Hosted by: **Michigan Catholic Conference**

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Preparing for Winter Weather Property Hazards

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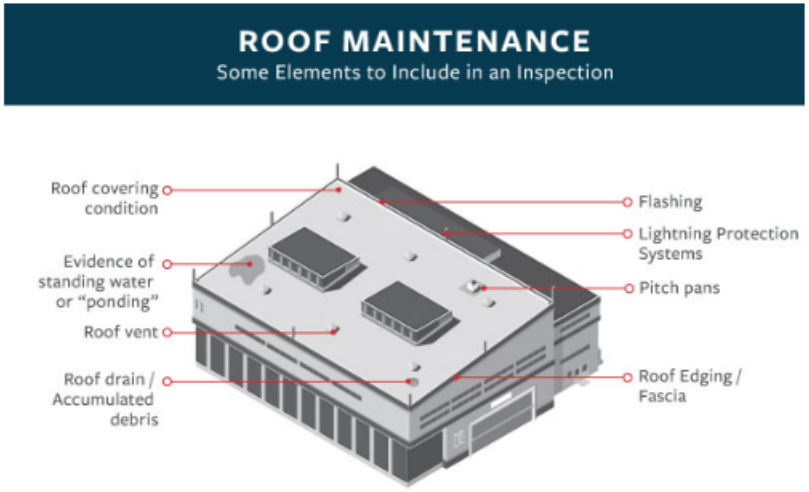
Remember when snow was fun?

Agenda

- **What Can Go Wrong?**
  - **Roof Issues**
  - **Frozen Pipes**
  - **Power Failure**
  - **Property Fires**

- **What you can do to limit damage**

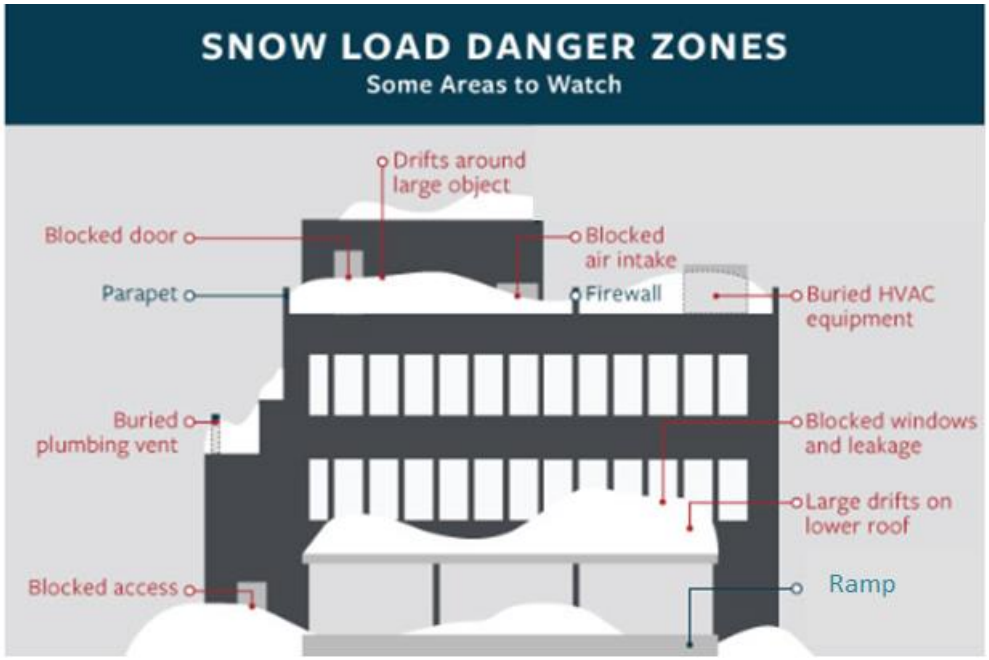
What Can Go Wrong?
Is Roof Ready for Winter?



