



National Fire Protection Association

1 Batterymarch Park, Quincy, MA 02169-7471
Phone: 617-770-3000 • Fax: 617-770-0700 • www.nfpa.org

NFPA 551 ROP Agenda

**NFPA Technical Committee on
Fire Risk Assessment Methods
(FIR-AAA)**

August 3, 2011
Teleconference/Web Meeting
2:00 PM to 3:00 PM - EDT

Dial-In: 877-320-2367
Participant Code: 3156164

1. Call meeting to order at 2:00 PM by Chair Douglas Crawford, Wednesday, August 3, 2011.
2. Self-introduction of members and guests. **See Page 2**
3. Approval of 24 June 2010 meeting minutes. **See Page 5**
4. Review Fall 2012 revision cycle schedule. **See Page 15**
5. Staff Report. (K. Collette)
6. Preparation of NFPA 551 ROP. **See Page 16**
7. Other business.
8. Scheduling of next meeting.
9. Adjournment.

Address List No Phone

7/18/2011
Kristin Collette
FIR-AAA

Fire Risk Assessment Methods

Douglas Crawford Chair Office of the Fire Marshal of Ontario, Canada 5775 Yonge Street, 7th Floor North York, ON M2M 4J1 Canada	E 7/20/2000 FIR-AAA	Shane M. Clary Principal Bay Alarm Company 60 Berry Drive Pacheco, CA 94553 Automatic Fire Alarm Association, Inc. Alternate: Rodger Reiswig	M 10/20/2010 FIR-AAA
D. Allan Coutts Principal URS Safety Management Solutions LLC PO Box 5388 Aiken, SC 29804-5388	U 4/28/2000 FIR-AAA	William W. Doerr Principal FM Global 1151 Boston-Providence Turnpike PO Box 9102 Norwood, MA 02062-9102 Alternate: Kumar R. Bhimavarapu	I 10/4/2001 FIR-AAA
Kenneth W. Dungan Principal Risk Technologies, LLC 1310 Centerpoint Boulevard Knoxville, TN 37932	SE 4/28/2000 FIR-AAA	Michael A. Falzarano Principal Tyco Electronics 1050 Westlakes Drive Berwyn, PA 19312-2423	M 8/5/2009 FIR-AAA
Russell P. Fleming Principal National Fire Sprinkler Association, Inc. 40 Jon Barrett Road Patterson, NY 12563 Alternate: Victoria B. Valentine	M 4/28/2000 FIR-AAA	Simon Foo Principal Public Works & Government Services Canada (PWGSC) Technology Directorate Place du portage 3, Floor 8B1 11 Laurier Street Hull, QC K1A 0S5 Canada	U 7/20/2000 FIR-AAA
Tonya L. Hoover Principal CAL Fire, Office of the State Fire Marshal 1131 S Street PO Box 944246 Sacramento, CA 94244-2460	E 11/2/2006 FIR-AAA	Morgan J. Hurley Principal Society of Fire Protection Engineers 7315 Wisconsin Avenue, Suite 620E Bethesda, MD 20814	U 4/28/2000 FIR-AAA
Frank L. Keisler, Jr. Principal CNA Insurance Company 425 Arborshade Trace Duluth, GA 30097-8069	I 8/5/2009 FIR-AAA	Muhammad S. Mahtab Principal Latitude Marine Consultants 2389 Dawes Hill Road Coquitlam, BC V3K 6T2 Canada	SE 8/5/2009 FIR-AAA
Brian J. Meacham Principal Worcester Polytechnic Institute 100 Institute Road Worcester, MA 01609	SE 7/20/2000 FIR-AAA	James W. Naylor Principal Washington Savannah River Company Building 722-5A PO Box 616 Aiken, SC 29801	U 11/2/2006 FIR-AAA

