

Guidelines Commission

Meeting: 13-14 September 2012 in Malmö, Sweden

Present: Matti Orrainen (chairman), Finland, Tommy Arvidsson, Sweden, Ib Bertelsen, Denmark, Adair Lewis, UK, Lars Rang, Sweden, Hardy Rusch, Germany, Kjell Schmidt Pedersen, Norway, Miguel Vidueira, Spain, Mingyi Wang, Germany (only 13th), Hans-Heinrich Wolfensberger, Switzerland and Tiziano Zuccaro, Italy

Not present: Jeanine Driessens, Belgium, Mateja Gris, Slovenia, and Géraldine Guichard, France

Minutes

1. Welcome

- a) *Welcome.* Matti wish everyone welcome to the meeting. *Information about the Swedish Fire Protection Association.* Lars and Tommy gave a presentation of the Swedish FPA.
- b) *Agenda.* The proposal was confirmed.
- c) Election of vice chairman/secretary. Tommy was elected as the deputy chairman and also as secretary for the Guidelines Commission. Tommy informed that he will do this work until the meeting in Bled. In Bled, September 2013, we need to elect a new deputy chairman and that person should be ready to take over as the chairman of the Guidelines Commission from General Assembly 2014. Tommy also informed that he and Matti will propose Miguel Vidueira to be that person, se item 10 b for more information.

2. Minutes from last meeting

Last minutes are from our meeting in Como, 22-23 March 2012. No special comments. We look at our “to do” list and saw that most things have been done. If not it will be discussed at this meeting.

3. Reports from different activities/meetings

- a) General Assembly and other Commissions. Matti/Tommy informed from the General Assembly. New chairman of the CFPA E is Jesper Ditlev, Denmark and new vice chairman is Anders Bergqvist, Sweden. In the Management Committee are also the chairmen of all four Commissions and also Guillaume Savornin, France. Matti was elected as chairman for the GC. Peter Stocker, Switzerland, will continue as secretary

also now, even if Hubert Ruegg has left. The reports from the other Commissions have been sent out before the meeting. We made a short look in this reports and gave some comments.

- b) Comments from EFSAC. *Guideline No. 18*. Harry has made a new revised proposal where we have integrated the viewpoints from EFSAC. We also went through the comments from Belgium. Some is very good and we made those changes in Harry's proposal. He will prepare a final version. Harry will send the new revised version to Adair (English wash). Harry and Adair need only one month together. After that Tommy will send the proposal to all members concerning ratification.
Guideline No. 22. Discussion about the comments we got from EFSAC. We decided to change the Guideline on page 22-23 as Hardy has proposed before this meeting. Lars will make the change. We decided to ratify the new proposal and this revised Guideline will be No. 22:2012 F.
- c) CTIF and the Fire Prevention Commission. This year, in June, the Commission had the meeting in Stockholm. Good discussion about combustible isolations, fire safety in hospital, etc. Matti promised us to get the minutes from the CTIF commission where we can ready and also get links to reports.
- d) Keywords in the Guideline. Jeanine's proposal has been sent to all of us and we had possibility to give comments before the end of May. After that Jeanine has sent us the final version. When it's time to revise the Guideline we will write the keywords also in the Guideline.

4. CFPA E web-site.

Jeanine is a member of the working group, led by Trine Leth in Denmark. Jeanine has sent us a short report from the work. The discussion is now which company that will make the new web-site.

5. Summary from the group "Natural Hazards"

Today in the morning there was a meeting in the Natural Hazards Group. The proposal "Protection of business and people" is in the final version and the proposal will be discussed also at this meeting. There is also a first proposal called "Protection of buildings against storm" and another one called "Protection roof from collapse under heavy snow and ice". Most part of a Swedish Guideline about "Lighting" is now in English and also that proposal where discussed. The "Heavy rain" proposal is not ready. We also decided to start a work about forest fires.

6. Revising discussion

- a) Guidelines No. 1, 2, 5, 13, and 16. Lars said that we not need to revise these Guidelines. He will make a new appendix to Guideline No. 2. That proposal will be sent to us very soon. In Berlin we can decide if the Guideline together with the new appendix will be the new version of this Guideline.
- b) Guideline No. 8, and 17. Tommy said that it's not necessary to revise these two Guidelines.
- c) Guideline No. 10. We decided to follow Kjell's viewpoint to not revise this Guideline now.
- d) Guidelines No. 11, and 14. Hardy said that there is not necessary to revise these Guidelines for the moment.
- e) Guideline No. 18. See above, 3 b.

7. Comments and decisions concerning ratification

- a) "Fire safety in guest harbours and marinas". The change we discussed in Como has been sent to all members of CFP A E. No member is against the change. The Commission decided to ratify the proposal to Guideline No. 15:2012 F. Lars will make the finally version and after that we will put in on the web-site and send the proposal to all members of CFP A E, and also to EFSAC.
- b) "Fire safety in laboratories". Until the end of May we had possibility to give Adair the final comments about changes and the new checklist. Harry asked for a small change in the appendix (11.2.2). We decided to follow his viewpoint. The Commission decided to ratify the proposal to Guideline No. 28:2012 F. As soon as possibly the Guideline will be sent to the members.

