<<Facility Name>>

POLICY TITLE: UPHOLSTERED FURNITURE

| APPROVED BY:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | Effective Date: \_\_\_\_\_\_\_\_ |
| --- | --- |
|  | Revised Date: \_\_\_\_\_\_\_\_ |

**I. POLICY**

It is the policy of <<Facility Name>> that all upholstered furniture utilized within the facility will meet applicable flammability requirements.

**II.** **PURPOSE**

To ensure that residents, staff and visitors at <<Facility Name>> are protected against fires involving upholstered furniture especially since <<Facility Name>> is not protected throughout by an approved automatic fire sprinkler system.

**III. RESPONSIBILITY**

 A. Responsibility for development and implementation of this policy rests with the facility safety officer.

 B. Responsibility for ensuring that all upholstered furniture procured for use at <<Facility Name>> meets applicable flammability requirements rests with the facility purchasing director.

 C. Responsibility for ensuring that all upholstered furniture is cared for in accordance with manufacturer’s instructions rests with the facility housekeeping director.

**IV. PROCEDURE**

1. Only upholstered furniture that meets applicable flammability requirements will be specified for use at <<Facility Name>>.
2. The vendor will be responsible for providing proper care instructions for each upholstered furniture item purchased as well as written documentation certifying that:
3. The furniture is resistant to ignition by cigarettes as demonstrated by tests conducted in accordance with one of the following:

i. Mocked-up composites of the upholstered furniture have a char length not exceeding 1.5 inches (38 mmm) when tested in accordance with NFPA 261; **or**

ii.The components of the upholstered furniture meet the requirements for Class I when tested in accordance with NFPA 260.

1. The furniture has limited rates of heat release when tested in accordance with ASTM E 1537 or California Technical Bulletin 133 as follows:

i. The peak rate of heat release for the single upholstered furniture item does not exceed 80 kW, and

ii.The total energy released by the single upholstered furniture item during the first 10 minutes of the test does not exceed 25 MJ.

1. Purchasing will mark each piece of documentation to identify the specific location(s) in which the product is present.
2. Purchasing will keep this documentation on file until the product is removed from the building.
3. Residents will be allowed to bring their own upholstered furniture items with them into the facility for use in their own sleeping room. Such personal furnishings are exempt from the aforementioned testing requirements, but must be in clean and serviceable condition. <<Facility Name>> will ensure that sleeping rooms containing such personal furnishings are protected by at least a battery-operated single-station smoke alarm.
4. Staff will be informed of this policy at time of hire.
5. Residents or their appointed representatives (as appropriate) will be informed of this policy upon admission to the facility.
6. Laundry and housekeeping personnel will follow manufacturer’s care instructions to ensure that flame retardant treatments are properly maintained.