Address List No Phone

7/18/2011
Kristin Collette
FIR-AAA

Fire Risk Assessment Methods

Roz Nielsen Principal BC Hydro 6911 Southpoint Drive OC1 Room 107 Burnaby, BC V3N 4X8 Canada	U 10/27/2009 FIR-AAA	Dale Peleski Principal SUPERVALU Inc. PO Box 990 Minneapolis, MN 55440	U 1/10/2008 FIR-AAA
Larry D. Pigg Principal Knox Company 1601 West Deer Valley Road Phoenix, AZ 85027	M 11/2/2006 FIR-AAA	James T. Porter Principal Michigan State University Emergency Response Solutions 424 Baker Hall East Lansing, MI 48224-1118 Ford Motor Company	M 3/15/2007 FIR-AAA
Jemmel A. Pursoo Principal Science Applications International Corp. 1250 Florida Avenue, NE Washington, DC 20002	SE 10/20/2010 FIR-AAA	Michael E. G. Schmidt Principal 2 Redstone Drive Weatogue, CT 06089	SE 7/20/2000 FIR-AAA
Nathan O. Siu Principal US Nuclear Regulatory Commission Office of Nuclear Regulatory Research MS CSB 4A07M Washington, DC 20555-0001 US Nuclear Regulatory Commission	E 4/28/2000 FIR-AAA	Wayne R. Sohlman Principal Nuclear Electric Insurance Ltd. 1201 Market Street, Suite 1100 Wilmington, DE 19801	I 7/23/2008 FIR-AAA
Karl K. Thompson Principal Florida State Fire Marshal's Office Bureau of Fire Standards & Training 11655 NW Gainesville Road Ocala, FL 34482-1486	E 7/26/2007 FIR-AAA	Robert Upson Principal Southington Fire Department 1074 Litchfield Turnpike New Hartford, CT 06057-3312	E 10/28/2008 FIR-AAA
John M. Watts, Jr. Principal Fire Safety Institute PO Box 674 Middlebury, VT 05753	SE 4/28/2000 FIR-AAA	Armin Wolski Principal Arup Fire 901 Market Street, Suite 260 San Francisco, CA 94103	SE 4/1/2000 FIR-AAA
David T. L. Yung Principal Yung and Associates 880 Grandview Way, Suite 807 Toronto, ON M2N 7B2 Canada	SE 4/28/2000 FIR-AAA	Joseph A. Cappuccio Voting Alternate The RJA Group, Inc. Rolf Jensen & Associates, Inc. 12150 Monument Drive, Suite 815 Fairfax, VA 22033 Voting Alt. to RJA Rep.	SE 4/28/2000 FIR-AAA

Address List No Phone

7/18/2011
Kristin Collette
FIR-AAA

Fire Risk Assessment Methods

Kumar R. Bhimavarapu	I 4/17/2002	Rodger Reiswig	M 10/20/2010
Alternate	FIR-AAA	Alternate	FIR-AAA
Factory Mutual Research Corporation 1151 Boston-Providence Turnpike PO Box 9102 Norwood, MA 02062-9102 Principal: William W. Doerr		Tyco/SimplexGrinnell 3640 Haddington Court Apopka, FL 32712 Automatic Fire Alarm Association, Inc. Principal: Shane M. Clary	
<hr/>			
Victoria B. Valentine	M 10/6/2000	Luca Fiorentini	SE 3/4/2008
Alternate	FIR-AAA	Nonvoting Member	FIR-AAA
National Fire Sprinkler Association, Inc. 40 Jon Barrett Road Patterson, NY 12563 Principal: Russell P. Fleming		Tecsa S.p.A. Via Figino 101 Pero, Milan, 20016 Italy	
<hr/>			
Kristin Collette	6/29/2007		
Staff Liaison	FIR-AAA		
National Fire Protection Association 1 Batterymarch Park Quincy, MA 02169-7471			



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NFPA 550 ROP Meeting Minutes

NFPA Technical Committee on Fire Risk Assessment Methods (FIR-AAA)

