



**NFPA**® 1 Batterymarch Park, Quincy, MA 02169-7471 USA  
Phone: +1 (617) 770-3000 Fax: +1 (617) 770-0700 www.nfpa.org

## **High Rise Building Safety Advisory Committee (HRBSAC)**

### **Purpose**

The High Rise Building Safety Advisory Committee (HRBSAC) shall be a standing advisory group, reporting directly to the NFPA Standards Council. The HRBSAC shall be charged with:

- Identifying existing needs and emerging issues within the high rise building environment.
- Providing recommendations to the Standards Council as to how NFPA can provide leadership on such issues.
- Working to ensure that NFPA's code and standard development process includes proposals and comments that reflect the latest thinking on high rise building safety issues, high rise emerging technology provisions and other matters which impact those who work, live or have to operate high rise buildings.

### **Composition**

The committee shall be composed of up to 12 members, with regularly scheduled meetings at least once in each calendar year. The committee also may arrange to have non-scheduled conference calls and/or establish task groups, as necessary, from its membership base to further study specific issues and provide recommendations. Regularly scheduled meetings shall be open to the public. The HRBSAC may also arrange conference calls or meetings to review and address specific code-related reviews, proposals, or comments.

The HRBSAC's inaugural members shall be nominated by the NFPA Standards Council and appointed by the Secretary of the NFPA Standards Council. All members are subject to annual review and reappointment. Absence from more than two regularly scheduled meetings during a two-year period without a medical excuse may result in a committee member being ineligible for re-appointment.

### *Criteria for Selection*

The HRBSAC shall have an international focus and a membership base that is, to the extent possible, representative and knowledgeable of the practices of many geographic regions of the world.

All members should be nominated using the criteria below:

- Members will demonstrate a knowledge of and commitment to high rise safety issues.

- Members must demonstrate a commitment to the mission and purpose of the HRBSAC, as well as to the mission of NFPA.
- Members should represent a balance of interests including members of the first responder community, consumers, engineering, research and public safety interests as they relate to high rise buildings.

Nominations for new members will be reviewed and committee members officially appointed or re-appointed by the NFPA Standards Council before January 1 of each calendar year.

### *Staffing*

One NFPA staff member will be assigned to the committee as a staff liaison. The staff liaison shall facilitate the committee's work; arrange agendas, keep minutes, process proposals and comments, organize meeting logistics, and provide supporting information.

### **Committee Responsibilities**

- Issue an annual report each October to advise the Standards Council on leadership opportunities for NFPA on issues of importance to the high rise community.
- Provide ongoing suggestions for improving the relevance and quality of NFPA's codes and standards, as well as the association's support services, research, training, and public education initiatives.
- Review NFPA codes and standards, focusing primarily on NFPA 101, *Life Safety Code*<sup>™</sup> and NFPA 5000®, *Building Construction and Safety Code*®, to provide input regarding the high rise community.
- Review and evaluate high rise-related suggestions submitted by other individuals and groups.
- Task groups may be formed, based on the vote of the HRBSAC, to take up any specific, time-intensive efforts. Task groups may hold bi-monthly meetings via conference call, and may call upon the assistance of the NFPA staff liaison when needed.
- Task groups' recommendations and/or proposals will be submitted to the chairperson of the HRBSAC in written form for discussion by the full committee. The committee may then discuss, amend, and vote on the task groups' findings before they are published as official HRBSAC findings or recommendations.
- Potential items for consideration may be placed on the next HRBSAC's meeting agenda by a majority vote of any duly designated task group, or by majority vote of HRBSAC members in attendance at the most recent HRBSAC meeting or conference call. Any individual HRBSAC member may propose items for consideration, and any individual HRBSAC member may propose to table consideration of such items. If those proposals receive a second, they may be voted on by the HRBSAC members in attendance.
- Review, evaluate and be prepared to introduce recommendations from the NIST *Federal Building and Fire Investigation of the WTC* disaster into the NFPA codes and standards process or other NFPA program areas as appropriate.
- Subjects for consideration by the HRBSAC, include but are not limited to the items shown in Attachment A (see P. 4)

### **Operating Procedures**

- The chairperson will recommend meeting locations and dates, with input from all committee members. NFPA's staff liaison shall make the final determination on a meeting location and a hotel selection.
- The chairperson may attend NFPA Technical Committee meetings as needed, should they wish to lend their voice to a proposal or comment generated by the HRBSAC.
- The chairperson shall appoint members of the task groups from the members of the HRBSAC.
- The HRBSAC shall operate under parliamentary procedure as set forth in Robert's Rules of Order.
- A quorum of the full HRBSAC shall consist of seven members. If a quorum does not exist when the committee is fully constituted, then no final actions shall take place and any recommendation shall not be considered formal unless confirmed by a letter ballot.
- Voting shall be by a majority vote of the voting members present.
- The staff liaison shall maintain a record of all activities conducted by the committee, along with a roster of committee members.
- On 30 September of each year, the chairperson shall file a report to the NFPA Standards Council highlighting the major activities of the committee including:
  - Issues engaged, resolved or unresolved.
  - Code-related proposals and comments and their status.
  - Recommendations for NFPA action and next steps.

#### *Reimbursement*

NFPA will reimburse committee members for expenses incurred in modest business travel, including airfare or mileage (at a rate determined by NFPA), meals, and hotel accommodations. In order to be reimbursed, such arrangements must be made through Colpitts Travel, NFPA's official travel agent. Incidental expenses, such as movies, laundry, and rental cars are not reimbursable.

In certain cases, an extra night's stay will be reimbursed if a Saturday stay-over airfare rate is less expensive. However, all of those reservations must be coordinated in advance through Colpitts Travel and receive the approval of the staff liaison.

All receipts and a written report of travel expenses shall be submitted to the staff liaison on the appropriate reimbursement form within 30 days of the completion of travel.

## ATTACHMENT A HRBSAC TOPICAL AREAS

**Subjects to Be Addressed by the Advisory Committee:** The advisory committee should initially address the following subjects. The list is presented alphabetically and not otherwise rank ordered.

1. Accessibility
  - a. Design features
  - b. Procedures
2. Categories of high rise buildings (height / number of stories)
3. Collapse detection / structural failure warnings
4. Collapse / progressive collapse
5. Command post location and set-ups
6. Disaster management at large scale events
7. Egress devices
  - a. Secondary egress devices (chutes, controlled descent devices)
  - b. Smoke masks / self-contained breathing apparatus
8. Elevator lobby
9. Elevator use
  - a. By emergency responders
  - b. By building occupants
10. Emergency and stand-by power
11. Extreme Events
  - a. Goals / objectives
  - b. Related scoping
12. Fire department communications
13. Fire department procedures / protocols
14. Fire-resistance ratings / reductions for sprinkler protection
15. Fire-resistance ratings / fire test standards
  - a. Traditional time-temperature curve (NFPA 251 / ASTM E 119)
  - b. Ultra-fast fire curve (as used in petroleum industry – ASTM E 1529)
16. Procedures
  - a. Evacuation procedures
  - b. Fire safety directors
  - c. Training for occupants
17. Refuge floors (a.k.a. panic floors)
18. SCBA on site air replenishment systems
19. Security / special security issues
20. Stairs / exit stairs
  - a. Location / remoteness
  - b. Design / protection against external events
21. Stairs / exit stair width
22. Water supplies / redundancy for sprinkler and standpipe systems