



DEPARTMENT OF THE ARMY
US ARMY INSTALLATION MANAGEMENT COMMAND
HEADQUARTERS, UNITED STATES ARMY GARRISON, FORT LEE
3312 A AVENUE, SUITE 208
FORT LEE VA 23801

IMLE-ZA

FORT LEE POLICY NO: 01-08

AUG 2 2016

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Exchange and Disposal of Fire Extinguishers

1. REFERENCES:

- a. AR 420-1, Army Facilities Management, 24 August 2012.
- b. UFC 3-600-01, Unified Facilities Criteria Design: Fire Protection Engineering for Facilities.
- c. National Fire Protection Association 10, Portable Fire Extinguishers.

2. PURPOSE: To establish policy and provide guidance for the exchange and disposal of fire extinguishers of Fort Lee.

3. APPLICABILITY: This applies to all Active Army, Army National Guard, United States Army Reserve, members of other uniform services, organizations (to include tenant and contractors), and civilian personnel assigned or attached to Fort Lee.

4. FIRE EXTINGUISHER EXCHANGE AND DISPOSAL:

a. During routine, recurring inspections, the Directorate of Emergency Services, Fire and Emergency Services (F&ES) Division personnel or designated facility representatives identify fire extinguishers to be serviced. F&ES then provides a signed fire extinguisher exchange certificate to the designated facility representative who is then responsible for delivering the certificate and identified fire extinguishers to the Directorate of Public Works (DPW) U-Do-It warehouse for exchange.

b. The DPW U-Do-It warehouse located in building T-6208 on Quartermaster Road, will exchange fire extinguishers from office buildings and troop barracks on a one for one basis only if the individual has a fire extinguisher exchange certificate signed by F&ES. The DPW is only responsible for the exchange of Fort Lee Facility extinguishers that are recognized by an affixed Fort Lee label. Fire extinguishers from vehicles, mobility kits, etc. are the unit's responsibility to service. This exchange requires a signature card holder from the activity.

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c. Disposal methods apply to dry chemical extinguishers, pressurized water extinguishers and CO2 extinguishers only and will not be used for Halon extinguishers. Consultation with the Environmental Management Division is required whenever Halon extinguishers are discovered.

5. EFFECTIVE DATE: This policy is effective on the above-mentioned date of this memorandum.

6. SUPERCESSION: This policy supersedes Fort Lee Exchange and Disposal of Fire Extinguishers dated 1 June 2009.

7. PROPONENT: Proponent for this policy is DPW Business Operations and Integration Division, (804) 734-5016.



ADAM W. BUTLER
COL, FI
Commanding

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