 30, *Flammable and Combustible Liquids Code*, for information on such storage.)

5-3.2 Except for custom tinting, flammable and combustible liquids shall not be dispensed, blended, or otherwise exposed in an area used for the storage of finished products.

5-3.3 Where storing waterborne materials with a flash point, but no fire point, up to the boiling point of the materials, the reduced fire hazards associated with such storage shall be taken into consideration.

5-4 Container Storage.

5-4.1 Empty containers previously used for flammable and combustible liquids can be potentially dangerous. Drum plugs shall be replaced, and all empty containers shall be removed to a well-detached, outside location and, if not cleaned on the premises, removed from the plant as soon as practical.

5-4.2 Where containers are stored outside, the area shall be free of grass, weeds, and underbrush.

5-4.3 A maximum of 1100 gal (4163 L) per pile of flammable or combustible liquids, in closed containers, shall be permitted to be stored adjacent to any building located on the same premises and under the same management, provided that:

(a) Such a building one or more stories in height has exterior walls of 2-hour fire-resistive construction with no openings above the storage or within 10 ft (3 m) horizontally of such storage pile and,

(b) Each pile of 1100 gal (4163 L) stored along a common wall is separated by 10 ft (3 m).

5-4.3.1 Where the quantity exceeds 1100 gal (4163 L) or the provisions of 5-4.3 cannot be met, a minimum distance of 10 ft (3 m) between the building and the nearest container of flammable or combustible liquids shall be maintained. (See Chapter 4 of NFPA 30, *Flammable and Combustible Liquids Code*, for further information on container storage.)

5-5 Portable Shipping Tanks.

5-5.1 In-Plant Transportation and Storage. The storage of portable shipping tanks shall be in accordance with NFPA 30, *Flammable and Combustible Liquids Code*, and the construction shall comply with NFPA 386, *Standard for Portable Shipping Tanks for Flammable and Combustible Liquids*.

5-5.1.1 Full or part-full portable shipping tanks shall be permitted to be stacked two high, provided they are of the nesting design.

5-5.1.2 All materials-handling equipment used for transporting or lifting portable shipping tanks shall be of ample capacity to lift or transport the full load safely and shall conform to NFPA 505, *Fire Safety Standard for Powered Industrial Trucks Including Type Designations, Areas of Use, Maintenance, and Operation*.

5-5.1.3 Floors of buildings and shipping docks shall be structurally able to carry the wheel loads resulting from transporting full portable shipping tanks by means of materials-handling equipment.

5-5.2* Discharging Portable Shipping Tanks.

5-5.2.1 The contents of portable shipping tanks shall be permitted to be discharged by three methods:

(a) The material shall be pumped from the top. The portable shipping tanks might or might not have a bottom valve. The pump, pipelines, hoses, or other containers or tanks shall be bonded and grounded.

(b) The material shall be pumped from the valve at the bottom of the portable shipping tank. The pump, pipelines, hoses, or other containers or tanks shall be bonded and grounded.

(c) The material shall be discharged by gravity from the valve at the bottom of the portable shipping tank. The portable shipping tank, pipelines, hoses, and receiving vessel shall be bonded and grounded.

5-5.2.2 Portable shipping tanks shall not be pressure unloaded.

5-5.3 Filling Portable Shipping Tanks. Portable shipping tanks shall be filled by gravity or pump. Where filling through an open manhole, bonding shall be provided between the filling pipe and the portable shipping tank.

5-6 Industrial Trucks.

5-6.1 Power-operated industrial trucks that are approved and designated as EX shall be used in areas where flammable vapors exist under normal operating conditions in quantities sufficient to produce ignitable mixtures (Class I, Division 1, Group D electrical classification).

NOTE: See NFPA 70, *National Electrical Code*, for additional information on the interpretation of the electrical classifications referred to herein and NFPA 505, *Fire Safety Standard for Powered Industrial Trucks Including Type Designations, Areas of Use, Maintenance, and Operation*, for an explanation of the designations of industrial trucks.

5-6.2 Power-operated industrial trucks that are approved and designated as EX, EE, or DY shall be used in areas where Class I liquids and their vapors are normally within a closed system or container from which the liquid or vapor can escape only in the event of accidental rupture or breakdown of such equipment (Class I, Division 2, Group D electrical classification).

5-6.3 Power-operated industrial trucks that are approved and designated as GS, LPS, DS, ES, EX, EE, or GS/LPS shall be permitted to be used in areas where Class I liquids are stored in sealed containers if permitted by the authority having jurisdiction.

5-6.4 Power-operated industrial trucks that are approved and designated as EX shall be used in areas where combustible dusts are or can be in suspension in the air continuously, intermittently, or periodically under normal operating conditions in quantities sufficient to produce ignitable mixtures (Class II, Division 1, Group G electrical classification).

5-6.5 Power-operated industrial trucks that are approved and designated as EE, EX, or DY shall be used in areas where combustible dusts are present but not normally in suspension in the air and will not be thrown into suspension in the air by the normal operation of equipment in sufficient quantities to produce ignitable mixtures but where deposits of such dust can be ignited by arcs or sparks originating in the truck (Class II, Division 2, Group G electrical classification).

Chapter 6 Special Hazards

6-1 Nitrocellulose.

6-1.1 Hazards. Nitrocellulose is a flammable material. Its burning rate varies depending on its wetting agent and degree of dryness.

(a) Solvent-wet nitrocellulose, wet with flammable liquids such as alcohol and toluene, has the same degree of

hazard as the flammable wetting agent. The burning rate is similar to the wetting agent alone.

(b) Water-wet nitrocellulose is difficult to ignite and, once ignited, is slower burning than solvent-wet nitrocellulose.

(c) Plasticized nitrocellulose burns very intensely and is a more serious fire hazard than solvent wet nitrocellulose.