June 24, 2010
Microsoft Live Meeting

1. **Call to order.** The meeting was called to order at 1:00 PM on Monday, June 24, 2010 by Chair Douglas Crawford.
2. **Attendance.**

The following committee members were in attendance:

Douglas Crawford, Chair	Office of the Fire Marshal of Ontario, Canada
Kristin Collette, Staff Liaison	National Fire Protection Association
Justin Biller, Principal	Roanoke County Office of Building Safety
Cappuccio, Joseph, Alternate to Daniel Gemeny	The RJA Group, Inc.
D. Allan Coutts, Principal	URS Safety Management Solutions LLC
William Doerr, Principal	FM Global
Kenneth Dungan, Principal	Risk Technologies, LLC
Michael Falzarano, Principal	Tyco Electronics
Morgan Hurley, Principal	Society of Fire Protection Engineers
Frank Keisler, Principal	CNA Insurance Company
Donald Kirkham, Principal	Velocys, Inc.
Brian Meacham, Principal	Worcester Polytechnic Institute
Roz Nielsen, Principal	BC Hydro
Dale Peleski, Principal	SUPERVALU Inc.
Larry Pigg, Principal	Knox Company
James Porter, Principal	Michigan State University Rep. Ford Motor Company
Nathan Siu, Principal	US Nuclear Regulatory Commission Rep. US Nuclear Regulatory Commission
Wayne Sohlman, Principal	Nuclear Electric Insurance Ltd.
Karl Thompson, Principal	Florida State Fire Marshal's Office
Robert Upson, Principal	Southington Fire Department

Victoria Valentine, Alternate to Russell Fleming	National Fire Sprinkler Association, Inc.
Watts, John, Principal	Fire Safety Institute
Wolski, Armin, Principal	Arup Fire
Yung, David, Principal	Yung and Associates

The following committee members were not in attendance:

Luca Fiorentini, Nonvoting Member	Tesca S.p.A.
Simon Foo, Principal	Public Works & Government Services Canada (PWGSC)
Tonya Hoover, Principal	CAL Fire, Office of the State Fire Marshal
Muhammad Mahtab, Principal	Latitude Marine Consultants
James Naylor, Principal	Washington Savannah River Company
Michael Schmidt, Principal	

3. **Approval of Minutes.** The 23 June 2008 meeting minutes were approved with no modifications.
4. **Review of Revision Cycle Information.** Kristin Collette reviewed the ROP committee meeting process and confirmed dates of the Fall 2011 revision cycle for the 2012 edition of NFPA 550.
5. **Preparation of NFPA 550 ROP.** All public proposals included in the agenda package were addressed. See NFPA 550 letter ballot and the Fall 2011 Report on Proposals (ROP) for committee actions on these proposals. The committee discussed three potential committee proposals on language submitted by NFPA 72 but was not ready to act on this topic at this time. An ROP follow up conference call was scheduled for Wednesday, August 25th at 2 pm eastern to review any additional information made available by the NFPA 72 group regarding this issue and take further action. The initial deadline for information to be received from NFPA 72 was set for July 31st and Ken Dungan will be the liaison between the two committees. Ballots will be available after the August conference call. **See Attachment A.**
6. **Language for Committee Officer's Guide.** Jack Watts presented preliminary language for inclusion in the NFPA Committee Officer's Guide. The committee was asked to review this information for the ROP follow up conference call in August. The task group consisting of Jack Watts, Allan Coutts and Ken Dungan will continue to review this material for any additional modifications. **See Attachment B.**
7. **Other business.** No other business was discussed.

8. **Scheduling of next meeting.** The next meeting of the FIR-AAA committee will be a ROP follow up conference call/Live meeting at 2 pm EST on Wednesday, August 25, 2010.
9. **Adjournment.** The meeting was adjourned at 2:30 pm EST on Thursday, June 24, 2010.

Meeting minutes prepared by:

A handwritten signature in black ink, appearing to read "Kristin Collette". The signature is written in a cursive, flowing style.

