<<Facility Name>>

POLICY TITLE: FLOOR CARPETING

| APPROVED BY:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | Effective Date: \_\_\_\_\_\_\_\_ |
| --- | --- |
|  | Revised Date: \_\_\_\_\_\_\_\_ |

**I. POLICY**

It is the policy of <<Facility Name>> that all carpeting utilized within the building will meet applicable flammability requirements. The carpeting governed by this policy includes that intended to be installed on floors, ramps, stair treads and risers, and other walking surfaces.

**II.** **PURPOSE**

To ensure that residents, staff and visitors at <<Facility Name>> are protected against the rapid spread of fire by establishing procedures to be followed relating to the purchase and installation of floor carpeting.

**III. RESPONSIBILITY**

A. Responsibility for development and implementation of this policy rests with the facility safety officer.

B. Responsibility for ensuring that all floor carpeting procured for use at <<Facility Name>> meets applicable flammability requirements rests with the facility purchasing director.

C. Responsibility for approval of floor carpeting to be used in remodeling projects to ensure compliance with applicable flammability requirements rests with the facility environmental services director.

**IV. PROCEDURE**

A. Only floor carpeting that meets applicable flammability requirements will be specified for use as part of a renovation, remodeling or construction project at <<Facility Name>>. This will also apply to the purchase of finishes used to replace existing floor carpeting that is damaged or worn.

B. The vendor will be responsible for providing written documentation for each product purchased certifying that it complies with DOC FF-1 “Pill Test” (CPSC 16 CFR, Part 1630).

C. The vendor will be responsible for providing written documentation for each product intended for use in exit enclosures, exit passageways, corridors, and rooms or spaces not separated from corridors by full-height partitions extending from the floor to the underside of the ceiling certifying that, at a minimum, the carpeting is classified as a Class II interior floor finish based on testing performed in accordance with NFPA 253 or ASTM D 2859. In such spaces not protected by automatic fire sprinklers, only Class I materials will be allowed.

D. Purchasing will mark each piece of documentation to identify the specific location(s) in which the carpeting is present.

E. Purchasing will keep this documentation on file until the carpeting is removed from the building.

F. Interior floor-wall base

1. Interior floor trim material not exceeding 6 inches in height used at the junction of the wall and floor to provide a functional or decorative border (e.g. wall base, carpet cove) will meet one of the following criteria:
   1. The requirements for interior wall finish applicable to the location in which it is installed – **or**
   2. The requirements for Class II interior floor finish when tested in accordance with NFPA 253. In spaces not protected by automatic fire sprinklers, only Class I materials will be allowed to be used.
2. The vendor will be responsible for providing written documentation for each product purchased identifying the rating of the product when tested in accordance with ASTM E 84, ANSI/UL 723 or NFPA 253.
3. Purchasing will mark each piece of documentation to identify the specific location(s) in which the floor-wall base is present.
4. Purchasing will keep this documentation on file until the floor-wall base is removed from the building.