(d) Dry nitrocellulose burns rapidly and with intense heat and shall be avoided in all operations.

6-1.1.1 When nitrocellulose burns, toxic gases such as oxides of nitrogen and carbon monoxide evolve. Personnel shall avoid exposure to these gases.

6-1.2 Handling.

6-1.2.1 The dragging or pushing of drums on hard surfaces shall be avoided because of possible frictional heat.

6-1.2.2 Drums shall be moved by means of a two-wheel hand truck fitted with a nonferrous "grab" to hold the top of the drum. A power-driven industrial lift truck of the approved type shall be permitted to be used as defined in Section 5-6.

6-1.2.3 Drums shall not be dropped. If there is a difference in elevation, the handling equipment shall not drop, puncture, or damage the drums. Drums shall be kept under control at all times.

6-1.3 Storage.

6-1.3.1 Nitrocellulose shall be stored as follows:

(a) In a room or building attached to the production area, separation shall be by means of a fire wall with a fire resistance rating of not less than 2 hours with openings equipped with approved fire doors. The fire doors shall be controlled by fusible links mounted on both sides of the wall. The room shall be equipped with an automatic sprinkler system providing a density of 0.35 gpm/ft² (14.3 lpm/m²) over the entire storage area. A deluge-type system is preferred.

(b) On a detached pad or in a detached noncombustible structure such as a roofed shed, located as specified in Table 6-1.3.1. Where a sprinkler system providing a density of 0.35 gpm/ft² (14.3 lpm/m²) protects the storage, the distances in Table 6-1.3.1 shall be permitted to be reduced by 50 percent.

6-1.3.2* The electrical classification of an attached storage area [see 6-1.3.1(a)] shall be based on the classification

of the adjacent process area. In detached storage areas [see 6-1.3.1(b)], a general-purpose electrical system shall be permitted. This classification is dependent on the storage areas meeting all the requirements of 6-1.3.

6-1.3.3 Storage of other commodities in the same area as nitrocellulose shall be permitted if limited to inert materials that are chemically compatible with the nitrocellulose and if the nitrocellulose storage is separated by a distance of 20 ft (6 m) from such storage. Storage of other flammable liquids shall not be permitted. Nitrocellulose shall be stored only in closed DOT-approved containers. Drums or other containers of nitrocellulose shall not be opened in the main storage area but at the point of use or other location set aside for the purpose.

6-1.3.4 Drums shall be stored in an upright position with the lid up and shall not be stacked more than two high.

6-1.3.5 Nitrocellulose shall be stored in such a manner that the stock will be rotated to ensure that the oldest material is used first.

6-1.3.6 Nitrocellulose shall be stored only in DOT-approved closed containers. Before storing drums, their closures shall be made tight in order to prevent loss of wetting agent by evaporation.

6-1.3.7 Heat shall be avoided in the storage area. Where heat is necessary, the building shall be equipped with low-pressure steam or hot-water radiators. These shall be located to avoid contact with the drums of nitrocellulose under any circumstances. Overheating of drums by direct contact with hot surfaces or by storage in an overheated environment can cause pressure buildup in the drums and eventual release of the lid.

6-1.3.8 The storage area shall be marked with a readily visible sign identifying the material and its hazard, e.g., "NITROCELLULOSE — FLAMMABLE — KEEP HEAT, SPARKS, AND FLAME AWAY."

6-1.4 Process Area.

6-1.4.1 The amount of nitrocellulose brought into the operating area shall be kept to a minimum and shall not exceed that required for a shift. Drums shall remain closed until ready for use. Where only part of a drum is used, the lid and ring shall be replaced immediately and the ring tightened.

6-1.4.2 The retaining ring holding the drum cover in place shall be removed by the use of a suitable spark-resistant wrench. If it is necessary to fork or scoop the material out of a barrel, spark-resistant tools shall be used.

6-1.4.3 Any nitrocellulose that is spilled on the floor or elsewhere shall be wet down promptly with water, swept up, and put into a pail or covered metal container that contains water. The material shall be removed at the end of the day or shift and disposed of properly. (See 6-1.5.)

6-1.4.4 After emptying, drums shall be wiped clean with a dry rag or cloth, the cover shall be replaced, and the sealing ring tightened. Rags, after use, shall be placed in a covered waste container, wet down with water, and disposed of daily.

6-1.4.5 Since there is always danger of ignition of nitrocellulose or its solvents, diluents, or solutions from struck sparks, frictional heat, flame, or static electricity, care shall be taken to eliminate these sources of ignition.

Table 6-1.3.1 Separation Distances for Nitrocellulose Storage

Wet Nitrocellulose (Dry Weight) (lb)	Distance ¹ to Property Line or Nearest Important Building	
	(ft)	(m)
Up to 1000	50	(15)
1000-5000	75	(23)
5000-10,000	100	(30)
10,000-25,000	125	(38)
25,000-50,000	150	(45)
Over 50,000	As approved by authority having jurisdiction	

For SI units: 1 lb = 0.454 kg.

¹If sprinkler protection is provided as specified in 6-1.3.1(b) and the other requirements in 6-1.3 are followed, the distances shown shall be permitted to be reduced by 50 percent.

6-1.4.6 Solvent-wet and plasticized nitrocellulose are free-flowing materials that can generate static electricity while being poured from the drum. To prevent hazardous accumulations of static charge, drums, containers, rings of fiber drums, and vessels shall be bonded and grounded during transfer operations.

6-1.5 Waste Disposal. Sweepings and other small quantities of waste nitrocellulose shall be wet down with water and placed in a covered metal container. The waste material shall be disposed of by burning it in a safe, isolated location or by denitrating it in an agitated, 5 percent sodium hydroxide aqueous solution in a well-ventilated area. Disposal shall not be by burning in a boiler fire box, incinerator, or other confined equipment. Burning shall be conducted only in accordance with federal, state, or local regulations regarding pollution.

