

STARWOOD

HOTELS & RESORTS WORLDWIDE, INC.

FIRE AND LIFE SAFETY SYSTEM STANDARDS



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Purpose

This standard is intended to help ensure the reliability and state of readiness of fire and life safety systems by summarizing the inspection, testing, maintenance, and operating standards for fire and life safety systems in Starwood properties in the North America Division.

Scope

Fire and life safety systems work together to protect both life and property. However, these systems only achieve their purpose when they are properly operated and maintained. This standard outlines the fire and life safety systems required in a Starwood property, and summarizes how these systems work together to improve fire and life safety.

Individual, detailed standards have also been written for each major element of the fire and life safety system as follows:

1. **Fire Alarm and Communication Systems**
2. **Fire Sprinklers, Standpipes, and Water Tanks**
3. **Kitchen Extinguishing Systems, Hoods, and Ducts**
4. **Emergency Power Systems**
5. **Fire Pumps**
6. **Smoke Control Systems**
7. **Smoke Detectors and Alarms**
8. **Portable Fire Extinguishers**

Fire and life safety systems are “engineered” to meet the fire protection requirements of each specific Starwood property. Although much of the fire and life safety system may be similar from property to property, there will always be property specific elements required to meet the specific needs of each individual facility. Detection and alarm systems, sprinkler systems, emergency power systems, and smoke control systems will all be property specific.

- ❖ **Training, operating protocols, inspection and testing checklists, and maintenance routines must be developed that are specific to the property, and specific to the equipment and systems installed at the property.**

In all cases, the operation, inspection, testing, and maintenance procedures for fire protection equipment should follow the higher requirements of Starwood Standards, the

local Authorities Having Jurisdiction, NFPA Standards, and manufacturers' instructions and guidelines.

Policy Statement

This policy applies to all owned and managed Starwood properties in the North America Division. Exceptions must be approved in writing by the Risk Management Department.

1. Inspection, testing, maintenance, and operational standards outlined in this **Fire and Life Safety System Standards** shall be followed.
2. Staff shall be trained as required in the proper operation of fire and life safety systems.
3. Staff shall be drilled as required in the proper operation of fire and life safety systems.

Regulatory Requirements

The regulatory framework for fire and life safety systems has its foundation in a series of National Fire Protection Association (“NFPA”) published standards and codes;

- ❖ **NFPA 10** *Standard for Portable Fire Extinguishers*
- ❖ **NFPA 13** *Standard for the Installation of Sprinkler Systems*
- ❖ **NFPA 14** *Standard for the Installation of Standpipes and Hose Systems*
- ❖ **NFPA 17A** *Standard for Wet Chemical Extinguishing Systems*
- ❖ **NFPA 20** *Standard for the Installation of Stationary Pumps for Fire Protection*
- ❖ **NFPA 25** *Standard for the Inspection, Testing, and Maintenance of Water-Based Fire Protection Systems*
- ❖ **NFPA 37** *Standard for the Installation and Use of Stationary Combustion Engines and Gas Turbines*
- ❖ **NFPA 70** *National Electrical Code*
- ❖ **NFPA 72** *National Fire Alarm Code*
- ❖ **NFPA 75** *Standard for the Protection of Information Technology Equipment*
- ❖ **NFPA 80** *Standard for Fire Doors*
- ❖ **NFPA 82** *Standard on Incinerators and Waste and Linen Handling Systems*
- ❖ **NFPA 88A** *Standard for Parking Structures*
- ❖ **NFPA 90A** *Standard for the Installation of Air-Conditioning and Ventilating Systems*
- ❖ **NFPA 92A** *Standard for Smoke-Control Systems*
- ❖ **NFPA 92B** *Standard for Smoke Management Systems*
- ❖ **NFPA 96** *Standard for Ventilation Control and Fire Protection of Commercial Cooking Operations*
- ❖ **NFPA 101** *Life Safety Code*
- ❖ **NFPA 110** *Standard for Emergency and Standby Power Systems*
- ❖ **NFPA 720** *Standard for the Installation of Carbon Monoxide (CO) Detection and Warning Equipment*

Most local Authorities Having Jurisdiction (“AHJ’s”), codes, standards, and regulations refer to these NFPA documents to establish their requirements for fire and life safety systems in a hotel setting. In most cases, compliance with these standards will meet regulatory requirements for fire and life safety system operation, maintenance, and testing in Starwood properties.

It is important to remember that regulatory standards are necessarily general in nature, and that they typically establish minimum thresholds for compliance. Starwood’s standards may exceed regulatory requirements in certain circumstances and conditions.

Nothing in this standard supercedes or replaces applicable codes, regulations, ordinances, nor the requirements of the local AHJ. This standard is not intended to address the applicability of local codes or ordinances which may be more stringent. Engineering personnel should be knowledgeable of and comply with local codes or ordinances which apply to their property.