



Poms & Associates

Risk Services

NMPSIA

Gadsden Independent Schools

Gadsden High School - Gym

Loss Control & Safety Audit



Poms & Associates Risk Services

320 Osuna Road NE, Suite C1 ■ Albuquerque, NM 87107
[800] 898.6236 ■ fax [505] 797.1432 ■ www.pomsassoc.com

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EXECUTIVE SUMMARY

This report contains the findings of an independent Loss Control & Safety Audit of Gadsden High School - Gym. The audit was conducted on December 3, 2018, on behalf of the Gadsden Independent Schools, and at the request of NMPSIA.

A photograph and/or an observation, location, recommendation, and/or standard citation may accompany checkmarks in the "No" column of the checklists. Detailed observations and recommendations are found on the pages following the checklists. Information was gathered from onsite physical conditions and from statements made by your organization's staff. Some items marked as "No" or "Unacceptable" may not necessarily be noncompliant with standards; these items are marked as such when ongoing maintenance recommendations are made. In addition, some conditions could not be determined or verified and their acceptability may be marked as "No" or "Unacceptable" in the report. It is your organization's responsibility to determine the acceptability of each condition and to address hazards and concerns.

The photographs are representative of concerns or issues documented during the audit process. These conditions may exist in multiple locations on the same site; therefore, the photographs should be considered representatives of these conditions and not depictions of every instance where these issues were observed. In addition, this report represents the conditions that were apparent at the time of the visit. Hazardous conditions are dynamic in nature and therefore may change, improve, or worsen after completion of the audit process.

The Loss Control & Safety Audit is based upon an overview of the hazards and loss exposures of your organization and its sites. Every part of every building and location is not normally visited. Some areas may not be accessible at the time of the audit or may inadvertently be missed. Your organization is encouraged to act upon the recommendations made in the Loss Control & Safety Audit, with or without photographs, in a timely manner wherever and whenever the conditions may be found within your organization.

Loss control is a daily responsibility of your District's management. NMPSIA's visits and related efforts made by Poms & Associates are not considered or intended by NMPSIA, to be a substitute for all or part of your District's comprehensive loss control program. Any recommendations made by NMPSIA are drawn from information provided by your organization and the conditions observed at the time of the visit. This information does not necessarily address each and every possible loss potential, code, statutory violation, or exception to good practices and procedures. The absence of a comment or recommendation does not necessarily mean that the conditions are a representation of compliance with all acceptable codes and statutes, conformation with good practices and procedures, and/or an absence of loss potential.

The Poms & Associates staff extends its thanks to Alfredo Holguin, Associate Superintendent - Support Services, and the staff of Gadsden High School for their cooperation and assistance during this audit. We welcome any questions or comments. Inquiries regarding the physical

locations, findings, or the referenced standards may be addressed to Poms & Associates at (800) 898-6236 or to NMPSIA at 1-800-548-3724.

GENERAL CONDITIONS INSPECTION DISCLAIMER

Loss Control is a daily responsibility of your District's management. NMPSIA's visits and related efforts are not to be considered, and not intended by NMPSIA, to be a substitute for all or part of the District's loss control programs. Any recommendations made by NMPSIA are also drawn from limited conditions physically observed at the time of the site visit, and do not necessarily address each and every possible loss potential, code or other statutory violations, or exception to good practices and procedures. Further, the absence of comment (or recommendations) on a given area does not mean the area is in compliance with all applicable codes and statutes, is in conformation with good practice and procedures, or is without a loss potential.

GENERAL CONDITIONS INSPECTION

Contact: Alfredo Holguin, Associate Superintendent - Support Services

Auditor: Brenda Barela, CPSI, CSHO, SSH

Member Agency: Gadsden Independent Schools

JPA Client: NMPSIA

Inspection Concluded: December 3, 2018

Hazard Type	Hazard Scope	Hazard Urgency	Capital
1 – Egress Issue	A – Facilities/Planning	I – Immediate	C – Capital
2 – Injury Hazard	B – Custodial or	H – High	NC – Non-
3 – Property Loss	Maintenance	M – Medium	Capital
4 – Regulatory or	C – Policy and/or	L – Low	
Legal Issue	Procedures	O – Ongoing /	
5 – Accepted Best	D – Employee Practices	Preventative	
Practices			

Building Conditions		Yes	No	NA	Priority	Recommendations
1	Does interior and exterior lighting appear to be adequate, and are lighting fixtures in good condition?	0	0	0	2,3,5 - B - M - NC 2,5 - B - M - NC	2018-001 2018-002
2	Do building structures and finish materials appear to be in good condition and free of visible deterioration?	0	0	0	2,3 - A - M - C 3,4 - A,B - M - NC 2,3 - A - M - C	2018-003 2018-004 2018-005
3	Is the building free of substandard or improvised construction?	0	0	0	2,3,4 - A - H - NC 2,3,4 - A,B - H - C	2018-006 2018-007
4	Do walls and ceilings appear to be of an appropriate type and condition?	0	0	0	3,5 - B,D - H - NC 3,5 - B - H - NC 2,4,5 - B - H - NC	2018-008 2018-009 2018-010
5	Are floors and floor coverings of an appropriate type and condition?	0	0	0	2,4 - A,B - H - C 2,3,4,5 - A,B - H - C 2,4 - A,B - H - C 2,4 - A,B - H - C 2,4 - A,B - H - C	2018-011 2018-012 2018-013 2018-014 2018-015
Doors, Exits, and Means of Egress		Yes	No	NA	Priority	Recommendations

6	Are exits and exit paths unobstructed and regularly inspected, and are doors free of inappropriate locks?	0	0	0	1,4 - B,D - H - NC	2018-016
7	Is emergency lighting provided as required, and is it properly maintained?	0	0	0	1,4 - A,B - H - NC	2018-017
Emergency Action Equipment & Systems		Yes	No	NA	Priority	Recommendations
8	Are the appropriate types of fire extinguishers properly installed, unobstructed, inspected on a monthly and annual basis, and equipped with service tags?	0	0	0	3,4 - B,C,D - M - NC	2018-018
Mechanical and Utility Systems		Yes	No	NA	Priority	Recommendations
9	Are electrical panels and utility shutoff switches and valves unobstructed, properly labeled or identified, and protected from tampering; and do visible system components appear to be in good condition?	0	0	0	2,3,4 - B,C - I - NC 2,3,4,5 - B,C,D - I - NC	2018-019 2018-020
10	Are electrical wiring systems in good condition; is live wiring properly capped and concealed; and is wiring free of damage or improper usage?	0	0	0	2,3,4,5 - A,B,D - H - NC 2,4 - B - H - NC 2,4 - B - H - NC	2018-021 2018-022 2018-023
11	Are electrical fixtures properly installed, properly protected, and free of damage?	0	0	0	2,3,4 - B - H - NC 2,4,5 - A,B - H - NC 3,4 - B - H - NC	2018-024 2018-025 2018-026
12	Are plumbing systems and fixtures in good condition and free from damage or leaking?	0	0	0	4 - B - M - C	2018-027
13	Are boilers and water heaters in apparently good condition, strapped or anchored to prevent horizontal displacement during earthquakes, and equipped with properly installed relief valves?	0	0	0	3,4 - A,B,C - M - NC	2018-028
Disabled Access		Yes	No	NA	Priority	Recommendations
14	Are accessible routes to the building provided, and are at least	0	0	0	4 - A - M - NC	2018-029