6-1.6 Fire Protection.

6-1.6.1 Water is the most effective fire extinguishing medium for nitrocellulose and shall be used in large quantities.

6-1.6.2 Exposure of drums of nitrocellulose to fire or high heat causes vaporization of the wetting medium resulting in an increase in pressure that causes release of the drum lid. Fire fighters shall keep out of range where encountering such situations and avoid breathing fumes given off by burning nitrocellulose. Self-contained breathing apparatus shall be used by fire-fighting personnel or others who might be exposed to such fumes in the performance of their duties.

6-2 Monomers.

6-2.1 Hazards. Monomers can be liquid, solid, or gaseous and are reactive chemicals that present special hazards because of their chemical composition. They are usually highly flammable, and their vapors, which are normally heavier than air, can form explosive vapor-air mixtures. They usually contain an inhibitor to prevent self-polymerization. At elevated temperatures, such as those at fire exposure, polymerization can take place. If this occurs in a closed container, a violent rupture can occur.

6-2.1.1 Monomer vapors are usually toxic, and personnel shall avoid exposure to them at all times. Adequate ventilation shall be provided. Personal protective equipment shall be used.

6-2.1.2 Suppliers shall be contacted for advice concerning the storage, handling, and use of specific monomers.

6-2.2 Process and Handling.

6-2.2.1 Precautions in handling of monomers shall parallel those outlined for flammable and combustible liquids. Since vapors can be more toxic than liquids, the need for adequate ventilation and the availability of respiratory protection for emergencies is of the utmost importance.

6-2.2.2 For specific information on explosion venting and structural design requirements for areas involved with handling of monomers, refer to Section 2-2, "General Layout and Design," and Section 3-5, "Explosion Venting."

6-2.3 Storage—Liquids and Gases.

6-2.3.1 Aboveground monomer storage tanks shall be located in a remote area. Topography or diversionary diking shall be used to drain spilled monomer from the storage tank

area and to prevent exposure from fires in other flammable and combustible liquid storage tanks. Where drainage is impracticable, liquid monomer storage tanks shall be surrounded with an individual dike to contain the monomer in the event of a large leak or overflow. In cases of diversionary diking, an impounding basin is usually required to provide effective fire containment and minimize contamination problems. Locations for liquid monomer storage and drainage and diking methods shall be in accordance with NFPA 30, *Flammable and Combustible Liquids Code*.

6-2.3.2 Monomers might need to be individually piped to prevent contamination that could promote polymerization.

6-2.3.3 Monomer storage tanks shall be provided with separate normal and emergency vents in accordance with NFPA 30, *Flammable and Combustible Liquids Code*. The emergency vent shall be designed on the basis of the effects of heat or gas resulting from polymerization or self-reactivity.

6-2.3.4 Some monomers are sensitive to temperature extremes. The storage tanks shall be provided with a means to control the temperature. Water spray, cooling coils, reflective paints, overhead cover, and insulation shall be permitted to be used.

6-2.3.5 Since monomers are reactive chemicals having inhibitors to prevent reaction in storage, the strength of these inhibitors shall be checked periodically to make certain they are at a safe level. Some systems, such as hydroquinone in styrene, lose their effectiveness to inhibit polymerization under certain time and temperature conditions.

6-2.3.6 Some monomers are not highly flammable and shall be permitted to be stored under an air atmosphere. Others that have low flash points (Class I liquids) shall be permitted to be stored under an inert gas atmosphere to minimize polymer formation and improve fire safety.

6-2.3.7 Materials of construction for tanks, pipelines, pumps, and auxiliary equipment shall be as specified by the supplier of the monomer.

6-2.4 Storage—Solid. Solid monomers shall be shipped in drums or bags. Normally solid monomers are not subject to self-polymerization unless they are liquefied or subjected to elevated temperatures. Therefore, storage shall be at ambient temperature, isolated where drums and bags will not be damaged, and free from any possibility of contamination with reactive chemicals or moisture.

6-2.5 Waste Disposal.

6-2.5.1 All quantities of waste monomers or material contaminated with monomers shall be disposed of according to federal, state, and local regulations regarding hazardous waste.

6-2.5.2 Where a waste disposal problem arises as a result of a major spill or equipment rupture, only properly protected personnel shall remain in the area.

6-2.6 Fire Protection.

6-2.6.1 Fires involving monomers generally can be controlled and extinguished using dry chemical, water spray, proper type of foam, and carbon dioxide.

6-2.6.2 Self-contained respiratory equipment shall be used to avoid exposure to toxic vapors.

6-3 Organic Peroxides.

6-3.1 Organic peroxides are considered to be unstable chemicals and present a serious problem in safe handling. They can be powerful oxidizing agents and can react violently with reducing agents and some react on exposure to heat or shock. Only general details can be offered here, and suppliers and the authority having jurisdiction shall be consulted wherever these materials are to be used.

6-3.2 In general, organic peroxides are stored in cool locations. In very hot weather, artificial cooling might be necessary to prevent decomposition of the peroxide. In cold climates, artificial heat might be necessary to prevent the formation of shock-sensitive crystals. For example, acetyl peroxide (25 percent solution in dimethyl phthalate) shall not be exposed to temperatures above 90°F (32.2°C), violent decomposition can occur above 122°F (50°C), and shock-sensitive crystals can form below 17°F (-8°C). (See NFPA 49, *Hazardous Chemicals Data*, for further information.)

6-3.3 The storage of organic peroxides shall be isolated from flammable and combustible liquid storage, any important building, or line of adjoining property that can be built upon. Storage of large quantities of organic peroxides in highly populated areas shall be avoided. Only quantities sufficient for one day's operation shall be present in the operating areas.

6-3.4 The size of the package containing the organic peroxide shall be selected so that, as nearly as practical, full packages are utilized at one time, thus minimizing exposure to personnel and contamination of the product. Peroxide spills shall be cleaned up promptly and disposed of as recommended by the supplier.

