

CARBON MONOXIDE RESPONSE PLAN

Carbon Monoxide detectors are installed within the areas of the building where fuel burning appliances are located or served by a gas fired heating unit.

All CO detectors are monitored remotely as individual zones or points by the school district Building Controls Monitoring Center. Alarms are also annunciated at the protected premises where the location of the affected detector is displayed on a system annunciator and a blue strobe light in the main office will begin flashing. Each detector also has a built-in sounder that will sound in temporal 4 format (4 short beeps followed by a pause). Individual detectors may be silenced by pressing the hush button found on the front cover of the detector or by following the instructions to silence the device via the control panel.

Upon receipt of a CO alarm at the Building Controls Monitoring Center, the on duty operator will immediately dispatch a technician to respond to the location and check for high levels of Carbon Monoxide. The operator will then notify the facility staff and inform them that a technician is in route to their location. The building administration will evacuate all occupants from the area where CO has been detected. If a technician cannot arrive at the site within thirty minutes of the received alarm, the local fire department will be dispatched to the site to check for high levels of carbon monoxide.

When the technician arrives at the site they will go to the location of the tripped detector and begin measuring for high CO levels in that area and surrounding areas. If CO levels greater than 50 ppm are detected the building will be evacuated immediately and the following entities will be notified by the Building Controls Monitoring Center:

- Local fire department

- Natural gas utility/Questar

- District maintenance crews as needed

 - H.V.A.C.

 - Plumbing

 - Kitchen equipment

- District Risk Management

- District Administration

If the technician does not detect high levels of CO with the handheld meter the affected CO detector will be replaced and the system restored to normal operation.