

GEORGIA DEPARTMENT OF CORRECTIONS Standard Operating Procedures		
Functional Area: SUPPORT SERVICES/FIRE SERVICES	Reference Number: IVN11-0001	Revises Previous Effective Date:
Subject: PROCUREMENT OF INMATE LIVING AREA FURNISHINGS & FACILITY FIRE PERFORMANCE INTERIOR FINISH CHARACTERISTICS		NEW
Authority: WETHERINGTON/HODGE	Effective Date: 4/01/02	Page 1 of 2

I. POLICY:

To delineate Purchasing procedures which ensure adequate Fire performance characteristics of furnishings in and interior finish materials and bedding in inmate housing areas.

II. APPLICABILITY:

All facilities, units, offices, and sections operating under GDC Management.

III. RELATED DIRECTIVES:

- A. D.O.A.S. - Agency Purchasing Manual
- B. GDC Purchasing - Purchasing Manual
- C. National Fire Protection Association codes and standards (See attachment #1)

IV. DEFINITIONS:

See SOP IVD01-0001

V. ATTACHMENTS:

ATTACHMENT 1 Related Directives

VI. PROCEDURE:

- A. Inmate living area furnishings/fire performance characteristics.

Functional Area: SUPPORT SERVICES/FIRE SERVICES	Prev. Eff. Date: NEW	Page 2 of 2
	Effective Date: 4/01/02	Reference Number: IVN11-0001

1. Examples of items which may be allowed in inmate living areas provided they meet the minimum fire safety requirements: draperies, floor coverings, trash containers, storage cabinets, mattresses and bedding.
2. Examples of items which are not allowed in inmate living areas are: untreated wood furnishings, untreated Class A combustibles, i.e., paper and wood products, unless stored in fire retardant containers, live Christmas trees and combustible decorations.
3. To ensure that all future procurement of material/furnishings for inmate living areas meet the minimum Fire Safety Standards, the following statement must appear in all bids and purchase orders:
 - a. All material/furnishings shall meet the minimum fire safety requirements of the Life Safety Code and have been tested in accordance with standard methods of the National Fire Protection Association Manual.
4. All facilities must verify that the material/furnishings in inmate living areas meet the minimum fire safety standards by:
 - a. Require the vendor to supply documentation that the materials/furnishings used in inmate living areas have been tested.
 - b. Submitting each product's fire test performance data to GDC Fire Services for review of the test data to insure compliance with all applicable codes and standards.
5. Mattresses and pillows must meet the requirements of NFPA 101-6-6.