6-3.5 The hazards incident to the storage and use of organic peroxides can be materially reduced where protected by a properly designed automatic sprinkler system.

Chapter 7 Fire Protection

7-1 Ignition Sources.

7-1.1 Where electrical equipment is repaired or replaced, caution shall be exercised to ensure that the integrity of the area electrical classification is maintained in accordance with Section 3-6.

7-1.2 Relocation, redirection, or replacement of fittings and piping might negate previous bonding or grounding arrangements, or both. Piping installations made under any maintenance activity shall conform to Sections 4-1, 4-2, and 7-2.

7-1.3 Open flames and direct-fired heating devices shall be prohibited in areas where flammable vapor-air mixtures might exist.

7-1.4 Smoking shall be prohibited except in designated safe areas.

7-2 Static Electricity.

7-2.1 All equipment such as tanks, machinery, and piping where a flammable mixture might be present shall be bonded and connected to a ground. The bond or ground, or both, shall be physically applied or shall be inherently present by the nature of the installation. For static dissipation purposes, this

electrically conductive path shall not have a resistance of more than 1 million ohms to ground. (See NFPA 77, *Recommended Practice on Static Electricity*, for information on this subject.)

7-2.2 Electrically isolated sections of metallic piping or equipment shall be bonded to the other portions of the system or grounded to prevent external ignition hazards.

7-2.3 Where flammable liquids are transferred to or from any portable container, all metallic elements, including the container, greater than 1 gal (3.785 L) in size shall be bonded together, and one element shall be grounded.

7-2.4 A bond or ground shall be composed of suitable conductive materials having adequate mechanical strength, corrosion resistance, and flexibility for the service intended. No. 10 AWG wire, preferably uninsulated, is the minimum size that shall be used. Permanent connections shall be made with electrical cable lugs or bolted clamps or by brazing, welding, or other suitable means.

7-2.5 Ordinary rubber or leather flat belts generate static. Such belts used to transmit power shall be made of conductive material or treated with a conductive belt dressing. Such coatings shall be checked periodically to ensure reliability.

7-2.6 Where flammable and combustible liquids are allowed to fall an appreciable distance through space, a static charge can be generated due to their breaking up into a spray or droplets. A method used to reduce this hazard is to extend the fill pipe to the bottom of the equipment or container or to divert the flow to the side of the equipment or container. This will help to keep the flow in a solid stream and reduce splashing.

7-3 Lightning Protection.

7-3.1 High masonry stacks and chimneys shall be provided with approved lightning protection in accordance with NFPA 780, *Lightning Protection Code*.

7-3.2 Where needed, approved lightning protection shall be provided for buildings, structures, and equipment.

7-3.3 Steel framing of buildings shall be grounded with resistance of not more than 5 ohms.

7-4 Outside Fire Protection. Where good public fire protection facilities are not readily available, private outside protection facilities shall be provided in accordance with NFPA 24, *Standard for the Installation of Private Fire Service Mains and Their Appurtenances*. Even with good public protection facilities, it might be necessary to provide private outside protection facilities for large or remote facilities.

7-5 Fire Alarm Systems. A method of notifying personnel and the fire brigade of a fire or emergency shall be provided.

7-6 Sprinkler Systems.

7-6.1 Important manufacturing and storage buildings shall be protected by sprinkler systems installed in accordance with NFPA 13, *Standard for the Installation of Sprinkler Systems*.

7-6.1.1 In sections where large quantities of flammable liquids might be involved or where flammable vapor might be present, the sprinkler system shall be wet pipe, preaction, or deluge type.

7-6.1.2 Water supply for sprinklers and other water systems shall be of adequate pressure and capacity for the highest fire flow demand in any one fire with ample reserve for necessary hose streams. Where severe hazards are involved, including areas with high-piled stock, the sprinkler systems shall be hydraulically calculated and supplied accordingly. Although fires involving some solvents might not be extinguished by water, a liberal supply of water from sprinklers controls the flames and helps keep the structure, equipment, and the supports cool, thereby preventing collapses. (See NFPA 231, *Standard for General Storage*, and NFPA 231C, *Standard for Rack Storage of Materials*.)

7-6.1.3 Adequate drainage facilities shall be provided for water from sprinkler systems or other water extinguishing systems. (See Section 3-2.)

7-7 Standpipe and Hose Systems. A standpipe and hose system shall be provided in important operating buildings. A system designed for in-plant (Class II or Class III) service in accordance with NFPA 14, *Standard for the Installation of Standpipe and Hose Systems*, shall be provided. Only combination nozzles or spray nozzles shall be used. The use of a straight-stream type of nozzle or play pipe shall be avoided, as a stream from such a nozzle tends to spread a flammable liquid fire or stir up a dust cloud.

7-8* Portable Fire Extinguishers. An adequate supply of portable fire extinguishers suitable for flammable and combustible liquid fires shall be provided. (See NFPA 10, *Standard for Portable Fire Extinguishers*, for additional information.)

7-9 Fixed Extinguishing Systems.

7-9.1* Equipment such as mixers, solvent tanks, or fixed open containers shall be protected by foam, inert gas, halogenated agent, or dry chemical extinguishing systems.

7-9.2 Where desired, a combination automatic sprinkler system and high-expansion foam system properly designed in accordance with NFPA 13, *Standard for the Installation of Sprinkler Systems*, and NFPA 11A, *Standard for Medium- and High-Expansion Foam Systems*, shall be permitted.

7-9.3 Where desired, an automatic sprinkler system shall be permitted to be equipped to be injected with aqueous film-forming foam (AFFF) where properly designed in accordance with NFPA 13, *Standard for the Installation of Sprinkler Systems*, NFPA 11, *Standard for Low-Expansion Foam*, and NFPA 16, *Standard on the Installation of Deluge Foam-Water Sprinkler and Foam-Water Spray Systems*.