8. Proposals for discussion

- a) "Protection of business and people" or "Business Resilience". The Natural Hazards Group has discussed this proposal, and Adair gave a short information. In the end of April the members of the group had to send comments to Adair about the proposal. He got some comments from Mingyi and some few others. Adair has updated the proposal after he got the comments and we all got the new version in the beginning of August. Adair informed about the new changes. Adair will check the proposal once again and after that send the proposal to Lars for final layout. After that Tommy will send the proposal for comments before ratification. Adair and Lars will be ready in one month. The title of the Guideline will be "Business Resilience".
- b) "Fire safety in museum". Miguel sad that in the final version it will not only be a recommendation for extinguishing powder. The new writing gives more possibilities. We need a chapter of definitions. We also discussed how low the oxygen contents need to be for avoiding fire. VdS has many test experiments that show it is necessary to go down to 14 %. We decided to write that the oxygen content should not be more than 14 %. Hardy had some question concerning chapter 4.2.8. We decided that extinguishing systems should be tested. We decided also that all extinguishing systems should be automatically. Ingeborg Schlosser has sent us some comments, because they are working with a museum guideline also in the Security Commission. The chapter about fire in the Security proposal can be included as an appendix in our Guideline. Miguel will contact Ingeborg and he will make this appendix. Matti will inform Ingeborg about the decision next week. A month before our next meeting Miguel will send us the final proposal, and the proposal might be ready in the spring for the members concerning ratifications.
- c) "Fire safety in heritage". Mateja is still not ready with the proposal. She sent Tommy some information about the work in August.
- d) "Transformation facilities". Miguel will see if he can have the first proposal ready at our next meeting.
- e) "Fire resistance with performance calculations". Tiziano will be ready with the first proposal in a two month period.
- f) "Sorting, processing and storage of combustibile waste, collected as secondary raw material". We got Hardy's proposal in the middle of August. The proposal gives the whole concept. Most countries has nothing in this subject and we are happy if Hardy can continue to make the final version of the proposal. It might be possible to have a final discussion (before we send it to the members for comments) at our meeting in Berlin.
- g) "Grain handling and storage". Kjell have sent us the contents of this Guideline and short summary of what will be written in each chapter. We decided that we should use

the word self-ignition instead of spontaneous ignition in the proposal. Important to have definitions in the final Guideline. We discussed if the proposal also should include industry and not only farms. We decided that this Guideline will focus on farms. We can in chapter 7 list good references that give a wider scope. We will be very clear that good housekeeping is very important to avoid dust explosions. Inert atmosphere should be in chapter 6 where we describe self-ignition, and also in the chapter where we talk about dust explosions. We need to give reference to Guideline No. 17. Kjell will take our viewpoints and send us the final version before the next meeting. Kjell inform that next meeting will be his last in Guidelines Commission because he will retire.

- h) “Montage on roofs”. We will come back to this later, after that Hardy has finished the proposal about combustible waste. VdS has a document. Please, see VdS 3145 “Photovoltaikanlagen”, www.vds.de/fileadmin/vds_publicationen/vds_3145_web.pdf We had a short discussion about the scope of such a Guideline.

9. Ideas for new proposals

- a) “Fire investigation”. Spain, Belgium and Italy are working in the Training Commission to produce a course about “fire investigation”. We discussed if we can do something about fire investigation in our Commission. Kjell informed that Norwegian FPA is producing a handbook about fire investigation. Tiziano is ready to do some work to produce a proposal.
- b) “Warehouses”. Adair proposed a Guideline about fire safety in warehouse. FPA in UK is producing such a Guideline. When it is ready he will come back with a proposal.
- c) “Merkblatt” (leaflet) in Switzerland. See more on the web, www.gvz.ch/Feuerpolizei/LinkClick.aspx?fileticket=p9RxxM%2bgDFs%3d&tabid=253language=de-CH Harry is ready to see if he can combine these leaflets to a proposal for us.
- d) “Wood pellets”. Ib informed about some problems they have in Denmark with wood pellets. Harry said that they have something in Switzerland. He will give that to Ib. Even in Germany there is something written about this problem.

10. Any other business

- a) Swedish representation in the Guidelines Commission from autumn 2013. Tommy informed that he and Lars will have the last meeting in the Commission in September 2013. The new person in the Commission will be Lars Brodin and he will join us the first time in Berlin next spring. Lars Brodin has been a member of the Training Commission for many years. Tobias Plantin will be the new Swedish member of the Training Commission.
- b) Matti and Tommy will propose Miguel to be the new chairman of the Guidelines Commission from General Assembly 2014. He is ready to be elected as deputy chairman (and secretary) of the Commission from the meeting in Bled. Everyone around the table said that they support this idea.

11. Time limits until next meeting

Documents for our March meeting should be sent to Tommy not later than February 7. Tommy will produce a “to do list” from this Malmö meeting, and distribute it to everyone in the Commission.

12. Next meetings

Next meeting will be in Berlin, Germany, and the days are March 7-8, 2013. The meeting will start 2 pm on the 13th, and will be finished around noon on the 14th. In the morning on the 7th there will be a meeting in the group Natural Hazards. Mingyi will be back with information about meeting place, hotel, etc.

We decided this about our meetings 2013 - 2014:

2013, March 7-8, Berlin, Germany

2013, September 12-13, Bled, Slovenia

2014, March 20-21, Belgium

2014, September, Switzerland.

/ Tommy Arvidsson