Kristin Collette, NFPA Staff Liaison

ATTACHMENT A

PREPARATION OF NFPA 550 ROP

FORM FOR PROPOSALS ON NFPA TECHNICAL COMMITTEE DOCUMENTS

Mail to: Secretary, Standards Council
National Fire Protection Association, 1 Batterymarch Park, Quincy, Massachusetts 02269-9101
Fax No. 617-770-3500

All proposals must be received by 5:00 p.m. E.S.T./E.S.D.T. on the published proposal closing date.

If you need further information on the standards-making process, please contact the Standards Administration Department at 617-984-7249.

Please indicate in which format you wish to receive your ROP/ROC: [] Paper [x] Electronic [] Download

Date 27 May 2010 Name Robert P. Schifiliti, P.E. Tel.No. 781.942.7500

Company R. P. Schifiliti Associates, Inc.

Address P.O. Box 297 City Reading State MA Zip Code 01867-0497

Please Indicate Organization Represented (if any) None

1. a) NFPA Document Title Guide to Fire Safety Concepts Tree NFPA No. & Ed. NFPA 550, 2007

b) Section/Paragraph Figure 4.5.2.1

2. Proposal recommends: (Check one) [X] new text [] revised text [] deleted text.

FOR OFFICIAL USE ONLY
Log #
Date Rec'd

3. Proposal (include proposed new or revised wording, or identification of wording to be deleted):

On the Manage Exposed tree, under Restrict movement of exposed, add a new "and" gate with the following three boxes: Detect need, Signal need, Provide instructions

4. Statement of Problem and Substantiation for Proposal:
Stay in Place, Defend in Place (SIP & DIP) often use, and are most successful, when an Emergency Communications Systems (ECS) is used to provide critical instructions to help restrict movement and exposure.

5. [x] This Proposal is original material.
[] This Proposal is not original material; its source (if known) is as follows:

(Note: Original material is considered to be the submitter's own idea based on or as a result of his/her own experience thought, or research and, to the best of his/her knowledge, is not copied from another source.)
I hereby grant NFPA the non-exclusive, royalty-free rights, including non-exclusive, royalty-free rights in copyright, in this Proposal and I understand that I acquire no rights in any publication of NFPA in which this comment in this or another similar or analogous form is used.

Handwritten signature of Robert P. Schifiliti

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Date 27 May 2010 Name Robert P. Schifiliti, P.E. Tel.No. 781.942.7500

Company R. P. Schifiliti Associates, Inc.

Address P.O. Box 297 City Reading State MA Zip Code 01867-0497

Please Indicate Organization Represented (if any) None

1. a) NFPA Document Title Guide to Fire Safety Concepts Tree NFPA No. & Ed. NFPA 550, 2007

b) Section/Paragraph Figure 4.5.2.1

2. Proposal recommends: (Check one) [X] new text [] revised text [] deleted text.

FOR OFFICIAL USE ONLY
Log #
Date Rec'd

3. Proposal (include proposed new or revised wording, or identification of wording to be deleted):

On the Manage Exposed tree, under Restrict movement of exposed, add a new "or" gate with the following two boxes: Physically restrict movement; or Communicate the need. Below "Communicate the need" and an "and" gate with the following three boxes: Detect need, Signal need, Provide instructions

4. Statement of Problem and Substantiation for Proposal:

Stay in Place, Defend in Place (SIP & DIP) often use, and are most successful, when an Emergency Communications Systems (ECS) is used to provide critical instructions to help restrict movement and exposure. Of course, another way to restrict movement is to physically lockdown a space.

5. [x] This Proposal is original material. [] This Proposal is not original material; its source (if known) is as follows:

(Note: Original material is considered to be the submitter's own idea based on or as a result of his/her own experience thought, or research and, to the best of his/her knowledge, is not copied from another source.)

I hereby grant NFPA the non-exclusive, royalty-free rights, including non-exclusive, royalty-free rights in copyright, in this Proposal and I understand that I acquire no rights in any publication of NFPA in which this comment in this or another similar or analogous form is used.