	half of the entrances accessible to disabled persons?				
15	Is signage provided at entrances, facilities, or other non-accessible services to direct disabled persons to entrances, facilities, or services that are accessible?	0	0	0	4 - A - M - NC 2018-030
16	Are doorways of sufficient width, and are thresholds designed to permit the passage of wheelchairs?	0	0	0	4 - A - M - C 2018-031
17	Are an appropriate number of restrooms designed to accommodate persons with disabilities?	0	0	0	4 - A - M - C 2018-032

GENERAL CONDITIONS INSPECTION RECOMMENDATIONS

Building Conditions

1. Does interior and exterior lighting appear to be adequate, and are lighting fixtures in good condition?

Recommendation Number: 2018-001

Observations:

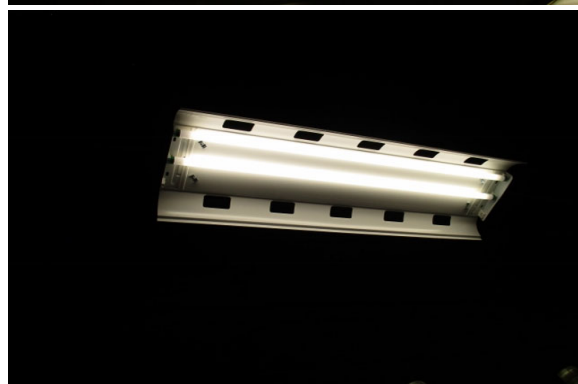
- The protective cage/cover for the light bulb was missing on the suspended light fixture.
- This condition subjects the bulb to damage and presents an electric shock and burn hazard.
- Exposed light sockets were present where light bulbs were missing.
- The exposed light sockets increase the risks of electric shock and fire incidents.

Recommendations:

- The protective cage/cover should be replaced and kept in place at all times.
- Light bulbs should be placed in all open light sockets, or the circuit de-energized, locked and tagged out of service.

Standards:

- IPMC, Mechanical and Electrical Requirements -Section 605.1 - Electrical Equipment All electrical equipment, wiring and appliances shall be properly installed and maintained in a safe and approved manner.



Recommendation Number: 2018-002**Observations:**

- Some of the light fixtures were broken.

Recommendations:

- The light fixtures throughout the site should be inspected and repaired as necessary to ensure that proper lighting is provided.

Standards:

- IPMC, Mechanical and Electrical Requirements -Section 605.1 - Electrical Equipment Installation. All electrical equipment, wiring and appliances shall be properly installed and maintained in a safe and approved manner.
- NMAC 6.27.30.8 B General Requirements. Building systems. Building systems in a school facility must be in working order and capable of being properly maintained. Building systems include roof, plumbing, telephone, electrical and heating and cooling systems as well as fire alarm, 2-way internal communication, appropriate technological infrastructure and security systems.



2. Do building structures and finish materials appear to be in good condition and free of visible deterioration?

Recommendation Number: 2018-003

Observations:

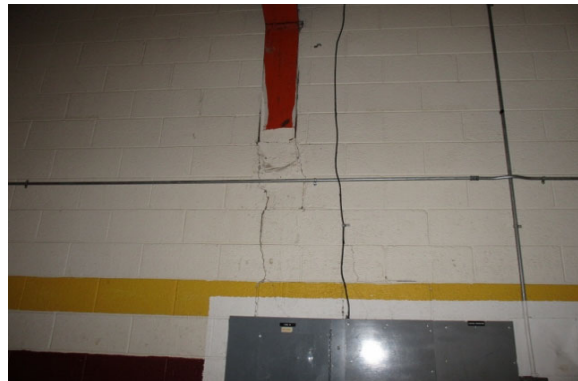
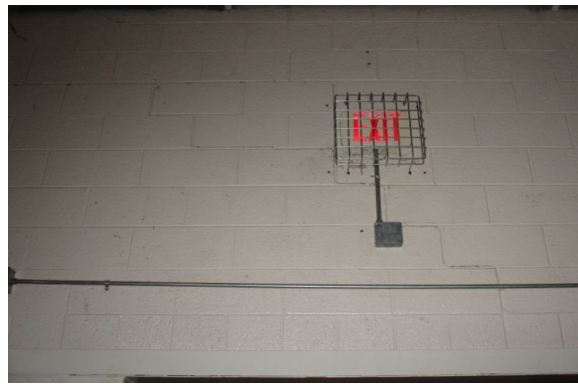
- Large cracks were observed on both interior and exterior walls throughout the building.
- Fractured walls were observed that may indicate structural damage.

Recommendations:

- A structural or civil engineer should inspect the building to determine the extent of the damage, assess any risks related to continued use of the building and recommend corrective action.

Standards:

- NMAC Statewide Adequacy Standards 6.27.30.8 General Requirements. These standards are not intended to supersede or omit, compliance with applicable building and fire code or any other code, regulation, law or standard that has been adopted by state agencies. A. Building condition. A school facility must be safe and capable of being maintained.(1)Structural. A school facility must be structurally sound. A school facility shall be considered structurally sound and safe if the building presents no imminent danger or major visible signs of decay or distress.



Recommendation Number: 2018-004**Observations:**

- The wooden trim and/or other wooden building components were deteriorated and/or dry-rotted in some places.
- The stucco exterior of one or more buildings was damaged.
- The damaged area exposes the building interior structure to the weather elements, and compromises the building's fire safety.

Recommendations:

- The wooden building materials and the trim should be thoroughly examined to determine the extent of the damage and to determine the necessary corrective action.
- The deteriorated wooden components should be repaired and/or replaced.
- The damaged areas should be repaired.

