

**NFPA<sup>®</sup>**

# 1620

---

Standard for  
Pre-Incident Planning

---

**2020**



This is a preview. [Click here to purchase the full publication.](#)

## IMPORTANT NOTICES AND DISCLAIMERS CONCERNING NFPA® STANDARDS

NFPA® codes, standards, recommended practices, and guides (“NFPA Standards”), of which the document contained herein is one, are developed through a consensus standards development process approved by the American National Standards Institute. This process brings together volunteers representing varied viewpoints and interests to achieve consensus on fire and other safety issues. While the NFPA administers the process and establishes rules to promote fairness in the development of consensus, it does not independently test, evaluate, or verify the accuracy of any information or the soundness of any judgments contained in NFPA Standards.

The NFPA disclaims liability for any personal injury, property, or other damages of any nature whatsoever, whether special, indirect, consequential or compensatory, directly or indirectly resulting from the publication, use of, or reliance on NFPA Standards. The NFPA also makes no guaranty or warranty as to the accuracy or completeness of any information published herein.

In issuing and making NFPA Standards available, the NFPA is not undertaking to render professional or other services for or on behalf of any person or entity. Nor is the NFPA undertaking to perform any duty owed by any person or entity to someone else. Anyone using this document should rely on his or her own independent judgment or, as appropriate, seek the advice of a competent professional in determining the exercise of reasonable care in any given circumstances.

The NFPA has no power, nor does it undertake, to police or enforce compliance with the contents of NFPA Standards. Nor does the NFPA list, certify, test, or inspect products, designs, or installations for compliance with this document. Any certification or other statement of compliance with the requirements of this document shall not be attributable to the NFPA and is solely the responsibility of the certifier or maker of the statement.

### REVISION SYMBOLS IDENTIFYING CHANGES FROM THE PREVIOUS EDITION

Text revisions are shaded. A **Δ** before a section number indicates that words within that section were deleted and a **Δ** to the left of a table or figure number indicates a revision to an existing table or figure. When a chapter was heavily revised, the entire chapter is marked throughout with the **Δ** symbol. Where one or more sections were deleted, a **•** is placed between the remaining sections. Chapters, annexes, sections, figures, and tables that are new are indicated with an **N**.

Note that these indicators are a guide. Rearrangement of sections may not be captured in the markup, but users can view complete revision details in the First and Second Draft Reports located in the archived revision information section of each code at [www.nfpa.org/docinfo](http://www.nfpa.org/docinfo). Any subsequent changes from the NFPA Technical Meeting, Tentative Interim Amendments, and Errata are also located there.

### REMINDER: UPDATING OF NFPA STANDARDS

Users of NFPA codes, standards, recommended practices, and guides (“NFPA Standards”) should be aware that these documents may be superseded at any time by the issuance of a new edition, may be amended with the issuance of Tentative Interim Amendments (TIAs), or be corrected by Errata. It is intended that through regular revisions and amendments, participants in the NFPA standards development process consider the then-current and available information on incidents, materials, technologies, innovations, and methods as these develop over time and that NFPA Standards reflect this consideration. Therefore, any previous edition of this document no longer represents the current NFPA Standard on the subject matter addressed. NFPA encourages the use of the most current edition of any NFPA Standard [as it may be amended by TIA(s) or Errata] to take advantage of current experience and understanding. An official NFPA Standard at any point in time consists of the current edition of the document, including any issued TIAs and Errata then in effect.

To determine whether an NFPA Standard has been amended through the issuance of TIAs or corrected by Errata, visit the “Codes & Standards” section at [www.nfpa.org](http://www.nfpa.org).