Handwritten signature of Robert P. Schifiliti

Signature (Required)

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If you need further information on the standards-making process, please contact the Standards Administration Department at 617-984-7249.

Please indicate in which format you wish to receive your ROP/ROC: [] Paper [x] Electronic [] Download

Date 27 May 2010 Name Robert P. Schifiliti, P.E. Tel.No. 781.942.7500

Company R. P. Schifiliti Associates, Inc.

Address P.O. Box 297 City Reading State MA Zip Code 01867-0497

Please Indicate Organization Represented (if any) None

1. a) NFPA Document Title Guide to Fire Safety Concepts Tree NFPA No. & Ed. NFPA 550, 2007

b) Section/Paragraph 2.2

2. Proposal recommends: (Check one) [X] new text [] revised text [] deleted text.

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Log #
Date Rec'd

3. Proposal (include proposed new or revised wording, or identification of wording to be deleted):

Add reference to NFPA 72, National Fire Alarm and Signaling Code, 2010 edition.

4. Statement of Problem and Substantiation for Proposal:

The document is referenced

5. [x] This Proposal is original material. [] This Proposal is not original material; its source (if known) is as follows:

(Note: Original material is considered to be the submitter's own idea based on or as a result of his/her own experience thought, or research and, to the best of his/her knowledge, is not copied from another source.)

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Handwritten signature of Robert P. Schifiliti

Signature (Required)

ATTACHMENT B

LANGUAGE FOR COMMITTEE OFFICER'S GUIDE

Annex B-new NFPA'S FIRE RISK ASSESSMENT COMMITTEE

What This Resource Is:

The NFPA Fire Risk Assessment (FRA) Committee is tasked with maintaining NFPA 550, Guide to the Fire Safety Concepts Tree and NFPA 551, Guide for the Evaluation of Fire Risk Assessments. This committee will also assist in the development of text for inclusion in other NFPA standards. This text could apply to how fire risk assessments, analyses or evaluation should be conducted, or how the review process should be managed.

How to Tap This Resource

A request should be made in writing by a Technical Committee chair or staff liaison. The request should identify the expectations and any special schedule needs that would dictate extra speed in handling the request. The FRA Committee chair will consult with Committee members alternative options on how to proceed, any, and how to best provide support.

Annex B-new NFPA'S FIRE RISK ASSESSMENT COMMITTEE

What This Resource Is:

The NFPA Fire Risk Assessment ([FRA](#)) Committee is tasked with maintaining NFPA 550, [Guide to the Fire Safety Concepts Tree](#) and [NFPA 551, Guide for the Evaluation of Fire Risk Assessments](#). This committee will also assist in the development of text for inclusion in other NFPA standards. This text could apply to how fire risk assessments, analyses or evaluation should be conducted, or how the review process should be managed.

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How to Tap This Resource

A request [should](#) be made in writing by a Technical Committee chair or staff liaison. [The request should identify the expectations and any special schedule needs that would dictate extra speed in handling the request.](#) The FRA Committee chair will [consult with Committee members](#) alternative options on how to proceed, any, and how to best provide support.

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the request is in hand, t

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requestor to pin down details, examine

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extra speed in handling the request