Standards:

- IPMC, Exterior Property Areas - Section 304.4 - Structural Members All structural members shall be maintained free from deterioration, and shall be capable of safely supporting the imposed dead and live loads.
- NMAC Statewide Adequacy Standards 6.27.30.8 A (1) - General Requirements A. Building condition. A school facility must be safe and capable of being maintained.
(1) Structural. A school facility must be structurally sound. A school facility shall be considered structurally sound and safe if the building presents no imminent danger or major visible signs of decay or distress
- IPMC, Exterior Property Areas 304.2 - Protective Treatment - All exterior surfaces, including but not limited to, doors, door and window frames, cornices, porches, trim, balconies, decks and fences, shall be maintained in good condition. Exterior wood surfaces, other than decay-resistant woods, shall be protected from the elements and decay by painting or other protective covering or treatment. Peeling, flaking and chipped paint shall be eliminated and surfaces repainted. All siding and masonry joints, as well as those between the building envelope and the perimeter of windows, doors and skylights, shall be maintained weather resistant and water tight. All metal surfaces subject to rust or corrosion shall be coated to inhibit such rust and corrosion, and all surfaces with rust or corrosion shall be stabilized and coated to inhibit future rust and corrosion. Oxidation stains shall be removed from exterior surfaces. Surfaces designed for stabilization by oxidation are exempt from this requirement.



- NMAC 6.27.30.8 General Requirements. These standards are not intended to supersede or omit, compliance with applicable building and fire code or any other code, regulation, law or standard that has been adopted by state agencies. A. Building condition. A school facility must be safe and capable of being maintained. (1) Structural. A school facility must be structurally sound. A school facility shall be considered structurally sound and safe if the building presents no imminent danger or major visible signs of decay or distress.
- IPMC, Exterior Property Areas - Section 304.6 - Exterior Walls-All exterior walls shall be free from holes, breaks, and loose or rotting materials; and maintained weatherproof and properly surface coated where required to prevent deterioration.

Recommendation Number: 2018-005**Observations:**

- Large cracks were observed on both interior and exterior walls throughout the building.
- Fractured walls were observed that may indicate structural damage.

Recommendations:

- A structural or civil engineer should inspect the building to determine the extent of the damage, assess any risks related to continued use of the building and recommend corrective action.

**Standards:**

- NMAC Statewide Adequacy Standards 6.27.30.8 General Requirements. These standards are not intended to supersede or omit, compliance with applicable building and fire code or any other code, regulation, law or standard that has been adopted by state agencies. A. Building condition. A school facility must be safe and capable of being maintained.(1)Structural. A school facility must be structurally sound. A school facility shall be considered structurally sound and safe if the building presents no imminent danger or major visible signs of decay or distress.

3. Is the building free of substandard or improvised construction?

Recommendation Number: 2018-006

Observations:

- Rigid overhead gas supply lines were observed suspended from ceiling. Heaters have been removed yet lines remain. Not immediately obvious if lines are properly capped.
- This condition could result in fire and/or explosion.

Recommendations:

- Suspended rigid gas lines should be removed with lines properly capped.
- Overhead suspended heaters should be equipped with coated flexible lines from the gas supply to the heaters.

Standards:

- IMC, Chapter 10 - Boilers, Water Heaters and Pressure Vessels



Recommendation Number: 2018-007

Observations:

- Improvised ceilings were observed.
- It was not determined whether the walls were properly inspected and permitted.
- It appears the buckling in the ceiling was due to extensive/long-term water intrusion.
- Water intrusion and the presence of moisture in building materials can foster the growth of mold and mildew.

Recommendations:

- An investigation should be conducted to determine whether the improvised ceilings were constructed and permitted in accordance with applicable building code. If they were not, they should be removed.
- Construction alterations should be designed and supervised by a person with expertise in building code and accessibility requirements.



- The source of the water intrusion should be determined and corrective action taken to prevent recurrence.
- Wall coverings, ceiling tiles, floor coverings, and wall and ceiling insulation should be inspected to identify the presence of damage or mold growth. Both exposed and concealed surfaces should be inspected.
- Damaged and contaminated materials should be removed and disposed of in a way that prevents their continued use.
- The entire damaged or contaminated area should be cleaned and disinfected with an effective fungicide prior to installing new materials.

Standards:

- Good Loss Prevention Practices-Construction alterations should be designed and supervised by a person with expertise in building code and accessibility requirements.
- NMAC Statewide Adequacy Standards - 6.27.30.8 A. 2. (a)- General Requirements: These standards are not intended to supersede or omit, compliance with applicable building and fire code or any other code, regulation, law or standard that has been adopted by state agencies.
A. Building condition - A school facility must be safe and capable of being maintained.2) Exterior envelope - An exterior envelope is safe and capable of being maintained if: (a) walls and roof are weather tight under normal conditions with routine upkeep
- IPMC, Section 305.1 - Interior Structures: The interior of a structure and equipment therein shall be maintained in good repair, structurally sound and in a sanitary condition.
- IPMC, Section 304.7 - Roofs and Drainage: The roof and flashing shall be sound, tight and not have defects that admit rain. Roof drainage shall be adequate to prevent dampness or deterioration in the walls or interior portion of the structure.
- NMAC Statewide Adequacy Standards 6.27.30.8 A (3), (a)(b)(c) - General Requirements These standards are not intended to supersede or omit, compliance with applicable building and fire code or any other code, regulation, law or standard that has been adopted by state agencies.A.Building condition. A school facility must be safe and capable of being maintained.(3)Interior surfaces. An interior surface is safe and capable of being maintained if it is:(a)structurally sound;(b)capable of supporting a finish; and(c)capable of continuing in its intended use, with normal maintenance and repair.

4. Do walls and ceilings appear to be of an appropriate type and condition?

Recommendation Number: 2018-008

Observations:

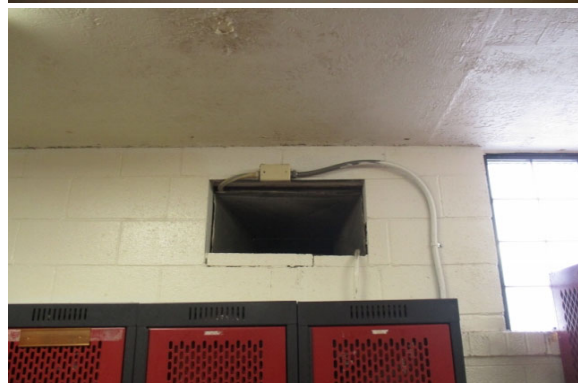
- Most ventilation grills were missing.
- Missing vent covers or register grills pose an attractive nuisance. In addition, conditioned air is not properly directed or diffused.
- The openings in the walls compromise structural fire safety and provide an entry point for insects and vermin.

Recommendations:

- Missing vent covers or register grills should be replaced.

Standards:

- Good Loss Prevention Practices
- IPMC 309.1 Infestation. All structures shall be kept free from insect and rodent infestation. All structures in which insects or rodents are found shall be promptly exterminated by approved processes that will not be injurious to human health. After pest elimination, proper precautions shall be taken to prevent reinfestation.



Recommendation Number: 2018-009**Observations:**

- Holes and/or unprotected penetrations were present in some of the walls and/or ceilings.
- The openings in the walls compromise structural fire safety and provide an entry point for insects and vermin.

**Recommendations:**

- The holes should be properly sealed with approved materials.