A comprehensive roof maintenance program should include, at minimum, the following basic steps:

- Keep roofs clean and free of debris
- Keep drainage systems clear and functional
- Eliminate / make repairs to areas with standing water or "ponding"
- Train maintenance personnel on roof construction and related ongoing maintenance needs
- Restrict roof access to authorized personnel only
- Limit penetrations of the roof system
- Monitor sloped roofs with overhangs for the creation of ice dams and add insulation to the attic as necessary

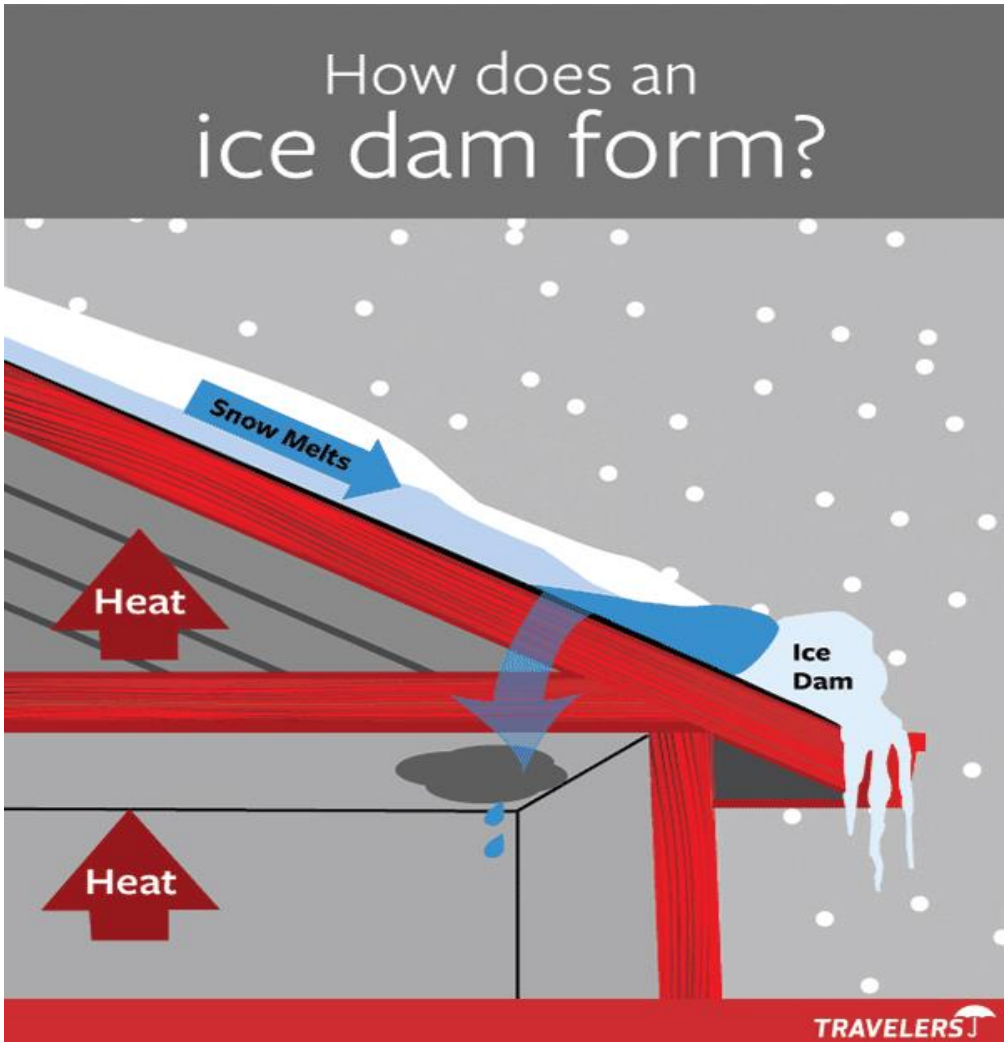
What Can Go Wrong?
Too Much Snow?



What Can Go Wrong?
Roof Collapse

What Can Go Wrong?

Do you have a sloped roof?



