



DEPARTMENT OF THE NAVY

FLEET AVIATION SPECIALIZED OPERATIONAL
TRAINING GROUP PACIFIC FLEET

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FASOTRAGRUPACINST 11320.1G
N1 17 MAR 1997

FASOTRAGRUPAC INSTRUCTION 11320.1G

Subj: FASOTRAGRUPAC SAN DIEGO FIRE BILL

Ref: (a) COMNAVBASESANDIEGOINST 11320.1 (Series)

1. Purpose. To publish procedures for the protection and safety of lives and property in the event of a fire, and to assign fire prevention responsibilities.

2. Cancellation. FASOTRAGRUPACINST 11320.1F Changes appearing in this instruction are extensive as to require a complete review. Therefore, revisions, deletions and additions have not been specifically identified.

3. General. The Master Gamewell Fire Alarm System is controlled and maintained by the NAS North Island Fire Division from Bldg. 33. When activated by a fire alarm box anywhere on the station, an alarm is automatically registered over the system's register and gong circuit. An alternate method of contacting the Fire Division is by telephone. Reference (a) promulgates general fire regulations for Naval Air Station, North Island.

4. Action to be taken in the event of fire.

a. Any person who discovers a fire shall immediately activate any available fire alarm system and warn occupants to evacuate any building(s) in or near the fire. All fires, including extinguished ones, shall be reported immediately to the Fire Department. Notification can be made as follows:

(1) Exterior Fire Alarm Box. Open the door and pull down the lever. Remain at the box to direct Fire Department units to the scene of the fire.

(2) Interior Alarm Box. Activate the same as an exterior fire alarm box, then proceed outside the building and direct arriving Fire Department units to the scene. For building 646, activate either the internal fire alarm located midway on each floor or the fire alarm box located across the street at the corner of BEQ 782. (Note: Activating the internal fire alarm in Building 646 will not notify the NAS North Island Fire Division).

(3) Telephone. Call the Fire Department at 9-911. State the exact location of the fire and what is burning, if known. Give your name, location and telephone number from which you are calling.

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DO NOT hang up until the dispatcher acknowledges all pertinent information. Proceed outside and direct arriving Fire Department units to the fire scene.

b. Use equipment on hand to extinguish the fire, if in your opinion it can be put out, with a hand held extinguisher, within 30 seconds. DO NOT ENDANGER YOURSELF OR OTHERS IN THIS EFFORT.

c. If time permits, close doors and windows to confine the fire and reduce air intake. AGAIN, DO NOT ENDANGER YOURSELF OR OTHERS IN THIS EFFORT.

d. All personnel except those assigned firefighting duties shall clear the area, and those not in the immediate fire area will also evacuate to a point of safety.

e. Notify the FASOTRAGRUPAC OOD (X59003) as quickly as circumstances permit.

5. Duties of the FASOTRAGRUPAC OOD.

a. Notify the Commanding Officer and Executive Officer.

b. Proceed to the scene of the fire and take charge until relieved by proper authority.

c. Exercise caution in utilizing personnel for the purpose of fighting fires. The high ignition potential of FASOTRAGRUPAC buildings renders fire fighting extremely hazardous, particularly for inexperienced personnel.

d. As soon as duties permit, or when the fire is under control, muster all hands for the purpose of determining the identity of any missing persons. Submit the muster report to the Admin Department as quickly as circumstances allow.

e. Ensure all pertinent information relating to the fire is entered in the command log.

6. Duties of the FASOTRAGRUPAC Senior Watch Officer. Ensure duty section personnel are thoroughly indoctrinated in the location and use of emergency fire fighting equipment and are familiar with the contents of this fire bill.

7. Fire wardens. A primary and alternate fire warden will be designated in writing for each building and must successfully complete a one hour Fire Warden Training course of instruction.

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8. Duties of a Fire Warden. Fire wardens will be responsible for:

a. Fire Bills. Fire Bill, NAVFAC Form 3-11320/4 (4-67), delineates the requisite action to be taken by personnel in the event of a fire. Fire wardens are responsible for the adequate and conspicuous posting of the Fire Bill in their respective spaces and for the indoctrination of their personnel. Fire Bills may be obtained from the Federal Fire Department, Fire Prevention Branch.

b. Evacuation Plans. A building Fire and Evacuation Bill will be developed by the fire warden and approved by the respective department heads. This evacuation plan shall be in the form of a schematic diagram of the building clearly showing all exits, escape routes and location of firefighting equipment and evacuation alarms. Plans should be at least 8" X 10" in size and be prominently posted at eye level, on bulletin boards and/or in conspicuous locations as necessary.

c. Training. Fire wardens shall ensure their personnel are properly instructed in fire prevention regulations. It is also their responsibility to provide annual training in fire prevention and first aid firefighting for their personnel. This training may be provided by Fire Department personnel upon request.

d. Fire Drills

(1) Fire wardens will schedule fire drills at least quarterly. An evacuation drill schedule shall be prepared in advance and forwarded to the NAS North Island, Fire Prevention Division and the Commanding Officer, Executive Officer and respective department head at least 72 hours prior to the scheduled drill. Drills will be supervised by a member of the Federal Fire Department, who will observe the immediate and orderly evacuation of the building and proper activating of the fire alarm by cognizant personnel. Drills will simulate a small local fire. No simulation devices will be used.

(2) Custodians of classified material will ensure classified material is secured within containers normally provided for storage, or the classified material is taken with the individual during the drill when storage is not readily accessible.

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(3) Before and after each fire drill, the FASOTRAGRUPAC OOD (X59003) will be notified.

(4) A report of all fire drills, identifying any discrepancies, will be forwarded to the Executive Officer via the Safety Officer.

e. Ensuring all fire extinguishers are at full working capacity by checking for the following discrepancies:

(1) Water Fire Extinguisher

(a) 100% full on gauge if in Red overcharge, it's still good).

(b) Check hose for wear or deterioration.

(c) Monthly inspection required. Initial and date inspection tag when completed.

(2) CO2 Fire Extinguisher

(a) If yellow tag is broken, bottle must be re-weighed.

(b) Must be weighed once a year.

(c) Check-hose for wear or deterioration

(d) Monthly inspection required. Initial and date inspection tag when completed.

(3) Halon "1211" fire extinguisher

(a) If yellow tag is broken, bottle must be checked for discharge.

(b) Arrow must be in Green zone on gauge.

(c) Check hose for wear or deterioration

(d) Monthly inspection required. Initial and date inspection tag when completed.

f. Refilling fire extinguishers by taking the fire bottle to Bldg. 791 or 792. There is no cost to the Command, as long as there is no misuse of fire extinguishers. If wear or deterioration exists, contact the Fire Department.

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- g. Ensure signs are posted identifying:
- (1) Auxiliary pull stations (with 9-911 phone number)
 - (2) Fire exits
 - (3) Fire extinguishers

9. Security Considerations. In the event of fire or smoke of undetermined origin, fire fighters shall be granted full access to any involved space or building. No person shall delay, deny access to, hinder, or restrict in any manner, or for any reason (security included), personnel assigned the task of saving life or property. In a fire/emergency situation, the life and safety of personnel are of paramount concern and security considerations are secondary.



M. T. SERHAN

Distribution:

FASOTRAGRUPACINST 5216.2V
Lists A and B