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2012 FALL REVISION CYCLE

	PROCESS STAGE	PROCESS STEP	DATES FOR TC	DATES FOR TCC
1	PRELIMINARY	1.0 Notification of intent to enter cycle	1/7/11	1/7/11
2	REPORT ON PROPOSALS (ROP)	2.1 Proposal closing date	5/23/11*	5/23/11*
		2.2 Final date for ROP meeting	8/26/11	8/5/11
		2.3 Final date for mailing TC ballots	9/16/11	8/19/11
		2.4 Receipt of (TC) ballots by staff liaison	10/21/11	9/9/11
		2.5 Receipt of TC recirculation ballots	11/4/11	9/16/11
		2.6 Final date for TCC meeting		10/14/11
		2.7 Final date for mailing TCC ballots		10/21/11
		2.8 Receipt of TCC ballots		11/11/11
		2.9 Receipt of TCC recirculation ballots		11/18/11
		2.10 Final copy (w/ ballot statements) to Secretary, Standards Council	11/11/11	11/25/11
		2.11 Completion of Reports	11/18/11	12/2/11
		2.12 ROP Published and Posted	12/23/11	12/23/11
3	REPORT ON COMMENTS (ROC)	3.1 Comment closing date	3/2/12	3/2/12
		3.2 Final date for ROC meeting	5/4/12	4/6/12
		3.3 Final date for mailing TC ballots	5/18/12	4/20/12
		3.4 Receipt of (TC) ballots by staff liaison	6/1/12	5/11/12
		3.5 Receipt of TC recirculation ballots	6/8/12	5/18/12
		3.6 Final date for TCC meeting		6/15/12
		3.7 Final date for mailing TCC ballots		6/22/12
		3.8 Receipt of TCC ballots		7/13/12
		3.9 Receipt of TCC recirculation ballots		7/20/12
		3.10 Final copy (w/ ballot statements) to Secretary, Standards Council	6/22/12	7/27/12
		3.11 Completion of Reports	7/13/12	8/3/12
		3.12 ROC Published and Posted	8/24/12	8/24/12
4	TECH SESSION PREPARATION (& ISSUANCE)	4.1 Notice of Intent to Make a Motion (NITMAM) Closing Date	10/5/12	10/5/12
		4.2 Posting of Filed NITMAM (Motions Committee Report)	11/2/12	11/2/12
		4.3 Appeal Closing Date for Consent Documents or without NITMAM	11/17/12	11/17/12
		4.4 Council Issuance for Consent Documents or without NITMAM	11/27/12	11/27/12
5	TECHNICAL SESSION	5.0 Association Meeting for Documents with Certified Amending Motions	6/10-13/13	6/10-13/13
6	APPEALS & ISSUANCE	6.1 Appeal closing date for Association Meeting Documents	6/26/13	6/26/13
		6.2 Council issuance for Association Meeting Documents	8/1/13	8/1/13

* Proposal Closing Dates may vary according to documents and schedules for Revision Cycles may change. Please check the NFPA website (www.nfpa.org) for the most up-to-date information on proposal closing dates and schedules.

551- Log #CP1
(Entire Document)

Final Action:

Submitter: Technical Committee on Fire Risk Assessment Methods,
Recommendation: Review entire document to: 1) Update any extracted material by preparing separate proposals to do so, and 2) review and update references to other organizations documents, by preparing proposal(s) as required.
Substantiation: To conform to the NFPA Regulations Governing Committee Projects.

551- Log #2
(4.4.2.2)

Final Action:

Submitter: James Everitt, Western Regional Fire Code Development Committee
Recommendation: Add text to read as follows:
The fire stimuli to which the target is vulnerable should be characterized. These may include any or all of the following:
(1) Heat (radiant flame, convective gases)
(2)*Smoke (obscuration, respirable, corrosive/conductive aerosols)
(3) Gases (toxic, corrosive)
(4) Dust (combustible, deflagration)

Substantiation: Dust and its properties are all too frequently overlooked.

551- Log #1
(5.1.3.4)

Final Action:

Submitter: James Everitt, Western Regional Fire Code Development Committee
Recommendation: Add text to read as follows:
Government regulations may require certain FRA methods. For example, there are regulations with maximum allowable risk for certain types of special hazard facilities, such as nuclear power plants, liquefied natural gas (LNG) import terminals, combustible dust production and processing facilities with more than a threshold amount of certain flammable gases and vapors. These regulations delineate the types of risk measures to be evaluated and often describe the type of method to be used for the evaluation.

Substantiation: Dust and its properties are all too frequently overlooked.