Standards:

- IPMC, Fire-Resistance Ratings - Section 703.1 - Fire-Resistance-Rated Assemblies The required fire-resistance rating of fire-resistance-rated walls, fire stops, shaft enclosures, partitions and floors shall be maintained.
- IPMC 309.1 Infestation. All structures shall be kept free from insect and rodent infestation. All structures in which insects or rodents are found shall be promptly exterminated by approved processes that will not be injurious to human health. After pest elimination, proper precautions shall be taken to prevent reinfestation.

Recommendation Number: 2018-010**Observations:**

- Penetrations were observed in the walls and/or ceilings where building utilities pass through them.
- The penetrations were not properly fire stopped.
- Unprotected openings in the walls compromise structural fire safety and provide an entry point for insects and vermin.

**Recommendations:**

- Penetrations should be properly fire stopped with approved materials in accordance with Building Code requirements.

Standards:

- NFPA 101, Chapter 8 - Features of Fire Protection 8.5.1 Firestop Systems and Devices Required 8.5.2.1 Smoke barriers required by this code shall be continuous from an outside wall to an outside wall, from a floor to a floor, or from a smoke barrier to a smoke barrier, or by use of a combination thereof.

- IPMC, Fire-Resistance Ratings - Section 703.1 - Fire-Resistance-Rated Assemblies The required fire-resistance rating of fire-resistance-rated walls, fire stops, shaft enclosures, partitions and floors shall be maintained.

5. Are floors and floor coverings of an appropriate type and condition?

Recommendation Number: 2018-011

Observations:

- **Flooring throughout the building has missing/worn tiles. The only flooring in the building with undamaged/hazardous flooring is the wooden gym flooring.
- **Floors in the locker rooms are also uneven. It appears the damage may have been caused by floor swelling due to past or current plumbing issues.
- **The damaged flooring presents slip/trip/fall hazards. With the location of the issues being in locker room/shower/gym facilities, mold and infection hazards also exist.
- Some of the damaged floor tiles or their adhesive may contain asbestos, which could present an asbestos exposure hazard.



Recommendations:

- The site Asbestos Management Plan should be reviewed to determine if the flooring contains asbestos.
- Damaged flooring that does not contain asbestos should be removed and replaced.
- Damaged flooring that contains asbestos should be abated in accordance with AHERA requirements.
- Missing and damaged floor tiles should be repaired and/or replaced to reduce trip/fall hazards.
- Repair floor separation to reduce likelihood of injury.

Standards:

- Good Loss Prevention Practices-Missing and damaged floor tiles should be repaired and/or replaced to reduce trip/fall hazards.
- NMAC Statewide Adequacy Standards 6.27.30.8 A,(4) (b)(c) - General Requirements (b)free of friable asbestos; and (c) capable of continuing in its intended use, with normal maintenance and repair.

- OSHA 29 CFR 1910 Walking-Working Surfaces, General Requirements – 1910.22 All places of employment, passageways, storerooms, and service rooms shall be kept clean and orderly and in a sanitary condition. • The floor of every workroom shall be maintained in a clean and, so far as possible, dry condition.

Recommendation Number: 2018-012

Observations:

- **Flooring throughout the building has missing/worn tiles. The only flooring in the building with undamaged/hazardous flooring is the wooden gym flooring.
- **Floors in the locker rooms are also uneven. It appears the damage may have been caused by floor swelling due to past or current plumbing issues.
- **The damaged flooring presents slip/trip/fall hazards. With the location of the issues being in locker room/shower/gym facilities, mold and infection hazards also exist.
- Some of the baseboard molding observed was loose.
- This condition poses trip/fall hazards.
- Some of the damaged floor tiles or their adhesive may contain asbestos, which could present an asbestos exposure hazard.

Recommendations:

- The loose molding should be securely fastened to the wall.
- The site Asbestos Management Plan should be reviewed to determine if the flooring contains asbestos.
- Damaged flooring that does not contain asbestos should be removed and replaced.
- Damaged flooring that contains asbestos should be abated in accordance with AHERA requirements.
- Missing and damaged floor tiles should be repaired and/or replaced to reduce trip/fall hazards.

Standards:



- Good Loss Prevention Practices-Missing and damaged floor tiles should be repaired and/or replaced to reduce trip/fall hazards.
- Good Loss Prevention Practices-The loose molding should be securely fastened to the wall.
- NMAC Statewide Adequacy Standards 6.27.30.8 A,(4) (b)(c) - General Requirements (b)free of friable asbestos; and (c) capable of continuing in its intended use, with normal maintenance and repair.
- OSHA 29 CFR 1910 Walking-Working Surfaces, General Requirements – 1910.22 All places of employment, passageways, storerooms, and service rooms shall be kept clean and orderly and in a sanitary condition. • The floor of every workroom shall be maintained in a clean and, so far as possible, dry condition.
- OSHA, 29 CFR, Part 1910, Subpart D – Walking – Working Surfaces Section 1910.22(a)(3)To facilitate cleaning, every floor, working place, and passageway shall be kept free from protruding nails, splinters, holes, or loose boards.

Recommendation Number: 2018-013

Observations:

- **Flooring throughout the building has missing/worn tiles. The only flooring in the building with undamaged/hazardous flooring is the wooden gym flooring.
- **Floors in the locker rooms are also uneven. It appears the damage may have been caused by floor swelling due to past or current plumbing issues.
- **The damaged flooring presents slip/trip/fall hazards. With the location of the issues being in locker room/shower/gym facilities, mold and infection hazards also exist.
- Some of the damaged floor tiles or their adhesive may contain asbestos, which could present an asbestos exposure hazard.



Recommendations:

- The site Asbestos Management Plan should be reviewed to determine if the flooring contains asbestos.
- Damaged flooring that does not contain asbestos should be removed and replaced.
- Damaged flooring that contains asbestos should be abated in accordance with AHERA requirements.

- Missing and damaged floor tiles should be repaired and/or replaced to reduce trip/fall hazards.

Standards:

- Good Loss Prevention Practices-Missing and damaged floor tiles should be repaired and/or replaced to reduce trip/fall hazards.
- NMAC Statewide Adequacy Standards 6.27.30.8 A,(4) (b)(c) - General Requirements (b)free of friable asbestos; and (c) capable of continuing in its intended use, with normal maintenance and repair.
- OSHA 29 CFR 1910 Walking-Working Surfaces, General Requirements – 1910.22 All places of employment, passageways, storerooms, and service rooms shall be kept clean and orderly and in a sanitary condition. • The floor of every workroom shall be maintained in a clean and, so far as possible, dry condition.