What you can do:
Sample Roof Inspection Checklist

Roof Area: _____
Inspector: _____

1. Supporting Structures:
   - Exterior and Interior Walls
     Expansion/Contraction _____
     Settlement Cracks _____
     Deterioration _____
     Moisture Stains _____
     Physical Damage _____
     Comments: _____
   - Exterior and Interior Roof
     Securement _____
     Expansion/Contraction _____
     Structural Deterioration _____
     Water Stains _____
     Physical Damage _____
     Attachment of Felts/Insulation _____
     New Equipment/Alterations _____
     Comments: _____
2. Roof Condition:
   - General Appearance
     Debris _____
     Drainage _____
     Physical Damage _____
     General Condition _____
     New Equipment _____
     Comments: _____
   - Surface Condition
     Bare Spots in Ballast _____
     Cracking/Splitting _____
     Contamination _____
     Comments: _____
   - Membrane Condition
     Blistering _____
     Splitting _____
     Ridging _____
     Unwelded Laps _____
     Punctures/Slices _____
     Adhesion to Substrate _____
     Fasteners _____
     Comments: _____
3. Flashing Condition:
   - Base Flashing
     Punctures _____
     Deterioration _____
     Open Laps _____
     Attachment _____
     Ridging or Wrinkling _____
     Comments: _____
   - Counter Flashing
     Open Laps _____
     Punctures _____
     Attachment _____
     Rusting _____
     Fasteners _____
     Caulking _____
     Comments: _____
   - Coping
     Open Fractures _____
     Punctures _____
     Attachment _____
     Rusting _____
     Drainage _____
     Fasteners _____
     Caulking _____
     Comments: _____
4. Roof Edging/Fascia:
   Splitting _____
   Securement _____
   Rusting _____
   Fasteners _____
   Punctures _____
   Comments: _____
5. Roof Penetrations:
   - Equipment Base Flashing
     Open Laps _____
     Punctures _____
     Attachments/Fasteners _____
     Comments: _____
   - Equipment Housing
     Counter Flashing _____
     Open Seams _____
     Physical Damage _____
     Caulking _____
     Drainage _____
     Comments: _____

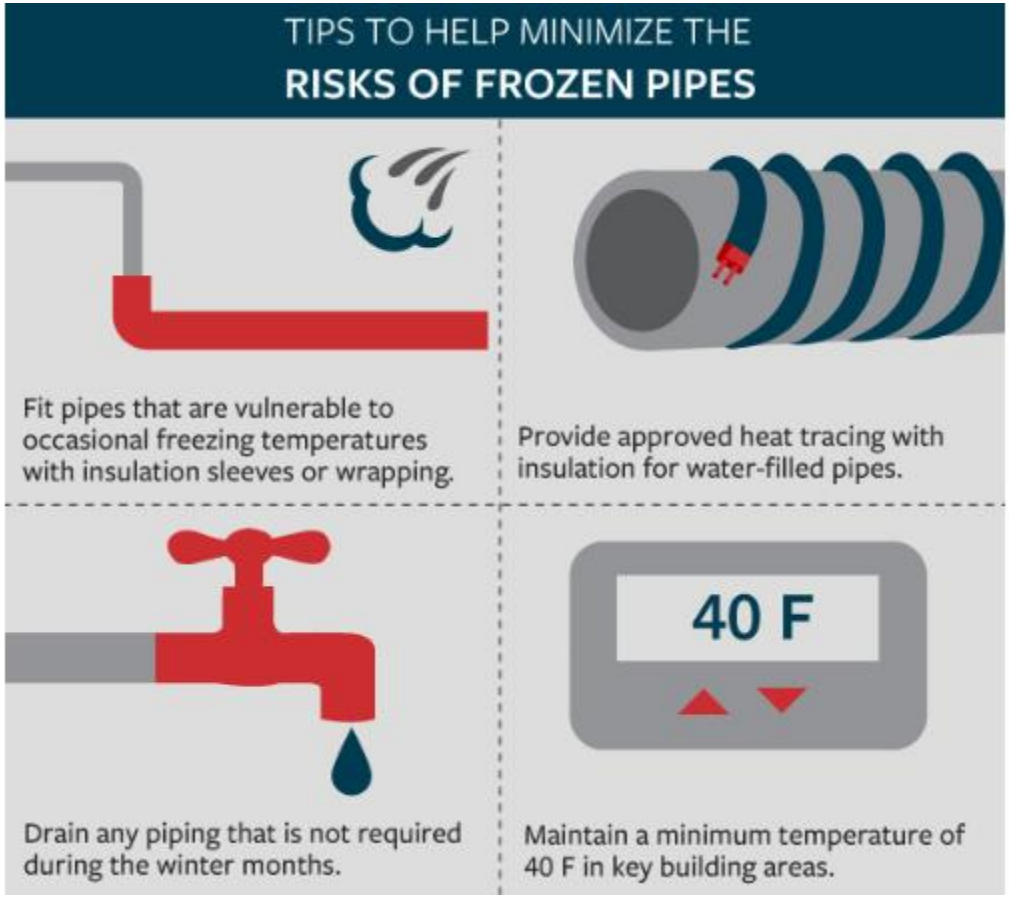
What Can Go Wrong?
Frozen Water Pipes

- How do you Prevent Pipes From Freezing?
- Which Pipes are at Risk?