## **ADDITIONAL IMPORTANT NOTICES AND DISCLAIMERS CONCERNING NFPA® STANDARDS**

### **Updating of NFPA Standards**

Users of NFPA codes, standards, recommended practices, and guides (“NFPA Standards”) should be aware that these documents may be superseded at any time by the issuance of a new edition, may be amended with the issuance of Tentative Interim Amendments (TIAs), or be corrected by Errata. It is intended that through regular revisions and amendments, participants in the NFPA standards development process consider the then-current and available information on incidents, materials, technologies, innovations, and methods as these develop over time and that NFPA Standards reflect this consideration. Therefore, any previous edition of this document no longer represents the current NFPA Standard on the subject matter addressed. NFPA encourages the use of the most current edition of any NFPA Standard [as it may be amended by TIA(s) or Errata] to take advantage of current experience and understanding. An official NFPA Standard at any point in time consists of the current edition of the document, including any issued TIAs and Errata then in effect.

To determine whether an NFPA Standard has been amended through the issuance of TIAs or corrected by Errata, visit the “Codes & Standards” section at [www.nfpa.org](http://www.nfpa.org).

### **Interpretations of NFPA Standards**

A statement, written or oral, that is not processed in accordance with Section 6 of the Regulations Governing the Development of NFPA Standards shall not be considered the official position of NFPA or any of its Committees and shall not be considered to be, nor be relied upon as, a Formal Interpretation.

### **Patents**

The NFPA does not take any position with respect to the validity of any patent rights referenced in, related to, or asserted in connection with an NFPA Standard. The users of NFPA Standards bear the sole responsibility for determining the validity of any such patent rights, as well as the risk of infringement of such rights, and the NFPA disclaims liability for the infringement of any patent resulting from the use of or reliance on NFPA Standards.

NFPA adheres to the policy of the American National Standards Institute (ANSI) regarding the inclusion of patents in American National Standards (“the ANSI Patent Policy”), and hereby gives the following notice pursuant to that policy:

NOTICE: The user’s attention is called to the possibility that compliance with an NFPA Standard may require use of an invention covered by patent rights. NFPA takes no position as to the validity of any such patent rights or as to whether such patent rights constitute or include essential patent claims under the ANSI Patent Policy. If, in connection with the ANSI Patent Policy, a patent holder has filed a statement of willingness to grant licenses under these rights on reasonable and nondiscriminatory terms and conditions to applicants desiring to obtain such a license, copies of such filed statements can be obtained, on request, from NFPA. For further information, contact the NFPA at the address listed below.

### **Law and Regulations**

Users of NFPA Standards should consult applicable federal, state, and local laws and regulations. NFPA does not, by the publication of its codes, standards, recommended practices, and guides, intend to urge action that is not in compliance with applicable laws, and these documents may not be construed as doing so.

### **Copyrights**

NFPA Standards are copyrighted. They are made available for a wide variety of both public and private uses. These include both use, by reference, in laws and regulations, and use in private self-regulation, standardization, and the promotion of safe practices and methods. By making these documents available for use and adoption by public authorities and private users, the NFPA does not waive any rights in copyright to these documents.

Use of NFPA Standards for regulatory purposes should be accomplished through adoption by reference. The term “adoption by reference” means the citing of title, edition, and publishing information only. Any deletions, additions, and changes desired by the adopting authority should be noted separately in the adopting instrument. In order to assist NFPA in following the uses made of its documents, adopting authorities are requested to notify the NFPA (Attention: Secretary, Standards Council) in writing of such use. For technical assistance and questions concerning adoption of NFPA Standards, contact NFPA at the address below.

### **For Further Information**

All questions or other communications relating to NFPA Standards and all requests for information on NFPA procedures governing its codes and standards development process, including information on the procedures for requesting Formal Interpretations, for proposing Tentative Interim Amendments, and for proposing revisions to NFPA standards during regular revision cycles, should be sent to NFPA headquarters, addressed to the attention of the Secretary, Standards Council, NFPA, 1 Batterymarch Park, P.O. Box 9101, Quincy, MA 02269-9101; email: [stds\\_admin@nfpa.org](mailto:stds_admin@nfpa.org).

For more information about NFPA, visit the NFPA website at [www.nfpa.org](http://www.nfpa.org). All NFPA codes and standards can be viewed at no cost at [www.nfpa.org/docinfo](http://www.nfpa.org/docinfo).

