

The following are guidelines. Client or Project Specifics may superseded this document. Consult Project Manager with conflicts.

| Task Step | Step Hazard | Hazard Mitigation | Picture |
|---|---|---|---------|
| 1. Pre-Task Requirements a. Identify Sprinkler Head Model and Location b. Identify System and known issues c. Complete Impairment Tag d. Contact Security with Shutdown information e. Follow FSS Shutdown Procedure | N/A | N/A | |
| 2. Sprinkler System Impairment a. Contact security; and bypass affected fire panels, if needed b. Shut down sprinkler riser control valve c. Log the time of shutdown on impairment tag d. Open drains; main first, then auxiliary or inspectors test. | a. N/A b. N/A c. N/A d. N/A | a. N/A b. N/A c. N/A d. N/A | |
| 3. Removing Sprinkler Head a. Select Proper Head Wrench b. With Head wrench remove sprinkler head until hand tight c. Using hand slowly back head out d. Remove head above bucket or drum to collect water | a. N/A b. Wrench slip c. Uncontrolled water release d. Water release | a. N/A b. Seat wrench on head properly c. Check head for resistance (pressure on head) d. Catch water with bucket or drum (have slam valve ready for excess water in system) | |
| 4. Prepare Head for Installation a. Select proper head (do not touch link on head) b. Apply Teflon tape or Teflon dope. | a. N/A b. Minor cuts | a. N/A b. Gloves | |
| 5. Install New Sprinkler Head a. Install head in fitting by hand (hand tight) b. Tighten head with proper head wrench. (align strut on head with run of pipe) | a. Minor cuts b. Wrench Slip | a. Gloves b. Gloves, seat head completely on head. | |
| 6. Refill and Charge Sprinkler System a. Close the main drain b. Slowly open system control valve c. Close auxiliary drain/inspectors test when water is present d. Watch system pressure build e. When pressure reaches system requirements; open valve fully f. Walk energized system; inspecting for leaks | a. N/A b. N/A c. N/A d. N/A e. N/A f. Slips, Trips, and Falls | a. N/A b. N/A c. N/A d. N/A e. N/A f. Watch for water from leaks, eyes on path, while inspecting for leaks only walk while looking at your path. | |
| 7. Close out Impairment Tag a. Complete Impair Resort portion of impairment tag. b. Submit completed Impairment tag to Impairment coordinator | a. N/A b. N/A | a. N/A b. N/A | |



INDUSTRIAL-STRENGTH CONSTRUCTION

Title: Replacing/Installing Sprinkler Head
Revision Date: N/A

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TASK SAFETY PROCESS

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****SPECIAL NOTES****

1. Contact Building Representative prior to initiating system shutdowns.
2. Follow customer shutdown and restore procedure.