What you can do:

What you can do:
Tips to Minimize Risks of Frozen Pipes

- Water Piping
- Fire Protection Sprinklers

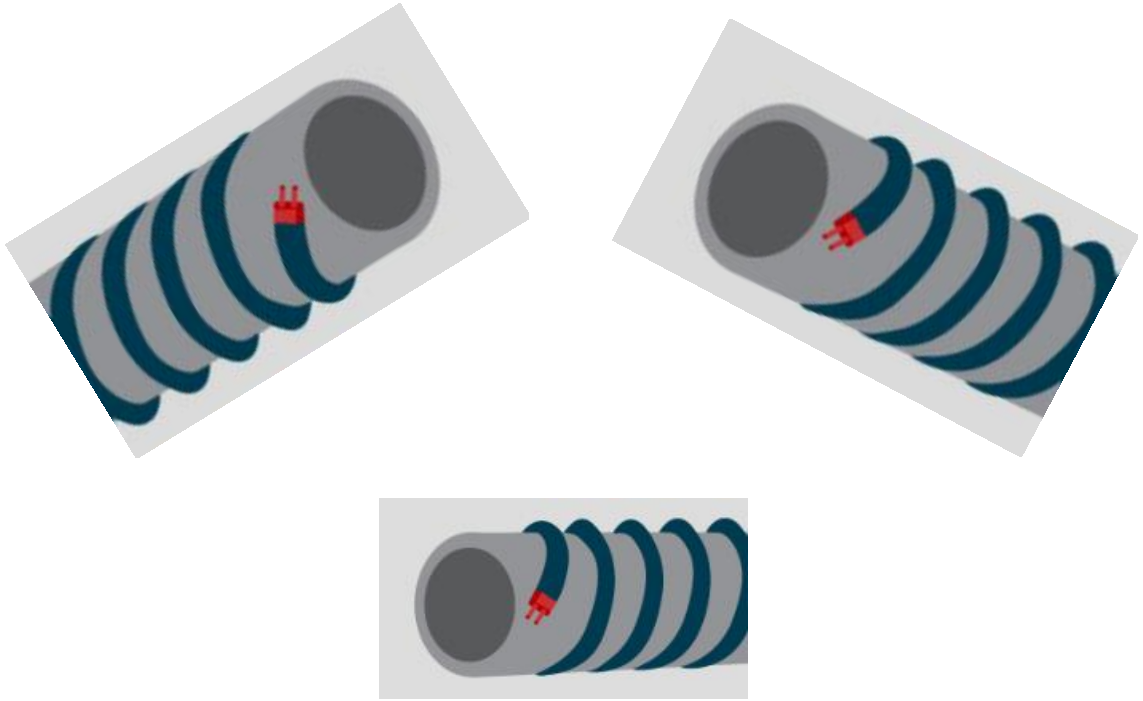


What you can do:
Remember Unheated Crawl Spaces and Concealed Spaces

What you can do:
Maintain 40 degrees+

- Insulate your buildings
- Evaluate the building envelope
- Add weather stripping around doors and caulk windows to guard against drafts and heat loss.

What can you do:
Why and When to use Heat Tape?



What Can Go Wrong?

Why should you be concerned about Hot Works?

What can you do:
Hot Work Permit System

PERMIT

FOR CUTTING AND WELDING
IMPORTANT – Follow precautions indicated *

Building:
Permit Issue Date:
Dept./Area: Floor:
Work to be done:

Permit Expires:
Operator Name:
Assigned Fire Watch Name:

Signed by: _____
(*Individual responsible for authorizing welding and cutting*)
Title: _____

Time Started: _____ Completed: _____

** Complete this Hotwork Permit (by tabbing through each highlighted area and typing in each field) including having the precautions followed, signed by someone in authority and hang this permit in the vicinity of the hotwork operation. Areas not highlighted are intended to be completed on-site using pen. Once the hotwork is completed and the area observed and signed off as being safe, sign this permit and retain it for review by Travelers Risk Control.*

File for Travelers Risk Control Consultant's Review

DANGER

PRECAUTIONS TO PREVENT FIRES

DO NOT CUT OR WELD UNTIL THE FOLLOWING PRECAUTIONS HAVE BEEN TAKEN

Check each item below.

__ The work area was personally examined.
__ Sprinkler system is in operation.
__ There are no flammable liquids or un-purged tanks in the area.
__ The job will be confined to the area described on permit.
__ Floors are clean.
__ All combustibles have been located 35 feet from the job area and/or protected.
__ All floor and walls openings within 35 feet have been covered tightly.
__ Fire watchers have been assigned to the area and know how to give alarm.
__ Ample extinguishing equipment for immediate use has been provided.
__ All cutting & welding equipment was found to be in good repair.