Recommendation Number: 2018-014**Observations:**

- **Flooring throughout the building has missing/worn tiles. The only flooring in the building with undamaged/hazardous flooring is the wooden gym flooring.
- **Floors in the locker rooms are also uneven. It appears the damage may have been caused by floor swelling due to past or current plumbing issues.
- **The damaged flooring presents slip/trip/fall hazards. With the location of the issues being in locker room/shower/gym facilities, mold and infection hazards also exist.
- Some of the damaged floor tiles or their adhesive may contain asbestos, which could present an asbestos exposure hazard.

**Recommendations:**

- The site Asbestos Management Plan should be reviewed to determine if the flooring contains asbestos.
- Damaged flooring that does not contain asbestos should be removed and replaced.
- Damaged flooring that contains asbestos should be abated in accordance with AHERA requirements.
- Missing and damaged floor tiles should be repaired and/or replaced to reduce trip/fall hazards.

Standards:

- Good Loss Prevention Practices-Missing and damaged floor tiles should be repaired and/or replaced to reduce trip/fall hazards.
- NMAC Statewide Adequacy Standards 6.27.30.8 A,(4) (b)(c) - General Requirements (b)free of friable asbestos; and (c) capable of continuing in its intended use, with normal maintenance and repair.
- OSHA 29 CFR 1910 Walking-Working Surfaces, General Requirements – 1910.22 All places of employment, passageways, storerooms, and service rooms shall be kept clean and orderly and in a sanitary condition. • The floor of every workroom shall be maintained in a clean and, so far as possible, dry condition.

Recommendation Number: 2018-015**Observations:**

- **Flooring throughout the building has missing/worn tiles. The only flooring in the building with undamaged/hazardous flooring is the wooden gym flooring.
- **Floors in the locker rooms are also uneven. It appears the damage may have been caused by floor swelling due to past or current plumbing issues.
- **The damaged flooring presents slip/trip/fall hazards. With the location of the issues being in locker room/shower/gym facilities, mold and infection hazards also exist.
- Some of the damaged floor tiles or their adhesive may contain asbestos, which could present an asbestos exposure hazard.

**Recommendations:**

- The site Asbestos Management Plan should be reviewed to determine if the flooring contains asbestos.
- Damaged flooring that does not contain asbestos should be removed and replaced.
- Damaged flooring that contains asbestos should be abated in accordance with AHERA requirements.
- Missing and damaged floor tiles should be repaired and/or replaced to reduce trip/fall hazards.

Standards:

- Good Loss Prevention Practices-Missing and damaged floor tiles should be repaired and/or replaced to reduce trip/fall hazards.
- NMAC Statewide Adequacy Standards 6.27.30.8 A,(4) (b)(c) - General Requirements (b)free of friable asbestos; and (c) capable of continuing in its intended use, with normal maintenance and repair.
- OSHA 29 CFR 1910 Walking-Working Surfaces, General Requirements – 1910.22 All places of employment, passageways, storerooms, and service rooms shall be kept clean and orderly and in a sanitary condition. • The floor of every workroom shall be maintained in a clean and, so far as possible, dry condition.

Doors, Exits, and Means of Egress

6. Are exits and exit paths unobstructed and regularly inspected, and are doors free of inappropriate locks?

Recommendation Number: 2018-016

Observations:

- Sliding bar locks were used on some exit doors.
- Use of this type of lock could delay evacuation in an emergency.

Recommendations:

- The sliding bar locks should be removed. Only approved locking devices should be used on exit doors.

Standards:

- IFC, Chapter 10 - Means of Egress
1008.1.9.4 Bolt Locks 1008.1.9.4 Bolt locks. Manually operated flush bolts or surface bolts are not permitted. Exceptions: 1. On doors not required for egress in individual dwelling units or sleeping units. 2. Where a pair of doors serves a storage or equipment room, manually operated edge- or surface-mounted bolts are permitted on the inactive leaf. 3. Where a pair of doors serves an occupant load of less than 50 persons in a Group B, F or S occupancy, manually operated edge- or surface-mounted bolts are permitted on the inactive leaf. The inactive leaf shall contain no doorknobs, panic bars or similar operating hardware. 4. Where a pair of doors serves a Group B, F or S occupancy, manually operated edge- or surface-mounted bolts are permitted on the inactive leaf provided such inactive leaf is not needed to meet egress width requirements and the building is equipped throughout with an automatic sprinkler system in accordance with Section 903.3.1.1. The inactive leaf shall contain no doorknobs, panic bars or similar operating hardware. 5. Where a pair of doors serves patient care rooms in Group I-2 occupancies, self-latching edge- or surface-mounted bolts are permitted on the inactive leaf provided that the inactive leaf is not needed to meet egress width requirements and the inactive leaf contains no doorknobs, panic bars or similar operating hardware.
- IPMC, Fire Safety Requirements - Section 702 [F] 702.1 General. A safe, continuous and unobstructed path of travel shall be provided from any point in a building or structure to the public way. Means of egress shall comply with the International Fire Code. [F] 702.3 Locked doors. All means of egress doors shall be readily openable from the side from which egress is to be made without the need for keys, special knowledge or effort, except where the door hardware conforms to that permitted by the International Building Code



7. Is emergency lighting provided as required, and is it properly maintained?

Recommendation Number: 2018-017

Observations:

- Exit signs and/or emergency lights were damaged.
- Some of the emergency lighting systems were inoperable at the time of the audit.

Recommendations:

- Damaged or inoperable emergency lighting systems should be repaired or replaced.
- Consideration should be given to installing approved protective metal grills over illuminated exit signs and emergency light installations that may be at risk of damage due to their location and/or the activity conducted in the room, as in gymnasium and athletic activity rooms.
- Emergency lighting should be properly installed to provide adequate illumination of exits and exit paths during a power failure.



Standards:

- OSHA, 29 CFR, Part 1910, Subpart E -Exit Routes, Emergency Action Plans, Section 1910.37(b)(1) Maintenance, Safeguards, and Operational Features for Exit Routes. Each exit route must be adequately lighted so that an employee with normal vision can see along the exit route.
- IFC, Chapter 10 - Means of Egress 1011.6.2,Exit sign illumination. The face of an exit sign illuminated from an external source shall have an intensity of not less than 5 footcandles (54 lux). 1011.6.3 Exit Signs 1011.6.3 Power source. Exit signs shall be illuminated at all times. To ensure continued illumination for a duration of not less than 90 minutes in case of primary power loss, the sign illumination means shall be connected to an emergency power system provided from storage batteries, unit equipment or an on-site generator. The installation of the emergency power system shall be in accordance with Section 604.
- NFPA - 101, Life Safety Code Section 5-9.2.5 The emergency lighting system shall be either continuously in operation or capable of repeated automatic operation without manual intervention.
- IFC, Chapter 10 - Means of Egress 1006.1, 1006.3 Means of Egress Illumination1006.1 Illumination required. The means of egress, including the exit discharge, shall be illuminated at all times the building space served by the means of egress is occupied. 1006.31006.3 Emergency power for illumination. The power supply for means of egress illumination shall normally be provided by the premises' electrical supply. In the event of power supply failure, an emergency electrical system shall automatically illuminate all of the following areas: 1. Aisles and unenclosed egress stairways in rooms and spaces that require two or more means of

egress.2. Corridors, interior exit stairways and ramps and exit passageways in buildings required to have two or more exits.3. Exterior egress components at other than their levels of exit discharge until exit discharge is accomplished for buildings required to have two or more exits.4. Interior exit discharge elements, as permitted in Section 1027.1, in buildings required to have two or more exits.5. Exterior landings as required by Section 1008.1.6 for exit discharge doorways in buildings required to have two or more exits. The emergency power system shall provide power for a duration of not less than 90 minutes and shall consist of storage batteries, unit equipment or an on-site generator. The installation of the emergency power system shall be in accordance with Section 604.

