

## 1.2.A.2 Specifications for Selection & Purchase of Facility Furnishings

### I Policy Index:



**Date Signed:** 04/30/2020  
**Distribution:** Public  
**Replaces Policy:** 2A-2  
**Supersedes Policy Dated:** 05/30/2019  
**Affected Units:** All Institutions  
**Effective Date:** 04/30/2020  
**Scheduled Revision Date:** April 2021  
**Revision Number:** 19  
**Office of Primary Responsibility:** DOC Administration

### II Policy:

All specifications for the selection and purchase of Department of Corrections' (DOC) housing facility furnishings will indicate the fire safety performance requirements of the materials to be purchased and will meet applicable National Fire Prevention Association standards.

### III Definitions:

#### Furnishings:

Furnishings include mattresses and bedding, draperies, curtains, furniture, wastebaskets, decorations and similar items.

### IV Procedures:

#### 1. Facility Furnishing Specifications

- A. Fire safety performance requirements will be identified in the bid specifications for furnishings that require a competitive bid.
- B. The fire performance requirements for furnishings which are purchased directly will be known prior to purchase and will meet or exceed applicable National Fire Prevention Association standards.
- C. National Fire Prevention Association standards can be obtained through the purchase of the applicable manual(s) at 1 Batterymarch Park, Quincy, MA 02169-7471 or through the Internet at <http://www.nfpa.org>.
- D. This policy applies to all furnishings purchased on or after January 1, 2001.

### V Related Directives:

National Fire Prevention Association standards

### VI Revision Log:

Removed revisions from June 2002-March 2009.

**April 2010:** Revised formatting of Section 1.

**April 2011:** Reviewed with no changes.

**May 2012:** Deleted Non-Public and **Replaced** with "Public"

**May 2012:** Reviewed with no changes.

**April 2014:** Reviewed with no changes.

**May 2015:** Reviewed with no changes.

**April 2016:** Reviewed with no changes.

**April 2017:** Reviewed with no changes.

**April 2018:** Reviewed with no changes.

**April 2019:** Reviewed with no changes.

**April 2020:** Reviewed with no changes.

*Mike Leidholt (original signature on file)*

Mike Leidholt, Secretary of Corrections

04/30/2020

Date