

Fire Protection

1. Have the collections undergone significant damage from fire within the last five years? If yes, please describe.

2. What types of fire detection devices are installed (e.g., smoke sensors, heat sensors)?

Is the detection system connected to a 24-hour monitor?

What and where is that station or agency? What would the speed of response to an alarm be?

Is the detection system regularly maintained and tested? By whom?

3. Is there an automatic fire suppression system? What is the equipment (e.g., Halon, sprinklers, other)?

Is the suppression system regularly inspected and tested? By whom?

4. If there are sprinklers, are they wet pipe, dry pipe, or pre-action?

What is the activation temperature for the sprinkler heads?

Do the heads discharge individually?

Is there a sensor to automatically stop the water flow when the fire is extinguished?

How would an accidental discharge be detected and controlled?

If the system is gaseous, what type of gas is used? If discharged, what is the plan for replacing the supply or system?

5. Are portable fire extinguishers available? Where? What type?

Are they inspected yearly?

Has staff been trained to use the extinguishers?

6. Is there an evacuation plan for the building? Where is it posted or published?

Are fire drills held? How frequently?

7. Has there been a fire safety inspection of the building by the Fire Department or Fire Marshal within the past year?

8. If there is a book drop that opens into the building?

How is it secured against vandalism or arson?

Is there a smoke/heat detector directly above the opening of the drop?

Could the book drop be eliminated?

9. What are the highest priorities for improving fire protection?