Emergency Action Equipment & Systems

8. Are the appropriate types of fire extinguishers properly installed, unobstructed, inspected on a monthly and annual basis, and equipped with service tags?

Recommendation Number: 2018-018

Observations:

- Monthly fire extinguisher inspections are not being conducted.

Recommendations:

- The fire extinguishers should be inspected on a monthly basis to ensure that:
 - they are properly wall mounted;
 - the seals and pull pins are still intact; and
 - the units are fully charged and ready for use.
- The monthly inspection should be documented with the inspector's initials on the back of the annual inspection tag.



Standards:

- Good Loss Prevention Practices-The fire extinguishers should be inspected on a monthly basis to ensure that: they are properly wall mounted; the seals and pull pins are still intact; and the units are fully charged and ready for use.
- OSHA, 29 CFR, Part 1910, Subpart L – Fire Protection Section 1910.157(e),(1) Portable Fire Extinguishers: The employer shall be responsible for the inspection, maintenance and testing of all portable fire extinguishers in the workplace. Fire extinguishers should be inspected every month. 1910.157(e)(3) The employer shall assure that portable fire extinguishers are subjected to an annual maintenance check. Stored pressure extinguishers do not require an internal examination. The employer shall record the annual maintenance date and retain this record for one year after the last entry or the life of the shell, whichever is less. The record shall be available to the Assistant Secretary upon request.

Mechanical and Utility Systems

9. Are electrical panels and utility shutoff switches and valves unobstructed, properly labeled or identified, and protected from tampering; and do visible system components appear to be in good condition?

Recommendation Number: 2018-019

Observations:

- ****This box was found in a Mechanical/Heater/Electrical room. This room does not have fire-rated ceiling tiles. It also houses HVAC equipment, water heater, as well as, washer & dryer for athletic uniforms. Hazards for this condition include, shock and/or electrocution, and fire. Due to the blending of electrical and water use equipment in one room, hazards should be considered extreme.**
- Cover plate assemblies or the interior dead front of panelboard cabinets were removed.
- Some of the electrical wiring was exposed.
- This condition exposes personnel to an increased risk of electric shock.



Recommendations:

- All panelboard cabinets should be provided with cover plates with access doors, and dead fronts. A qualified technician should perform the repairs.
- Unused or removed circuit breaker holders should be covered with protective plates, blanks, or non-functional switches to ensure that exposed wiring is properly enclosed.
- Exposed wiring should be safely capped and concealed in accordance with Code requirements.

Standards:

- Good Loss Prevention Practices-Missing covers should be replaced. District maintenance personnel and outside contractors should be counseled to replace the covers before leaving the worksite even if the work is not finished.
- 29 CFR 1910, Subpart S - Electrical 215.1 Covers for Wiring System Components. Covers for wiring system components shall be in place with all associated hardware, and there shall be no unprotected openings.
- 29 CFR 1910, Subpart S - Electrical - 1910.305(b)(1)(ii) Unused openings in cabinets, boxes, and fittings shall be effectively closed.
- OSHA CFR 1910 303 g (2) (1) Subpart S Except as elsewhere required or permitted by this standard, live parts of electric equipment operating at 50 volts or more shall be guarded against accidental contact by use of approved cabinets or other forms of approved enclosures or by any of the following means:

Recommendation Number: 2018-020**Observations:**

- **This box was found in a Mechanical/Heater/Electrical room. This room does not have fire-rated ceiling tiles. It also houses HVAC equipment, water heater, as well as, washer & dryer for athletic uniforms. Hazards for this condition include, shock and/or electrocution, and fire. Due to the blending of electrical and water use equipment in one room, hazards should be considered extreme.
- Open slots were left in unused panelboard cabinet breaker holders.
- One or more electric panelboards that were accessible to unauthorized persons were unlocked.
- This permits unauthorized access to the circuit breakers.
- This condition exposes personnel to an increased risk of electric shock.

**Recommendations:**

- Unused or removed circuit breaker holders should be covered with protective plates, blanks, or non-functional switches to ensure that exposed wiring is properly enclosed.
- The doors of all panelboard cabinets located in public hallways and rooms should be kept locked at all times.
- This will reduce the risk of the intentional activation or deactivation of circuit breakers.

Standards:

- 29 CFR 1910, Subpart S - Electrical - 1910.305(b)(1)(ii) Unused openings in cabinets, boxes, and fittings shall be effectively closed.
- Good Loss Prevention Practices-The doors of all panelboard cabinets located in public hallways and rooms should be kept locked at all times. This will reduce the risk of the intentional activation or deactivation of circuit breakers.
- 29 CFR 1910, Subpart S - Electrical - 1910.303(g)(2)Guarding of live parts.
1910.303(g)(2)(i)Except as elsewhere required or permitted by this standard, live parts of electric equipment operating at 50 volts or more shall be guarded against accidental contact by use of approved cabinets or other forms of approved enclosures or by any of the following means: 1910.303(g)(2)(i)(A)By location in a room, vault, or similar enclosure that is accessible only to qualified persons;1910.303(h)(2)(i)Electrical installations in a vault, room, or closet or in an area surrounded by a wall, screen, or fence, access to which is controlled by lock and key or

other approved means, are considered to be accessible to qualified persons only. The type of enclosure used in a given case shall be designed and constructed according to the hazards associated with the installation.

10. Are electrical wiring systems in good condition; is live wiring properly capped and concealed; and is wiring free of damage or improper usage?

Recommendation Number: 2018-021

Observations:

- **Many electrical issues were observed throughout the building including but not limited to: Exposed, uncapped and improperly sealed wiring, and non-GFCI outlets near water sources.
- Rigid metal conduit that was not properly secured was observed.
- The electric ground may be compromised when rigid conduit is not securely connected.
- One or more conduit access fittings were open.
- The exposed wiring poses electric shock and fire hazards.

Recommendations:

- The rigid conduit should be connected as specified in the National Electric Code.
- Consideration should be given inspecting the surface-mounted rigid metal conduit that may be exposed to damage to ensure that it is properly and securely fastened.
- The missing covers should be replaced.

