
Safe Storage Policy

Purpose

To provide direction on safe storage practices throughout campus.

To Whom Does the Policy Apply

Ramapo College community

Related Documents

- New Jersey Fire Code
- <https://www.ramapo.edu/ehs/fire-safety/>

Contacts

College Fire Marshal (201).684.6252

Enforcement of Policy

The policy will be enforced by the College Fire Marshal and the Office of Public Safety. The Division of Fire Safety will enforce applicable provisions of the New Jersey State Fire Code.

Background

The New Jersey Division of Fire Safety is the Authority Having Jurisdiction (AHJ) over all New Jersey State Colleges and Universities.

Procedure

1. Storage in Electrical, Mechanical, Elevator, Fire Alarm, and Sprinkler Rooms is **prohibited** without approval from the RCNJ Fire Marshal.
 - Where storage is permitted, clearances in front of electrical panels must be kept at a minimum of 36 inches at all times.
 - This provides a safe work space for facilities employees working on the equipment, prevents the possibility of electrical arcs or heat build-up, and increases safety of firefighters when they need to shut down utilities during an emergency.
 - Clearance to ceilings across the entire room area shall be 18 inches if the location is protected by sprinklers and 24 inches if no sprinklers are present.
2. Storage in hallways and stairwells, particularly protected egress stairwells, is **prohibited**.
 - Besides blocking the exit, storage in stairwells can cause a potential fire hazard by bringing combustible materials into a protected space designed for safe egress.
 - Also prohibits access by firefighters.