

Texas A&M Veterinary Medical Diagnostic Lab Procedures

24.01.01.V0.14 | Fire and Safety Compliance

Approved: February 22, 2012

Revised: August 18, 2016

Next Scheduled Review: August 18, 2021



PROCEDURE STATEMENT

The Texas A&M Veterinary Medical Diagnostic Laboratory (TVMDL) is committed to maintaining a safe environment for all employees and visitors. Compliance with applicable fire and life safety standards is a critical component of that commitment. Specifically, TVMDL is required to comply with the Life Safety Code, National Fire Protection Association (NFPA) 101, and other NFPA codes and standards referenced therein.

REASON FOR PROCEDURE

This procedure sets forth the guidelines and responsibilities for the Texas A&M Veterinary Medical Diagnostic Laboratory (TVMDL) Fire and Safety Compliance.

PROGRAM GUIDELINES AND RESPONSIBILITIES

1.0 PROGRAM

- 1.1 Employees at all levels must understand the importance of fire safety and support fire and life safety programs that include:
 - A. Code compliant design and construction of buildings;
 - B. Code compliant occupancy and operation of buildings and facilities;
 - C. Assignment and acceptance of fire safety responsibility and accountability at all levels;
 - D. Regular inspection and review of facilities and activities; and
 - E. Preventive maintenance of all fire and life safety systems, including fire extinguishers, fire detection and alarm systems, exit systems including marking and hardware, illumination systems including normal and emergency lighting and generators.
- 1.2 The TVMDL Safety Manual ([#1811](#)) and TVMDL Fire and Life Safety Program ([#2391](#)) are the approved documents that defines fire and life safety.

2.0 RESPONSIBILITIES

- 2.1 TVMDL Laboratory Safety Officer is responsible for:
 - A. Establishing, communicating, and maintaining appropriate fire and life safety procedures and programs as necessary to maintain compliance with applicable codes and standards;
 - B. Providing training opportunities in fire and life safety;
 - C. Responding to reports of unsafe conditions;

- D. Performing regular inspections of facilities and activities; and
- E. Ensuring preventive maintenance and testing of all fire and life safety systems, including fire detection and alarm systems, exit systems including marking and hardware and illumination systems, including normal and emergency lighting is routinely completed.

2.2 TVMDL Section Heads / Resident Directors are responsible for:

- A. Ensuring that all facility modifications and significant changes in use of facilities (e.g., changing an office to a laboratory, meeting room, etc.) under their responsibility receive prior review and approval;
- B. Understanding and enforcing fire and life safety policies;
- C. Ensuring employees receive appropriate fire and life safety training; and
- D. Correcting identified deficiencies.

2.3 TVMDL Employees are responsible for:

- A. Understanding and complying with all fire and life safety policies;
- B. Reporting any unsafe conditions to the TVMDL Laboratory Safety Officer; and
- C. Their personal fire and life safety.

3.0 EMERGENCY RESPONSE PLAN

TVMDL has developed and emergency response plan as required by the NFPA 101®, Life Safety Code®; TVMDL Emergency Response Plan ([#2390](#)).

4.0 COMPLIANCE

Plans for any renovation or new construction shall be submitted to the TVMDL Agency Operations Manager for review and compliance with the NFPA 101®, Life Safety Code® and other applicable state, federal, and local codes, standards, and regulations.

RELATED STATUTES, POLICIES, OR REQUIREMENTS

[System Policy 24.01](#), *Risk Management*

[System Regulation 24.01.01](#), *Supplemental Risk Management Standards*, and its associated standards

CONTACT OFFICE

Questions regarding this procedure should be referred to the Laboratory Safety Officer at 979-845-3414.