1.0 **Purpose:** To provide minimum guidelines for the erection and use of temporary construction enclosures.

2.0 **Scope:** This policy applies to all temporary enclosures built on University at Buffalo campuses by Facilities personnel or contractors.

3.0 **Applicable Codes:**
   - Fire Code of New York State
   - Fuel Gas Code of New York State
   - Mechanical Code of New York State
   - NFPA 58 (Liquefied Petroleum Gas Code)
   - NFPA 70 (National Electrical Code)

4.0 **Applicable Guidelines:**

5.0 **Responsibilities:** It shall be the responsibility of the person constructing and maintaining the temporary enclosure to obtain a *Temporary Construction Enclosure Permit* and follow the regulation established herein. The downloadable electronic version is located here: [http://facilities-buffalo.org/Departments/ehs/SafetyPrograms/ConstructionSafety](http://facilities-buffalo.org/Departments/ehs/SafetyPrograms/ConstructionSafety)

6.0 **Definitions:**

7.0 **Procedures:**

7.1 Temporary construction enclosures shall be constructed in accordance with Chapter 24 of the Fire Code of New York State.

7.2 Enclosures less than 15,000 square feet shall be constructed at least 10 feet from any other structure. Enclosures 15,000 square feet or larger shall be 25 feet from any other structure.

7.3 Temporary electricity shall be in accordance with the National Electrical Code.

7.4 Temporary heating units shall be UL-listed devices, installed in accordance with the manufacturer’s instructions. Must be located at least 10 feet from the sidewall of the enclosure or any combustible materials.

7.5 Heaters must include a tip switch to shut down the unit in the event it is overturned.

7.6 Fuel supply must be limited to the manufactured storage device of the heater. Additional fuel must be stored outside of the structure and at least 10 feet from any other structure.

7.7 Heaters with attached fuel tanks must be cooled prior to re-fueling and re-fueled outside to the enclosure.

7.8 Propane tanks shall not be permitted in the enclosure and must be secure in accordance with NFPA 58. Tanks must located in a visible area outside of the
enclosure, protected from vehicular traffic and secured against tampering with a 6’ fence enclosure. Propane tanks less than 500 Lb capacity must be 10 feet from any structure. Tanks 500 lb capacity or larger must be 25 feet away from any structure.

7.9 Combustible materials shall not be stored in enclosures. Garbage and combustible waste shall be removed daily.

7.10 A 10 lb. ABC fire extinguisher with valid inspection tag dated within the last 12 months is required in the enclosure and accessible to the occupants.

7.11 Exits from temporary enclosures must be clearly visible from inside the enclosure.

7.12 Building exits are not permitted to be obstructed without prior approval of the EH&S Fire and Life Safety Manager. Exits are not permitted to pass through temporary construction enclosures.

7.13 The Temporary Enclosure Permit Application must be submitted with a site plan showing location of enclosure, any fuel burning equipment to be used and location of storage tanks associated with the fuel burning equipment.

7.14 Temporary construction enclosures must be secured to the ground. It shall be the responsibility of the permit requestor to contact Dig Safe New York prior to installing the enclosure.

8.0 Document Management: This procedure shall be reviewed once every two years, or as changes require.

9.0 Associated UB Documents:
9.1 Campus Commitment to Safety, University at Buffalo, Office of the Provost, Office of the Senior Vice President, April 3, 2001.
9.2 Contractor Safety Guidebook, Most recent revision online:
http://facilities.buffalo.org/Departments/ehs/SafetyPrograms/ConstructionSafety/ContractorSafetyGuidebook

10.0 Associated EH&S Documents:
10.1

11.0 Document Revision History:

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