Chapter 8 Personnel Training

8-1* Fire Brigade. In manufacturing plants, a fire brigade shall be organized and trained to fight fires promptly and efficiently. Fire brigade training shall be conducted at periodic intervals using the various kinds of fire-fighting equipment provided. For further information see NFPA 600, *Standard on Industrial Fire Brigades*.

8-2* Personnel Training.

8-2.1 Personnel shall be made aware of special hazards and shall be trained in proper procedures for safe operation of processes, as well as emergency shutdown procedures for unusual conditions.

8-2.2 Personnel shall be trained in the use of portable fire extinguishers, methods of actuating fixed special extinguishing systems, and methods of notifying plant fire brigade, public fire department, and emergency organizations.

8-2.3 Personnel involved shall be periodically instructed as to the identity and potential dangers of hazardous materials.

8-2.4 All employees shall be trained to prevent and contain spills and to report solvent leaks, faulty equipment, missing or worn static bonding lines, and other matters needing correction.

Chapter 9 Maintenance

9-1 Maintenance of Fire Protection Equipment. All plant fire protection facilities shall be so maintained and periodically inspected and tested as to make certain that they are in satisfactory operating condition to serve their purpose in time of emergency.

9-2 Hot Work and Confined Space Entry Permits.

9-2.1 Where necessary to make repairs involving "hot work," the work shall be authorized in writing before the work is started by the responsible individual in charge.

9-2.2 Where it is necessary for an employee to enter a tank, a pit, a manhole, or other confined spaces, such entry shall be authorized by the individual in charge. Another employee shall stand by while the person is in the confined space.

9-2.3 Prior to initiating tank entry or hot work, the following steps shall be taken:

(a) Tanks, vessels, piping, and traps shall be emptied of all material, cleaned, and purged. All such materials shall be removed to a safe location.

(b) All pipelines except those carrying air or cold water attached to the vessel shall be disconnected, blanked off, or capped with suitable material of a construction that prevents leakage. Where more than one unit is connected by a common duct, the duct openings to the vessel to be entered shall be disconnected or blanked. Steam jets in stacks shall be removed or disconnected if the stack is not disconnected from the vessel.

(c) If a vessel is fitted with power-driven internal equipment, the power source shall be disconnected completely before entry; i.e., the motor disconnect switch shall be padlocked in the off position and the key of the padlock shall remain in the possession of the person performing the work.

9-3 Cleaning Tanks or Vessels.

9-3.1 The cleaning of tanks or vessels that have contained flammable or combustible liquids shall be done only under the supervision of persons who understand the fire and explosion potential, assisted by properly trained personnel in order to carry out the operations safely. This section covers the cleaning operations of tanks and vessels preparatory to entry by plant personnel or for the performance of "hot work." For hot work permits, see Section 9-2. (NFPA 327, *Standard Procedures for Cleaning or Safeguarding Small Tanks and Containers Without Entry*, provides detailed information on the procedures to be followed for the various methods of cleaning or safeguarding a tank or vessel.)

9-3.2 The removal of residues and the cleaning of the tanks or vessels shall be accomplished by one of the following methods described in 9-3.2.1 through 9-3.2.4.

9-3.2.1 Where the solvents that have been used are water soluble, such as ethyl alcohol and methyl ethyl ketone, the cleaning operation shall be accomplished by filling with water and draining, repeating the operation several times. Drainage of the contaminated waste water shall be to a safe location.

9-3.2.2 Where needed, a suitable hot chemical solution or a nonflammable proprietary cleaning agent shall be used. Since these cleaning agents are potentially harmful, suitable protective goggles and clothing shall be worn to protect against possible injury to the eyes or skin. Tanks that have contained reactive or unstable materials shall not be cleaned or repaired until instructions have been obtained from the manufacturer or supplier. To ensure safe cleaning procedures, the selection of nonreactive cleaning media or other special precautions shall be made with care. The use of hot water in making up caustic solutions shall be avoided. In preparing caustic solutions the caustic shall be added at a controlled rate to cold water. Where using a proprietary cleaning solution, the manufacturer's instructions shall be followed. The drainage of the solution shall be to a safe location.

9-3.2.3 Where alkali cleaners are not feasible or safe, a suitable flammable solvent agitated or injected into the interior of a closed vessel to be cleaned can be used safely, provided the vapor space is reliably inerted prior to adding the solvent by using an inert gas such as carbon dioxide or nitrogen. Where carbon dioxide is used for inerting, vaporizing means shall be provided to ensure that only gas is applied to the vessel. Carbon dioxide fire extinguishers shall not be used to inert a vessel, as they will produce electrostatic sparks that could cause ignition. The inert gas piping shall be bonded to the vessel into which the gas is to be discharged, making certain the vessel is properly grounded. The cleaning solvent and residue shall be drained to appropriate containers. Such containers also shall be properly bonded to the vessel from which the solvent is being drained.

9-3.2.4 Vapor freeing shall be accomplished by purging with air, and a safe atmosphere shall be sustained by continued ventilation. Where fixed ventilating equipment is not provided, air movers shall be attached so that air is drawn into the equipment and discharged through the air mover, or air shall be introduced through the air mover and discharged through another opening. Discharge shall be to a safe location. Air movers shall be approved for such locations. In air purging, the concentration of vapor in air usually will pass through the flammable range before a safe atmosphere is obtained; therefore, precautions shall be taken to ensure that the air mover is bonded to the equipment in order to minimize the hazard of ignition by static electricity. By first purging the equipment with an inert gas and then ventilating with air, the hazards incident to passing through the flammable range are minimized.

9-3.2.5 The need for personal protective equipment shall be evaluated before each tank cleaning operation. Necessary personal protective equipment shall be provided, and use enforced, during cleaning operations.

