

April 17, 2015

DIRECTIVE:	JOB CORPS PROGRAM INSTRUCTION NO. 14-29
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TO: ALL JOB CORPS NATIONAL OFFICE STAFF
ALL JOB CORPS REGIONAL OFFICE STAFF
ALL JOB CORPS CENTER DIRECTORS
ALL JOB CORPS CENTER OPERATORS
ALL NATIONAL TRAINING AND SUPPORT CONTRACTORS
ALL OUTREACH, ADMISSIONS, AND CTS CONTRACTORS

FROM: LENITA JACOBS-SIMMONS
National Director
Office of Job Corps

SUBJECT: Preventing Damage to Job Corps Facility Sprinkler Systems

1. Purpose. To direct the Job Corps community to take immediate action to ensure center facility sprinkler systems are protected from damage and maintained in good working order.
2. Background. Recently, a Job Corps center dormitory fire sprinkler was damaged when a student hung clothing on a wire hanger from a sprinkler head. When the student's roommate opened the door, the door caught the hanger, thereby damaging the sprinkler head. This resulted in major flooding throughout the building – the level on which the room is located, as well as on lower levels. The cost to repair the sprinkler system, remove water from the building, clean and/or remediate mold, and repair other property damage is expected to cost more than \$150,000.

The Occupation Safety and Health Administration (OSHA) and the National Fire Protection Association (NFPA) laws require automatic sprinklers to be protected from mechanical damage. The NFPA specifically prohibits hanging or resting materials on sprinkler components. When sprinkler heads or piping are damaged, they cannot operate as designed.

Job Corps Center Operators must take action beyond verbally informing students and staff that it is a violation of the law to obstruct sprinklers. Further, although disciplinary action against students who knowingly destroy property or violate safety rules is required in accordance with Job Corps' Zero Tolerance policy as detailed in the Policy and Requirements Handbook (PRH) Exhibit 3-1 ("Infraction Levels and Appropriate Center Actions"), such actions are reactive, and will fail to cover the expense of damages and potential injury to students and staff.

3. Action. Job Corps centers are required to affix warning labels, in close proximity to all sprinkler heads in dormitories, which inform occupants of the risk of hanging items from sprinklers. Examples of appropriate labels can be viewed at the following Web sites:

- http://cdn.compliancesigns.com/media/NH/fire-emergency/300/Fire-Sprinklers-Sign-NHE-10015_300.gif
- http://hdsupplysolutions.com/wcsstore/ThdsMroUs/product/fm/large/75/757114_K_L.jpg
- http://cdn.compliancesigns.com/media/NH/fire-emergency/150/Fire-Sprinklers-Sign-NHE-13871_150.gif

Additionally, in accordance with PRH Chapter 5, Section 5.15, R2 (“Required Inspections and Observations”), as part of each Job Corps center’s required inspections and observations process, Safety Officers must ensure items are not hung from or resting on sprinkler systems.

Addressees are to ensure this Program Instruction Notice is distributed to all appropriate staff.

4. Expiration Date. Until superseded.
5. Inquiries. Direct all inquiries to Marsha Fitzhugh at (202) 693-3099, or fitzhugh.marsha@dol.gov; or Heather Edmonds at (202) 693-3774, or edmonds.heather@dol.gov.