This is a preview. [Click here to purchase the full publication.](#)

Copyright © 2019 National Fire Protection Association®. All Rights Reserved.

**NFPA® 1620**

**Standard for**

## **Pre-Incident Planning**

**2020 Edition**

This edition of NFPA 1620, *Standard for Pre-Incident Planning*, was prepared by the Technical Committee on Pre-Incident Planning. It was issued by the Standards Council on November 4, 2019, with an effective date of November 24, 2019, and supersedes all previous editions.

This edition of NFPA 1620 was approved as an American National Standard on November 24, 2019.

### **Origin and Development of NFPA 1620**

In 1987, following a report of a large loss fire in a sprinklered warehouse in Ohio, fire service and insurance company officials met at NFPA headquarters to discuss such fires and to determine whether there were steps that could be taken to address the problem cooperatively. After a series of meetings, the group made several recommendations relating to large loss fires in sprinklered properties.

One of the recommendations was that NFPA develop a document that addressed the need for adequate pre-incident planning for such occupancies. The NFPA Standards Council assigned the project to the Fire Service Training Committee. The committee established a subcommittee with additional expertise from the insurance industry to develop a document relating to pre-incident planning for warehouse occupancies. That document, NFPA 1420, *Recommended Practice for Pre-Incident Planning for Warehouse Occupancies*, was adopted by the NFPA membership in 1993.

Following adoption of NFPA 1420, the subcommittee of the training committee that had been involved with developing NFPA 1420 felt that the scope of the document could be expanded to include all occupancies. At the urging of the subcommittee, the Standards Council established a separate technical committee to assume responsibility for the document and to expand it. The 1998 edition was the result of that work. The document was renumbered as NFPA 1620 and retitled *Recommended Practice for Pre-Incident Planning*.

The 2003 edition of NFPA 1620 incorporated editorial changes to comply with the *NFPA Manual of Style*.

The 2010 edition featured a number of technical and editorial changes. The document was completely revised and changed from a recommended practice to a standard as the technical committee established minimum requirements for developing pre-incident plans for use by personnel responding to emergencies.

In the 2010 edition, Chapters 4 through 10 addressed the pre-incident planning process, physical and site considerations, occupant considerations, water supplies and fire protection systems, special hazards, emergency operations, and pre-incident plan testing and maintenance.

In the annex, case histories, information addressing special or unique characteristics of specific occupancy classifications, and pre-incident plan field collection cards and facility data record sample forms were provided.

In the 2014 edition, the committee provided greater clarity for an all-hazards and all emergency services approach to pre-incident planning. Some definitions were modified to align with other NFPA standards. New sections were added to address combustible dusts and vacant and abandoned structures. In the annex, case studies were updated and information was provided on building marking systems and the national grid system to show the importance of using technology with pre-incident planning.

At the time of the first draft meeting in San Antonio, Texas, in April 2013, two major events occurred. On April 15, 2013, in Boston two bombs exploded near the finish line of the Boston Marathon. On April 17, 2013, there was a large explosion at a fertilizer plant in West, Texas. The committee discussed these events and included information to the standard on mass gatherings and hazardous materials.

This edition was the final edition under the leadership of Chairman John Welling. The committee extended gratitude and appreciation to Chairman Welling for his many years of leadership and vision.

The 2020 edition of NFPA 1620 incorporates a number of technical changes and a substantial rewrite for clarity. In particular, the committee addressed the relationship between pre-fire plans for buildings under construction and pre-incident plans. Pre-fire plans for buildings under construction are typically developed by those in charge of the facility or site. Pre-incident plans are typically developed by emergency response departments once a building is occupied. A great deal of the safety information in the pre-fire plan, when developed in accordance with NFPA 241, *Standard for Safeguarding Construction, Alteration, and Demolition Operations*, can be beneficial to the emergency response departments and used in their pre-incident plans.