9-3.3 To ensure safe conditions for vessel entry and work, the following tests shall be conducted:

(a) A test for oxygen deficiency and, where indicated, for toxicity shall be made before entry. If these conditions are present and cannot be overcome by cleaning and ventilation, then self-contained respiratory equipment shall be used. A minimum allowable oxygen concentration of 18 percent without toxic contaminants shall be indicated by readings taken at varying heights within the vessel to ensure a safe breathable atmosphere.

(b) Tests for flammable vapors using a combustible gas indicator or other approved means shall be made:

1. Before commencing alterations or repairs, including welding, cutting, or heating operations;

2. Immediately after starting any welding, cutting, or heating operations; and

3. Frequently during the course of such work.

All such work shall be stopped immediately when the presence of solvent vapor is indicated. The source of the vapor shall be located and removed, and the procedure outlined above shall be followed before such work is resumed.

9-3.4 If it is desired to clean a tank solely for the purpose of product purity or change of product, one of the procedures outlined in 9-3.3 shall be followed.

9-4 Housekeeping.

9-4.1 Good housekeeping is vital in maintaining a safe plant. Accumulations of debris, rags, sample cups, and similar material shall not be permitted.

9-4.2 Adequate aisles shall be maintained for unobstructed movement of personnel so that fire protection equipment can be brought to all parts of processing and storage areas of buildings.

9-4.3 Floor Cleaning. Wherever possible, floor cleaning shall be done without the use of flammable or combustible liquids. The material being removed shall be evaluated for its potential fire and health hazards before cleaning begins. Adequate fire protection and personal protective equipment shall be provided and used during the operation. Residues and cleaning equipment (mops, rags, etc.) shall be disposed of in a safe manner.

Chapter 10 Referenced Publications

10-1 The following documents or portions thereof are referenced within this document and shall be considered part of the requirements of this document. The edition indicated for each reference shall be the current edition as of the date of the NFPA issuance of this document.

10-1.1 NFPA Publications. National Fire Protection Association, 1 Batterymarch Park, P.O. Box 9101, Quincy, MA 02269-9101.

NFPA 11, *Standard for Low-Expansion Foam*, 1994 edition.

NFPA 11A, *Standard for Medium- and High-Expansion Foam Systems*, 1994 edition.

NFPA 13, *Standard for the Installation of Sprinkler Systems*, 1994 edition.

NFPA 14, *Standard for the Installation of Standpipe and Hose Systems*, 1993 edition.

NFPA 16, *Standard on the Installation of Deluge Foam-Water Sprinkler and Foam-Water Spray Systems*, 1991 edition.

NFPA 24, *Standard for the Installation of Private Fire Service Mains and Their Appurtenances*, 1992 edition.

NFPA 30, *Flammable and Combustible Liquids Code*, 1993 edition.

NFPA 386, *Standard for Portable Shipping Tanks for Flammable and Combustible Liquids*, 1990 edition.

NFPA 505, *Fire Safety Standard for Powered Industrial Trucks Including Type Designations, Areas of Use, Maintenance, and Operation*, 1992 edition.

10-1.2 Other Publications.

10-1.2.1 ASTM Publications. American Society for Testing and Materials, 1916 Race Street, Philadelphia, PA 19103.

ASTM D5, *Test for Penetration for Bituminous Materials*, 1986.

ASTM D56, *Standard Method of Test for Flash Point by the Tag Closed Tester*, 1987.

ASTM D92, *Cleveland Open Cup Test Method*, 1990.

ASTM D93, *Standard Method of Test for Flash Point by the Pensky-Martens Closed Tester*, 1990.

ASTM D323, *Standard Method of Test for Vapor Pressure of Petroleum Products (Reid Method)*, 1990.

ASTM D2196, *Standard Method of Test for Rheological Properties of Non-Newtonian Materials*, 1986.

ASTM D3278, *Standard Method of Test for Flash Point by Setaflash Closed Tester*, 1989.

Appendix A Explanatory Material

This Appendix is not a part of the requirements of this NFPA document but is included for informational purposes only.

A-3-1.1 It is recommended that manufacturing buildings be limited to two stories in height, and preferably they should be one story or one story with mezzanine.

A-3-1.2 It is recommended that raw material and finished stock storage buildings be confined to one story in height.

A-4-4.5.1 Before adding solvents to the mill, it should be reliably inerted. If a high-pressure cylinder is used to supply the inert gas, it should be equipped with a reducing valve to add the inert gas at low pressure. Adequate ventilation to remove displaced air and vapors should be provided.

A-5-5.2 The discharge outlet from the portable shipping tank should be equipped with a spring-actuated fusible link valve or a dead-man valve.

A-6-1.3.2 Although nitrocellulose is classified as a flammable liquid by DOT, it is a solid, wetted with alcohol, and, as such, there is no "free" liquid in the drum. This means a leak of a damaged nitrocellulose drum will not result in a solvent spill that could create a serious flammable vapor in the storage area.

A-7-8 If the manufacturing building covers a large area containing several large mixers, change cans, and solvent-measuring tanks handling large quantities of flammable material, it is recommended that several large wheeled units be provided and strategically located near an exit.

A-7-9.1 For further information, see NFPA 11, *Standard for Low-Expansion Foam*; NFPA 11A, *Standard for Medium- and High-Expansion Foam Systems*; NFPA 12, *Standard on Carbon Dioxide Extinguishing Systems*; NFPA 12A, *Standard on Halon 1301 Fire Extinguishing Systems*; NFPA 12B, *Standard on Halon 1211 Fire Extinguishing Systems*; NFPA 16, *Standard on the Installation of Deluge Foam-Water Sprinkler and Foam-Water Spray Systems*; and NFPA 17, *Standard for Dry Chemical Extinguishing Systems*. Foam hose streams are valuable in extinguishing fires in tanks and indoor or outdoor fires in case of flammable or combustible liquid spills. Foam powder or foam liquid should be of the type suitable for specific solvent fires. A reasonable amount of foam-producing materials and equipment and adequate water supply, hose, and nozzles should be provided.

