

2.5. Operation and Maintenance Manual

2.5.1. The operation and Maintenance manual shall be handed over to the owner, operator, tenant or the stakeholder responsible for the facility management. The operations and maintenance manual is to identify conditions that must be maintained for decisions made during the fire risk assessment to remain valid. These conditions might include the limitations on use or inspection, testing, and maintenance requirements.

2.5.2. The operation and maintenance shall be documented as per **Table 17.3**.

Table 17.3: Risk Assessment Reports and Documentation

OCCUPANCY	REQUIRMENTS
1. OPERATION AND MAINTENANCE MANUAL	1. LISTING OF LIMITATIONS AND ASSUMPTIONS MADE <ul style="list-style-type: none"> i. In the interest of time, money, and/or simplicity, the engineering methods and models used to simulate system performance or to evaluate the fire risk are usually simplified. These simplifications carry limitations and assumptions, which should be explicitly listed. ii. Administrative controls and programs to protect these limitations and assumptions should be addressed and described. iii. The following topics should be reviewed to ensure that the operation of the facility does not inadvertently violate the limitations and assumptions of the FRA during normal and emergency situations. <ul style="list-style-type: none"> a. Engineering specifications, procurement documentation, work priorities, equipment replacement practices, rigorousness of equivalency evaluations, process monitoring instrument accuracies, electrical fault design practices, fuse replacement programs, and so forth. b. Operating procedures (both normal and emergency), communications system availability, local response for emergency, emergency plans, and respondent training. c. Labeling and storage practices, inventory control, packing/unpacking practices, material control, and vehicle use and control. d. Housekeeping, hot work control, and combustible and flammable material control practices. e. Training programs. f. System design, reliability, maintenance, testing, and configuration control.
	2. CHANGE IN MANAGEMENT PROGRAM AND ORGANIZATION EVOLUTION <ul style="list-style-type: none"> i. Organizations and processes evolve continually. The elements of change include the following. <ul style="list-style-type: none"> a. Knowledge changes. b. Product obsolescence c. Labor force mix and quality changes. d. Increasing internationalization, which changes the character and the quality of products. e. Formal organization changes, which produce functional efficiency changes and realign departmental interfaces. f. Jurisdictional criteria.