The specialized requirements for hazardous materials, buildings under construction, and mass gathering events were moved to a revised Chapter 8, Special Considerations. As a result, the standard now has a better flow, starts with requirements that apply to all pre-incident plans, and gathers the specialized requirements in a single chapter. Guidance relating to transportation has been added. References were added to applicable NFPA standards for supplemental specialized preplanning information.

Finally, the committee revised Chapter 9, Incident Operations, and Chapter 10, Pre-Incident Plan Maintenance. Conflicting and duplicative requirements were removed, and the role of an on-site emergency representative contrasted with a site liaison was clarified.

The committee also engaged in multiple efforts to have NFPA 1620 referenced in a number of other applicable NFPA standards.

The goals of this effort are to represent NFPA 1620 across the entire library of NFPA standards and to emphasize the benefits of pre-incident planning to users.

## Technical Committee on Pre-Incident Planning

**Gregory Jakubowski**, *Chair*

Blazemark Fire Planning Associates, Inc., PA [SE]

**Scott R. Altemose**, Trefoil Training & Technical Assistance, PA [SE]

**David R. Blossom**, Amerisure Insurance, FL [I]

**Jeffery D. Carney**, Hamilton County 9-1-1 ECD, TN [E]

**Michael E. Carsillo**, International Fire Marshals Association (IFMA), FL [E]

**Joseph E. Chacon**, TERPconsulting/ FLS Engineering, Inc., NV [SE]

**Patrick J. Conroy**, Liberty Mutual Insurance Company, WA [I]

**Richard W. Duncanson**, Middletown, NY [E]  
Rep. NFPA Fire Service Section

**Hugh H. Gibson, IV**, Verisk Analytics/Insurance Services Office, Inc., NJ [I]

**David J. Graupman**, Zurich Services Corporation, WI [I]

**Walter Groden**, AIG Global Technical Office, NY [U]

**Samuel Iannucci**, Chubb Group of Insurance Companies, PA [I]

**Gary S. Keith**, FM Global, MA [I]

**John W. Kennedy**, J. W. Kennedy, LLC, NJ [SE]

**Scott C. Kline**, Hoodland Fire District #74, OR [U]

**John H. Mammoser**, JENSEN HUGHES, IL [SE]

**Jack J. Murphy**, Fire Safety Directors Association of Greater New York, NJ [U]

**Timothy Rice**, Fire Department City of New York, NY [E]

**Donald L. Schmidt**, Preparedness, LLC, MA [SE]

**Chris Towski**, Cambridge Fire Department, MA [L]  
Rep. International Association of Fire Fighters

**John A. Welling, III**, Bristol-Myers Squibb Company, NJ [U]

**Timothy E. Whalen**, Allianz, CT [I]

**Ryan Wyse**, Hebron Fire Department, OH [E]

### Alternates

**Bill M. Gunter, Jr.**, HSB Professional Loss Control, TN [I]  
(Voting Alt.)

**David M. Hope**, TetraTek Inc. Fire Safety Technologies, TN [SE]  
(Voting Alt.)

**Barton J. Krauss**, Fire Planning Associates, Inc., PA [SE]  
(Alt. to Gregory Jakubowski)

**Michael T. Wixted**, NFPA Staff Liaison

**John Krone**, Liberty Mutual Comm. Markets, MA [I]  
(Alt. to Patrick J. Conroy)

**Michael J. Spaziani**, FM Global, MA [I]  
(Alt. to Gary S. Keith)

**Robert T. Tebbs**, AIG Energy & Engineered Risk, TX [U]  
(Alt. to Walter Groden)

*This list represents the membership at the time the Committee was balloted on the final text of this edition. Since that time, changes in the membership may have occurred. A key to classifications is found at the back of the document.*

NOTE: Membership on a committee shall not in and of itself constitute an endorsement of the Association or any document developed by the committee on which the member serves.

**Committee Scope:** This Committee shall have primary responsibility for documents on the site-specific pre-incident planning for response to fires and other types of emergencies.