A-8-1 In order to keep unauthorized persons from premises with yard area, it is recommended that the yard be enclosed with an industrial fence or other suitable barrier. Installation of perimeter lighting and use of modern intrusion detection devices also might be warranted.

A-8-2 It is recommended that a committee with a rotating membership be organized and hold meetings at which safety and fire protection problems are discussed. Such discussions would include the procedure to be followed in carrying out routine as well as unusual work tasks.

Appendix B Operational Practices

This Appendix is not a part of the requirements of this NFPA document but is included for informational purposes only.

B-1 Safety Work Permit. Where repair work is to be performed by plant or outside personnel in a restricted area, a work permit authorized by the individual in charge should be issued after inspection is made to ensure safe procedures for the work specified. This permit should be restricted as to date and time for each specified job, with additional copies as needed. (See Figure B-1.)

B-2 Tank or Confined Space Safety Permit. Before any person is permitted to enter a tank or other confined space, someone in responsible authority should review in detail with those entering the enclosure the hazards of the product and the precautions that should be taken before work is started. The procedure (see Figure B-2) should be completed in detail before any person enters the confined space.

During the time personnel are in a tank or confined space, they should wear an approved safety harness with a line outside the tank that is held by a person outside the tank. The persons involved should be in visual and voice communication. At least one other person should be within calling distance.

Portable compressed gas and manually operated horn units to assist in attracting the attention of personnel might be desirable for rescue operations.

B-3 Preventive Maintenance. In most plants, a plan of regular scheduled shutdowns is followed. During these periods, repair work is undertaken that cannot be done safely or effectively while the plant is operating. This affords an excellent opportunity for detailed inspection of the equipment in order to detect and correct conditions that might be the cause of unnecessary hazards developing and untimely and costly interruptions in plant operations.

Safety Work Permit

To Department

For: (a) All repair work done by outside departments.

(b) Hot Work: Welding (gas or electric), burning, or any work requiring or producing heat, flame, sparks, or electric current.

(c) Entering a vessel. A.M.

Good for: Date Time P.M.

A.M.

To Date Time P.M.

Area

Describe work to be done

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NOTE: Write in "yes" or "no." If question does not apply, check if off, indicating that it has been given consideration.

1. Can the equipment be removed from the building?

2. Can this work be done other than by the use of flame?

3. Have all process materials (solids, liquids, gases) been removed from the equipment?

4. Can sparks ignite material in vicinity or on lower floors or levels?

5. Have connections been blanked off?

6. Have valves been tagged and/or locked closed?

7. Have switches been tagged open (Safety locks on push buttons not sufficient)?

8. Has equipment and all attached piping been cleaned?

With: Water Steam Inert Gas

9. Has equipment been ventilated?

10. Have trenches and sewer openings been covered and steam turned on?

11. Has gas test been made?

12. Is adjacent equipment safe?

13. Has worker been given proper instructions?

NOTE: Equipment or material to be removed for repair or disposal must be approved by Department Supervisor as free from dangerous materials.

Are there any special precautions to be observed?

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Operating Superintendent

Safety Fire Inspector

Maintenance Supervisor

Figure B-1 Sample safety work permit.

Approval Sheet for Work in Tanks or Confined Spaces

Location	Equipment	Material in Tank or Area	Date
Check	Preparation of Tank or Area		Explain if Not Checked
<input type="checkbox"/>	Tank steamed for hours.		
<input type="checkbox"/>	Flushed with water.		
<input type="checkbox"/>	Atmosphere tested and approved by Safety Dept. Representative or Supervisor.		
<input type="checkbox"/>	All lines disconnected or blanked off close to tank.		
<input type="checkbox"/>	Ventilated with blower.		
<input type="checkbox"/>	Blower checked by Electrical Department.		
<input type="checkbox"/>	Proper tools provided.		
<input type="checkbox"/>	Revolving tanks or tanks with stirrers or agitators are locked out.		
<input type="checkbox"/>	Fire Permit Issued. <input type="checkbox"/> No Permit.		
<input type="checkbox"/>	Life line checked and ready for use.		
<input type="checkbox"/>	Air mask ready for use.		
<input type="checkbox"/>	Extra worker present to be on hand entire time worker is in tank or confined area.		
<input type="checkbox"/>	Ladder to climb out of tank or area available.		
<input type="checkbox"/>	Other work in area that might create hazard to worker in tank or area investigated and, if necessary, stopped.		
<input type="checkbox"/>	Reasons for safety measures explained to worker about to enter tank.		
<input type="checkbox"/>	Proper fire equipment on site.		
What provisions have been made to handle the residue of the tank?			

Additional Remarks:

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OPER. DEPT. SUPERVISOR

ENG. DEPT. SUPERVISOR

APPROVED: SAFETY REP.

Figure B-2 Sample approval sheet for work in tanks or confined spaces.

Appendix C Referenced Publications

C-1 The following documents or portions thereof are referenced within this document for informational purposes only and thus are not considered part of the requirements of this document. The edition indicated for each reference is the current edition as of the date of the NFPA issuance of this document.

C-1.1 NFPA Publications. National Fire Protection Association, 1 Batterymarch Park, P.O. Box 9101, Quincy, MA 02269-9101.

NFPA 10, *Standard for Portable Fire Extinguishers*, 1994 edition.

NFPA 11, *Standard for Low-Expansion Foam*, 1994 edition.

NFPA 11A, *Standard for Medium- and High-Expansion Foam Systems*, 1994 edition.

NFPA 12, *Standard on Carbon Dioxide Extinguishing Systems*, 1993 edition.

NFPA 12A, *Standard on Halon 1301 Fire Extinguishing Systems*, 1992 edition.

