

Prevention of Freeze-Ups

Water pipes, process equipment, and buildings are subject to freeze-ups when temperatures dip below freezing. Water leaks caused by freezing and bursting pipes can damage buildings and contents and interrupt your business. An effective freeze-up prevention program should include these elements:

Preventive Maintenance and Contingency Planning

- Identify lines of authority and personnel assignments.
- List telephone numbers for *internal* staff and *external* contacts (water, electrical, and gas companies, contractors, equipment suppliers).
- Conduct a physical survey of the facility, looking for freeze-up hazards.
- Provide periodic program review and employee training.

Winterizing Inspections

- List, inspect, and maintain process equipment and building utilities if they:
 - Contain water that is to be drained before the onset of cold weather.
 - Contain water that is protected by anti-freeze solutions. (Use a hydrometer to check the solution's freezing point annually.)
 - Are in unheated areas containing water.
- Inspect process equipment for proper lubrication in cold weather operation.
- Monitor products in unheated areas subject to freezing.
- Survey buildings and equipment to find insulation and heat tracing deficiencies. Check for unwanted outside air; look for vents and openings in windows walls, roofs, or floors.
- Drain low point drains (drum drips) on dry-pipe sprinkler systems to remove water that may be present from condensation or accidental trips.
- Provide adequate heat (40 degrees F) for dry-pipe valve rooms, pump rooms, and water tanks.
- Provide areas subject to freezing with non-freeze fire extinguishers. (Dry chemical, carbon dioxide).

Temperature Monitoring

- Appoint individuals to monitor weather reports. Establish guidelines to alert management and maintenance staff.
- Maintain indoor temperatures of 40 degrees F. Provide adequate heating throughout areas susceptible to freezing, such as in stairwells, above dropped ceilings, and attic spaces.
- Put thermometers in key areas throughout the site.
- Monitor boilers and other facility heat supply sources, using personnel and/or supervisory devices.

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Snow and Ice Removal

- Remove snow from roofs, hydrants, sprinkler control valves and roadways.
- Maintain drains clear of snow and ice. Maintain clear paths to the drains.

Unattended Buildings

- Monitor building temperature via supervisory devices, to transmit to a station with 24-hour attendance. Have security or maintenance personnel conduct rounds to monitor indoor temperatures.
- Maintain the outside of the facility. Repair broken windows and doors.

For more information, contact your local Hartford agent or your Hartford Loss Control Consultant. Visit The Hartford's Loss Control web site at <http://www.thehartford.com/corporate/losscontrol/>

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