## Contents

<b>Chapter 1 Administration</b> .....	1620- 5	6.3 On-Site Emergency Organization. ....	1620- 11
1.1 Scope. ....	1620- 5	<b>Chapter 7 Water Supplies and Fire Protection Systems</b> .....	1620- 11
1.2 Purpose. ....	1620- 5	7.1 General. ....	1620- 11
1.3 Application. ....	1620- 5	7.2 Water Supplies. ....	1620- 11
1.4 Units and Formulas. ....	1620- 5	7.3 Water-Based Fire Protection Systems. ....	1620- 11
<b>Chapter 2 Referenced Publications</b> .....	1620- 5	7.4 Non-Water-Based Fire Protection Systems. ....	1620- 11
2.1 General. ....	1620- 5	7.5 Fire Alarm Systems. ....	1620- 11
2.2 NFPA Publications. ....	1620- 5	7.6 Portable Fire Extinguishers. ....	1620- 11
2.3 Other Publications. ....	1620- 5	7.7 Smoke Control Systems. ....	1620- 11
2.4 References for Extracts in Mandatory Sections. ....	1620- 5	<b>Chapter 8 Special Considerations</b> .....	1620- 11
<b>Chapter 3 Definitions</b> .....	1620- 6	8.1 General. ....	1620- 11
3.1 General. ....	1620- 6	8.2 Hazardous Materials. ....	1620- 11
3.2 NFPA Official Definitions. ....	1620- 6	8.3 Vacant and Abandoned Structures. ....	1620- 12
3.3 General Definitions. ....	1620- 6	8.4 Buildings Under Construction. ....	1620- 12
<b>Chapter 4 Pre-Incident Planning Process</b> .....	1620- 8	8.5 Mass Gatherings. ....	1620- 13
4.1 General. ....	1620- 8	8.6 Transportation. ....	1620- 13
4.2 Pre-Incident Plan Development. ....	1620- 9	<b>Chapter 9 Incident Operations</b> .....	1620- 13
4.3 Data Collection. ....	1620- 9	9.1 General. ....	1620- 13
4.4 Pre-Incident Plan Preparation. ....	1620- 9	9.2 Incident Notification. ....	1620- 13
4.5 Pre-Incident Plan Sketches. ....	1620- 9	9.3 Operation Resources. ....	1620- 13
4.6 Pre-Incident Plan Distribution. ....	1620- 9	<b>Chapter 10 Pre-Incident Plan Maintenance</b> .....	1620- 13
4.7 Training. ....	1620- 9	10.1 General. ....	1620- 13
4.8 During the Incident. ....	1620- 9	10.2 Pre-Incident Plan Update. ....	1620- 13
4.9 Post-Incident. ....	1620- 9	10.3 Site Liaison. ....	1620- 13
<b>Chapter 5 Physical and Site Considerations</b> .....	1620- 9	<b>Annex A Explanatory Material</b> .....	1620- 14
5.1 General. ....	1620- 9	<b>Annex B Case Histories</b> .....	1620- 25
5.2 Construction. ....	1620- 9	<b>Annex C Special or Unique Characteristics of Occupancy Classifications</b> .....	1620- 29
5.3 Building Management Systems and Utilities. .	1620- 9	<b>Annex D Sample Pre-Incident Plan Field Collection Card and Facility Data Record</b> .....	1620- 37
5.4 External Site Conditions. ....	1620- 10	<b>Annex E Informational References</b> .....	1620- 41
5.5 Internal and External Security. ....	1620- 10	<b>Index</b> .....	1620- 42
5.6 Fences or Other Barriers. ....	1620- 10		
5.7 General Overall Condition. ....	1620- 10		
5.8 Communications. ....	1620- 10		
5.9 Geospatial Position. ....	1620- 10		
<b>Chapter 6 Occupancy Considerations</b> .....	1620- 10		
6.1 Occupancy. ....	1620- 10		
6.2 Life Safety Considerations. ....	1620- 10		