NFPA 15, *Standard for Water Spray Fixed Systems for Fire Protection*, 1990 edition.

NFPA 16, *Standard on the Installation of Deluge Foam-Water Sprinkler and Foam-Water Spray Systems*, 1995 edition.

NFPA 17, *Standard for Dry Chemical Extinguishing Systems*, 1994 edition.

NFPA 30, *Flammable and Combustible Liquids Code*, 1993 edition.

NFPA 33, *Standard for Spray Application Using Flammable and Combustible Materials*, 1989 edition.

NFPA 34, *Standard for Dipping and Coating Processes Using Flammable or Combustible Liquids*, 1989 edition.

NFPA 49, *Hazardous Chemicals Data*, 1994 edition.

NFPA 68, *Guide for Venting of Deflagrations*, 1994 edition.

NFPA 69, *Standard on Explosion Prevention Systems*, 1992 edition.

NFPA 70, *National Electrical Code*, 1993 edition.

NFPA 77, *Recommended Practice on Static Electricity*, 1993 edition.

NFPA 86, *Standard for Ovens and Furnaces*, 1990 edition.

NFPA 91, *Standard for Exhaust Systems for Air Conveying of Materials*, 1995 edition.

NFPA 101, *Life Safety Code*, 1994 edition.

NFPA 231, *Standard for General Storage*, 1995 edition.

NFPA 231C, *Standard for Rack Storage of Materials*, 1995 edition.

NFPA 327, *Standard Procedures for Cleaning or Safeguarding Small Tanks and Containers Without Entry*, 1993 edition.

NFPA 385, *Standard for Tank Vehicles for Flammable and Combustible Liquids*, 1990 edition.

NFPA 496, *Standard for Purged and Pressurized Enclosures for Electrical Equipment*, 1993 edition.

NFPA 497A, *Recommended Practice for Classification of Class I Hazardous (Classified) Locations for Electrical Installations in Chemical Process Areas*, 1992 edition.

NFPA 505, *Fire Safety Standard for Powered Industrial Trucks Including Type Designations, Areas of Use, Maintenance, and Operation*, 1992 edition.

NFPA 600, *Standard on Industrial Fire Brigades*, 1992 edition.

NFPA 780, *Lightning Protection Code*, 1992 edition.

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The NFPA Codes and Standards Development Process

Since 1896, one of the primary purposes of the NFPA has been to develop and update the standards covering all areas of fire safety.

Calls for Proposals

The code adoption process takes place twice each year and begins with a call for proposals from the public to amend existing codes and standards or to develop the content of new fire safety documents.

Report on Proposals

Upon receipt of public proposals, the technical committee members meet to review, consider, and act on the proposals. The public proposals – together with the committee action on each proposal and committee-generated proposals – are published in the NFPA's Report on Proposals (ROP). The ROP is then subject to public review and comment.

Report on Comments

These public comments are considered and acted upon by the appropriate technical committees. All public comments – together with the committee action on each comment – are published as the Committee's supplementary report in the NFPA's Report on Comments (ROC).

The committee's report and supplementary report are then presented for adoption and open debate at either of NFPA's semi-annual meetings held throughout the United States and Canada.

Association Action

The Association meeting may, subject to review and issuance by the NFPA Standards Council, (a) adopt a report as published, (b) adopt a report as amended, contingent upon subsequent approval by the committee, (c) return a report to committee for further study, and (d) return a portion of a report to committee.

Standards Council Action

The Standards Council will make a judgement on whether or not to issue an NFPA document based upon the entire record before the Council, including the vote taken at the Association meeting on the technical committee's report.

Voting Procedures

Voting at an NFPA Annual or Fall Meeting is restricted to members of record for 180 days prior to the opening of the first general session of the meeting, except that individuals who join the Association at an Annual or Fall Meeting are entitled to vote at the next Fall or Annual Meeting.

"Members" are defined by Article 3.2 of the Bylaws as individuals, firms, corporations, trade or professional associations, institutes, fire departments, fire brigades, and other public or private agencies desiring to advance the purposes of the Association. Each member shall have one vote in the affairs of the Association. Under Article 4.5 of the Bylaws, the vote of such a member shall be cast by that member individually or by an employee designated in writing by the member of record who has registered for the meeting. Such a designated person shall not be eligible to represent more than one voting privilege on each issue, nor cast more than one vote on each issue.

Any member who wishes to designate an employee to cast that member's vote at an Association meeting in place of that member must provide that employee with written authorization to represent the member at the meeting. The authorization must be on company letterhead signed by the member of record, with the membership number indicated, and the authorization must be recorded with the President of NFPA or his designee before the start of the opening general session of the Meeting. That employee, irrespective of his or her own personal membership status, shall be privileged to cast only one vote on each issue before the Association.

Sequence of Events Leading to Publication of an NFPA Committee Document

Call for proposals to amend existing document or for recommendations on new document.



Committee meets to act on proposals, to develop its own proposals, and to prepare its report.



Committee votes on proposals by letter ballot. If two-thirds approve, report goes forward.
Lacking two-thirds approval, report returns to committee.



Report is published for public review and comment. (Report on Proposals - ROP)



Committee meets to act on each public comment received.



Committee votes on comments by letter ballot. If two-thirds approve, supplementary report goes forward. Lacking two-thirds approval, supplementary report returns to committee.



Supplementary report is published for public review. (Report on Comments - ROC).



NFPA membership meets (Annual or Fall Meeting) and acts on committee report (ROP and ROC).



Committee votes on any amendments to report approved at NFPA Annual or Fall Meeting.



Complaints to Standards Council on Association action must be filed
within 20 days of the NFPA Annual or Fall Meeting.



Standards Council decides, based on all evidence, whether or not to issue standard
or to take other action, including hearing any complaints.



Appeals to Board of Directors on Standards Council action must be filed
within 20 days of Council action.