FINAL CHECK-UP

The work area was observed for at least 30 minutes after work was completed and found fire safe.

Signed: _____

Title: _____

Date: _____ Time: _____

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What Can Go Wrong?

How about your Fire Protection Systems?

What can you do:
Make Sure that Systems are Ready!

Perform regular inspections of fire protection systems including alarms, sprinkler systems and fire extinguishers

What Can Go Wrong?
The Power Goes Out, Now What?

Polling Question

Why is it important to visually inspect Sprinkler System valves?

- To ensure valves are fully open
- To make sure that they are working properly
- To ensure they have proper lubrication
- Check on valve supervision devices
- All of the above

What Can Go Wrong?

During Power Failure, What Happens to Your Fire Alarm System?

What You Can Do:
What does Power Failure mean to You?

What we covered

- **Roof Issues**
- **Frozen Pipes**
- **Power Failure**
- **Property Fires**

Steps to Take Before Winter Arrives

- Safety Measures
- Trim Trees
- Steps & handrails
- Supplies & equipment

Steps to Take Before Winter Arrives

1. Check all heating systems for proper operation

2. Develop plan to respond to lengthy power failure and loss of heat

3. Maintain safe roof access. Keep roof drains clear & remove excess snow loads from roof.

4. Line up ahead of time licensed contractors to assist with protecting your buildings. This may include: sprinkler contractor, plumbers, electricians, roofers, HVAC, and snow removal companies

5. If for any reason if your fire alarm or fire sprinkler system is impaired follow your impairment procedures and call your local Travelers RCC.

Winter Weather Checklist

Winter Weather Checklist

By: _____

Date: _____

Almost every building in North America is subject to severe winter weather, such as blizzard conditions, ice storms and severe cold (Arctic Freeze). This is true not only of facilities located in the central and northern portions of the continent, but also has occurred in areas as far south as Florida and Texas. Indeed, loss histories indicate the areas that are most vulnerable to damage are the southern portions of the country because they are not accustomed to long periods of prolonged cold.

For these reasons, it is important that every facility prepare in advance for the possibility of severe winter weather. The following checklist provides a starting point in developing a comprehensive plan to prevent unnecessary losses that can result from winter weather conditions.

SPRINKLER SYSTEMS	**YES**	**NO***
1. Unattended areas inspected hourly or temperature monitored by central station?		
2. Concealed spaces containing piping provided with adequate heat?		
3. Building heat maintained at or above 40ºF for areas protected by wet pipe sprinklers?		
4. Solution strength of anti-freeze systems has been checked?		
5. Dry pipe valve enclosures are adequately heated and monitored?		
6. Dry pipe valves are properly set and proper air pressure maintained in the system?		
7. Dry pipe system air pressure electrically supervised or visually inspected daily?		
8. Dry pipe system auxiliary drains and low point drains have been drained?		
WATER SUPPLIES	**YES**	**NO***
1. Fire pump room heat maintained at 40ºF (70ºF for diesel engine without heater)?		
2. Diesel drivers provided with water jacket heater to maintain temperature of 120ºF?		
3. Fire pumps operated weekly?		
4. Water supply reservoirs heated and monitored to maintain temperature over 40ºF?		
5. Gravity tank expansion joints and riser boxing in good condition? Any leaks in tank corrected?		
6. Hydrants, valves and fire department connections are accessible and cleared of snow?		
7. Caps for fire hydrants and fire department connections are in place and operate freely?		
8. Fire hydrants are drained and lubricated? (Date completed: _____)		
9. Control valves are open, lubricated and provided with electronic supervision or locked open?		
10. Valve pits are dry and accessible?		
BUILDING FEATURES	**YES**	**NO***
1. Building heating system repairs or annual maintenance scheduled before cold weather?		
2. Heating equipment, combustion controls and safety devices tested for proper operation?		
3. Windows and doors in good repair and properly weather-sealed?		
4. Gutters, downspouts and roof drains are clear?		
5. Roofs visually inspected for water ponding, structural deficiencies, etc.?		
6. Areas subject to freezing provided with non-freeze type fire extinguishers?		
7. Designated individuals authorized to initiate a winter weather alert?		
8. Procedure for monitoring snow depth on roofs and snow removal action plan established?		
9. List of equipment containing water that is to be drained before cold weather?		
10. List of suppliers for portable boilers and/or heating units developed?		
LIST OTHER FEATURES UNIQUE TO YOUR FACILITY	**YES**	**NO***

Questions?