Standards:

- NEC 70, Chapter 3 - Wiring Methods & Materials
- 29 CFR 1910, Subpart S - Electrical



Recommendation Number: 2018-022**Observations:**

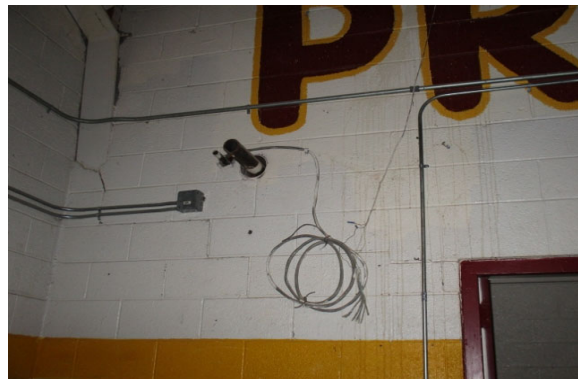
- **Many electrical issues were observed throughout the building including but not limited to: Exposed, uncapped and improperly sealed wiring, and non-GFCI outlets near water sources.
- Some of the electrical wiring was exposed.
- Exposed wiring poses an electric shock hazard.

Recommendations:

- Exposed wiring should be safely capped and concealed in accordance with Code requirements.

Standards:

- OSHA CFR 1910 303 g (2) (1) Subpart S Except as elsewhere required or permitted by this standard, live parts of electric equipment operating at 50 volts or more shall be guarded against accidental contact by use of approved cabinets or other forms of approved enclosures or by any of the following means:



Recommendation Number: 2018-023**Observations:**

- **Many electrical issues were observed throughout the building including but not limited to: Exposed, uncapped and improperly sealed wiring, and non-GFCI outlets near water sources.
- Some of the electrical wiring was exposed.
- Exposed wiring poses an electric shock hazard.

Recommendations:

- Exposed wiring should be safely capped and concealed in accordance with Code requirements.

Standards:

- OSHA CFR 1910 303 g (2) (1) Subpart S Except as elsewhere required or permitted by this standard, live parts of electric equipment operating at 50 volts or more shall be guarded against accidental contact by use of approved cabinets or other forms of approved enclosures or by any of the following means:

**11. Are electrical fixtures properly installed, properly protected, and free of damage?****Recommendation Number: 2018-024****Observations:**

- **Many electrical issues were observed throughout the building including but not limited to: Exposed, uncapped and improperly sealed wiring, and non-GFCI outlets near water sources.
- One or more receptacles and/or switches were missing their cover plates, or the cover plates were damaged.
- This practice increases the risk of fire and shock incidents.

Recommendations:

- All missing and damaged electric wall outlet and light switch wallplates should be replaced. Wallplates and switch covers should be replaced prior to leaving a repair worksite.

Standards:

- Good Loss Prevention Practices-All missing and damaged electric wall outlet and light switch wallplates should be replaced. Wallplates and switch covers should be replaced prior to leaving a repair worksite.
- OSHA 29 CFR 1910.303(g)(2)(i), Except as elsewhere required or permitted by this standard, live parts of electric equipment operating at 50 volts or more shall be guarded against accidental contact by use of approved cabinets or other forms of approved enclosures.
- OSHA 29 CFR 1910.303(b)(1) Examination. Electric equipment shall be free from recognized hazards that are likely to cause death or serious physical harm to employees.

Recommendation Number: 2018-025

Observations:

- **Many electrical issues were observed throughout the building including but not limited to: Exposed, uncapped and improperly sealed wiring, and non-GFCI outlets near water sources.
- One or more electric outlets observed near sinks did not appear to be equipped with ground-fault circuit interrupter receptacles.
- The use of unprotected receptacles near wet areas increases the risk of electric shock incidents.

Recommendations:

- Electric outlets near sinks or other moisture sources should be equipped with ground-fault circuit interrupter (GFCI) receptacles to reduce the risk of electric shock incidents.
- GFCI receptacles should be inspected at least monthly or as specified by the manufacturer to ensure that they are functional.

Standards:

- OSHA CFR 1910.305(j)(2)(iv)A receptacle installed in a wet or damp location shall be suitable for the location.



Recommendation Number: 2018-026**Observations:**

- **Many electrical issues were observed throughout the building including but not limited to: Exposed, uncapped and improperly sealed wiring, and non-GFCI outlets near water sources.
- Exterior electric outlets and/or switches were missing their weatherproof caps.
- This condition exposes the fixtures to contamination and damage and increases the risk of electric shock.

**Recommendations:**

- Missing covers should be replaced, or the fixtures should be replaced as needed with appropriately rated outlets and/or switches.

Standards:

- 29 CFR 1910, Subpart S 305.(j)(2)(v)- Electrical Equipment for general use—(2)Receptacles, cord connectors, and attachment plugs (caps).(v) A receptacle installed outdoors in a location protected from the weather or in other damp locations shall have an enclosure for the receptacle that is weatherproof when the receptacle is covered (attachment plug cap not inserted and receptacle covers closed).

12. Are plumbing systems and fixtures in good condition and free from damage or leaking?**Recommendation Number: 2018-027****Observations:**

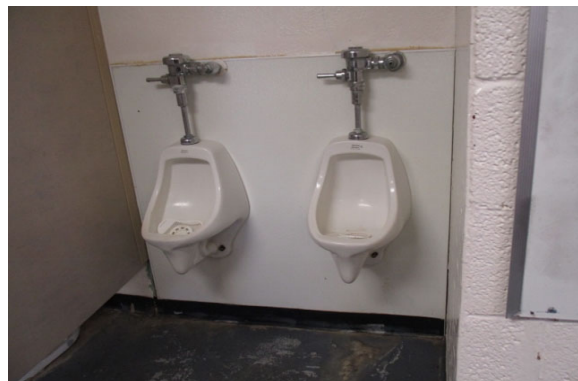
- Urinals and toilets appear to be inoperable and/or are unsanitary.

Recommendations:

- Repair/replace urinals and toilets.
Repair/replace plumbing systems if necessary.

Standards:

- IPMC, Section 504 - Plumbing Systems and Fixtures



13. Are boilers and water heaters in apparently good condition, strapped or anchored to prevent horizontal displacement during earthquakes, and equipped with properly installed relief valves?

Recommendation Number: 2018-028

Observations:

- Some water heaters observed were not properly secured to prevent displacement due to earthquake motion.
- No documentation available to verify the water heaters are inspected on a regular basis.

