AIRE Tool Kit

Fire System Impairment

Defining the Objective

A fire protection system impairment occurs when a fire protection or detection feature (such as a sprinkler system, fire pump, water supply or fire alarm) is taken out of service, either fully or partially, whether planned or unplanned. During an impairment, a building or area has reduced fire protection, which increases the risk of fire loss and requires active management until protection is restored.

Timely identification and control of impairments are critical to protecting people, property, and business continuity.

Why Impairment Management Matters

An effective fire impairment management process helps to:

- Ensure impairments are identified, communicated, and supervised
- Reduce the likelihood and severity of fire losses during reduced protection
- Confirm appropriate temporary safeguards are in place
- Support prompt restoration of fire protection systems

Using the Fire System Impairment Form

The Fire System Impairment Form is used to notify Arch Insurance Risk Engineers when a fire protection system is impaired and to document how the impairment is managed from start to finish. See pages 2 and 3 for a copy of the Form.

When a system is taken out of service, the form is used to record:

- The impaired system or component and area affected
- The reason for the impairment and anticipated duration
- Notifications made to management, service providers, and authorities
- Temporary risk controls implemented during the impairment
- If this system impairment was for a "planned" reason such as a testing, maintenance, or construction activity, or in response to an "unplanned" emergency, such as repairing a broken or leaky sprinkler head.

When the system is restored, the form is used to confirm:

- The system has been returned to service and tested
- Required notifications have been completed
- Temporary safeguards have been removed and normal protection reinstated

This documentation helps ensure impairments are properly controlled, minimized in duration, and fully resolved.

When to Notify Arch Insurance Risk Engineers

Policyholders should notify Arch Insurance Risk Engineers of non routine fire protection system impairments, particularly those that are unplanned, extended in duration (greater than 8 hours), or affect critical fire protection features. Early notification allows Risk Engineers to provide guidance on interim risk controls and restoration priorities. If you have questions, please contact your regular AIRE representative or email aire@archinsurance.com.

Having the right partner changes everything

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TAG NUMBER

Arch | Insurance

FIRE SYSTEM IMPAIRMENT FORM

PART 1: Retain with Person Authorizing

Impairment Notification Reminder:

- ☐ Plant Management Notified
- ☐ Public Fire Dept. Notified
- ☐ Maintain operational all possible fire systems
- ☐ Notify Alarm Service Co. & Plant Security
- ☐ Notify Arch Risk Engineering (Only on non-maintenance activity and lasting longer than 8-hrs. AIRE@archinsurance.com)

Authorized By (Signature):	Date:	Time:

Precautions Taken (check all applicable):

- ☐ Emergency Response Notified
- ☐ Hazardous Operations Stopped
- ☐ Hot Work Operations Stopped
- ☐ Smoking Restricted
- ☐ Continuous Monitoring of Impaired Area
- ☐ Fire Hose Laid Out
- ☐ Other

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RETAIN as reminder of impairment until PART 2 of tag is returned.

RETAIN PART 2 for your records and insurance review for two-years.

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FIRE SYSTEM IMPAIRED TAG

PART 2: Secure to Impaired System/Component Until Completed

Impaired System or Component:		
Area Protected:		
Work to Be Completed:		
Expected Duration:		
System Taken Out Of Service By:	Date:	Time:

Restoration Checklist Once Work Completed:

- ☐ Return any fire system component taken out of service to active status
- ☐ Return alarm system to active status
- ☐ Notify Alarm Service Co. on system restoration
- ☐ Test system to verify system is operational
- ☐ Notify management of system being restored
- ☐ Notify fire department that work has been completed
- ☐ Notify Arch Risk Engineering if notified, that work has been completed AIRE@archinsurance.com
- ☐ Return all equipment used in fire monitoring to their normal location

System Returned to Service By:	Date:	Time:

Mgr. Clearing Impairment & Confirmed System is Restored:	Date:	Time:

RETURN PART 2 to person who authorized the work for record keeping purposes.