Recommendations:

- Strapping should be installed at points within the upper one-third and lower one-third of the water heater's vertical dimensions. At the lower point, a minimum distance of four inches (102 mm) is required to be maintained between the controls with the strapping above them.
- The securing straps or anchors should be fastened to the concrete floor, wall studs, or floor joists.
- The manner of securing the water heaters should be acceptable to the Authority Having Jurisdiction (AHJ).
- Consideration should be given to implementing a preventive maintenance program for the water heaters/boilers to identify deteriorating conditions early.
- Optimally, the program would include monthly inspections by site personnel and annual inspections by a person knowledgeable in the installation and maintenance of fired pressure vessels.
- All inspections should be documented in writing. The documentation should include the name of the inspector, the date of the inspection, a description of the conditions observed and any corrective action taken.

Standards:

- IPC, Chapter 5 - Water Heaters
- IMC, Chapter 10 - Boilers, Water Heaters and Pressure Vessels



Disabled Access

14. Are accessible routes to the building provided, and are at least half of the entrances accessible to disabled persons?

Recommendation Number: 2018-029

Observations:

- Some of the facility entry points were not wheelchair accessible.

Recommendations:

- The Americans with Disabilities Act Transition Plan should be reviewed to ensure that adequate access is provided to all buildings as required.

Standards:

- ADA - ADAAG 4.3.1* General. All walks, halls, corridors, aisles, skywalks, tunnels, and other spaces that are part of an accessible route shall comply with 4.3. Appendix Note 4.3.2 Location. (1) At least one accessible route within the boundary of the site shall be provided from public transportation stops, accessible parking, and accessible passenger loading zones, and public streets or sidewalks to the accessible building entrance they serve. The accessible route shall, to the maximum extent feasible, coincide with the route for the general public. (2) At least one accessible route shall connect accessible buildings, facilities, elements, and spaces that are on the same site. (3) At least one accessible route shall connect accessible building or facility entrances with all accessible spaces and elements and with all accessible dwelling units within the building or facility. (4) An accessible route shall connect at least one accessible entrance of each accessible dwelling unit with those exterior and interior spaces and facilities that serve the accessible dwelling unit.

15. Is signage provided at entrances, facilities, or other non-accessible services to direct disabled persons to entrances, facilities, or services that are accessible?

Recommendation Number: 2018-030

Observations:

- Some areas were not accessible to persons with disabilities.
- Signs were not posted in these areas to direct persons with disabilities to an accessible entry or area.

Recommendations:

- Directional signage should be provided to direct persons with disabilities to accessible entry points, facilities, or areas.

Standards:

- ADA - ADAAG 4.30 - Signage

16. Are doorways of sufficient width, and are thresholds designed to permit the passage of wheelchairs?

Recommendation Number: 2018-031

Observations:

- Some doors had clear openings of less than 32 inches when opened. These narrow doorways would not permit wheelchair passage.
- In addition, signs were not posted at these non-accessible entry points directing persons with disabilities to an accessible entry point.

Recommendations:

- The District should review its Americans with Disabilities Act Transition plan to ensure that these issues have been addressed and modifications planned.
- Building modifications should be made to provide access for persons with disabilities to all classrooms and offices and to at least 50 percent of the restrooms for both men and women.
- Signs should be posted at non-accessible points and restrooms directing persons with disabilities to the nearest accessible entry or restroom.

Standards:

- ADA - 4.13 Doors. 4.13.5 Clear Width. Doorways shall have a minimum clear opening of 32 in (815 mm) with the door open 90 degrees, measured between the face of the door and the opposite stop. Openings more than 24 in (610 mm) in depth shall comply with 4.2.1 and 4.3.3
- ADA - ADAAG 4.30 - Signage

17. Are an appropriate number of restrooms designed to accommodate persons with disabilities?

Recommendation Number: 2018-032

Observations:

- None of the restrooms were accessible to disabled persons.

Recommendations:

- An appropriate number of restrooms should be properly modified to accommodate persons with physical disabilities.

Standards:

- ADA - ADAAG 4.22.1 Minimum Number. Toilet facilities required to be accessible by 4.1 shall comply with 4.22. Accessible toilet rooms shall be on an accessible route. 4.22.2 Doors. All doors to accessible toilet rooms shall comply with 4.13. Doors shall not swing into the clear floor space required for any fixture. 4.22.3* Clear Floor Space. The accessible fixtures and controls required in 4.22.4, 4.22.5, 4.22.6, and 4.22.7 shall be on an accessible route. An unobstructed turning space complying with 4.2.3 shall be provided within an accessible toilet room. The clear floor space at fixtures and controls, the accessible route, and the turning space may overlap

ATHLETIC AREAS, GYMNASIUM, AND LOCKER ROOM INSPECTIONS DISCLAIMER

Loss Control is a daily responsibility of your District's management. NMPSIA's visits and related efforts are not to be considered, and not intended by NMPSIA, to be a substitute for all or part of the District's loss control programs. Any recommendations made by NMPSIA are also drawn from limited conditions physically observed at the time of the site visit, and do not necessarily address each and every possible loss potential, code or other statutory violations, or exception to good practices and procedures. Further, the absence of comment (or recommendations) on a given area does not mean the area is in compliance with all applicable codes and statutes, is in conformation with good practice and procedures, or is without a loss potential.

ATHLETIC AREAS, GYMNASIUM, AND LOCKER ROOM INSPECTIONS

Contact: Alfredo Holguin, Associate Superintendent - Support Services

Auditor: Brenda Barela, CPSI, CSHO, SSH

Member Agency: Gadsden Independent Schools

JPA Client: NMPSIA

Inspection Concluded: December 3, 2018

Hazard Type	Hazard Scope	Hazard Urgency	Capital
1 – Egress Issue	A – Facilities/Planning	I – Immediate	C – Capital
2 – Injury Hazard	B – Custodial or	H – High	NC – Non-
3 – Property Loss	Maintenance	M – Medium	Capital
4 – Regulatory or	C – Policy and/or	L – Low	
Legal Issue	Procedures	O – Ongoing /	
5 – Accepted Best	D – Employee Practices	Preventative	
Practices			

Athletic Areas, Gymnasium, and Locker Room Section		Yes	No	NA	Priority	Recommendations
1	Are lockers, showers, and other locker room fixtures free of apparent hazards?	0	0	0	2,4,5 - B - M - C	2018-033

ATHLETIC AREAS, GYMNASIUM, AND LOCKER ROOM INSPECTIONS RECOMMENDATIONS

Athletic Areas, Gymnasium, and Locker Room Section

1. Are lockers, showers, and other locker room fixtures free of apparent hazards?

Recommendation Number: 2018-033

Observations:

- Showers observed were not clean, and missing tiles.

Recommendations:

- The tiles should be cleaned and sanitized on a regular basis.
- The drains pipes should be treated periodically to prevent clogs.
- Any leaking plumbing should be repaired.

Standards:

- 29 CFR 1910, Subpart J - General Environmental Controls
- IPMC, Section 504 - Plumbing Systems and Fixtures



END OF DOCUMENT