

**CIA INTERNAL USE ONLY**

**FIRE AND SAFETY SURVEY REPORT**

**BUILDING INSPECTED:** East Building

**DATE INSPECTED :** 14 March 1957

**INSPECTED BY :** [REDACTED] CIA Assistant Safety Officer  
O/Special Support  
Jr., SO/General Counsel

STATINTL

GENERAL

This is a two story fire resistive structure used solely as an office building. This building is protected with a fire alarm system, fire extinguishers, and wall hoses.

This Fire and Safety Survey was conducted in accordance with standards as set forth by the CIA Safety Officer and under the auspices of the Director of Security.

OBSERVATIONS & RECOMMENDATIONS

The observations and recommendations noted during this inspection shall be listed according to area to facilitate corrective action by the offices concerned.

<u>Observations &amp; Recommendations</u>	<u>Area Observed</u>
1. a. The battle lamp on/off switch in this location works erratically. It is recommended that this battle lamp be repaired to insure its proper operation.	Main corridor near Room 221A
1. b. The duplex receptacles in these locations have missing covers. It is recommended that these covers be replaced to eliminate the possibility of an electric shock.	Room 220 - north wall Room 121 - north wall Conference room - first floor - north wall
1. c. The main corridor is partially blocked by a floor mat. It is recommended that this floor mat be stored in a place less important to building evacuees.	Main corridor opposite Room 233

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<u>Observations &amp; Recommendations</u>	<u>Area Observed</u>
1. d. These rooms are blocked by surplus BSO equipment. It is recommended that all surplus items be stored in an area less important to building evacuees.	Char force room - main corridor opposite Room 224 Main corridor near Room 3
1. e. Circuits 5, 7 and 9 in the fuse panel box at this location have fuses in them that are hot, indicating a large electrical input on these circuits. To eliminate the possibility of fire, it is suggested that an electrician be dispatched to this fuse box and effect the necessary repairs to decrease the possibility of an electrical fire arising from overloading circuits.	Main corridor opposite Room 225
1. f. The light receptacle port in this wall is open. It is recommended that this opening be closed to eliminate a possible electric shock hazard.	Landing in stairway between first and second floor
1. g. The three-pronged electric receptacle in the south-east corner has a broken cover. It is recommended that this cover be replaced.	Room 125
1. h. The buzzer along the east wall near the floor does not have a cover and the Dictograph main connecting station lies loosely on the floor. It is recommended that the cover be replaced back over the buzzer station and the Dictograph main connecting station be resecured to the wall.	Room 124A
1. i. A surplus wire lies along the north-east wall. It is recommended that this surplus wire be removed to eliminate the possibility of an electric shock hazard.	Room 122
1. j. An open electric junction box exists in this location. It is recommended that this junction box be covered to eliminate a possible electric shock hazard.	Room 121 - east wall

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<u>Observations &amp; Recommendations</u>	<u>Area Observed</u>
1. k. A surplus wire and electric junction box hang on the west wall by the south projector. Also, an open electric junction box was observed on the north wall. It is recommended that the surplus wire and electric junction box be removed that are on the west wall, and the open junction box be covered that is on the north wall.	Conference projection booth
1. l. The housekeeping standards behind the movie screen are below desired Agency standards. Surplus wires and buzzer stations on both sides of the screen can be seen and are considered a tripping hazard and a possible electric shock hazard. It is recommended that this area be thoroughly cleaned and efforts expended to maintain higher housekeeping levels. It is also recommended that all surplus wires and buzzer stations in the entire area be removed and the severed ends be removed.	Conference room - west end
1. m. Surplus wires were observed along the north wall. It is recommended that these wires be removed.	Conference room - north wall
1. n. The coupling directly above the power regulator is leaking water. The housekeeping standards in this room are below Agency standards. It is recommended that the leaking joint be sealed to stop the leak and that the room be thoroughly cleaned.	Room 6 - basement
1. o. This area is partially blocked by a surplus desk and chairs. It is recommended that these items be returned to stock to eliminate a bumping hazard and also to increase the egress area to its scheduled limit.	Main corridor near Room 6
1. p. Combustible packing material is stored here. It is recommended that this packing material be relocated to a proper storage area for materials of this fire class.	Main corridor near men's room opposite Room 3

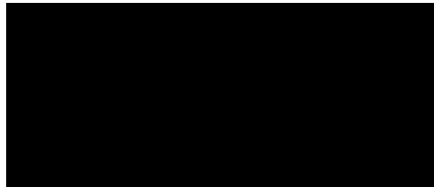
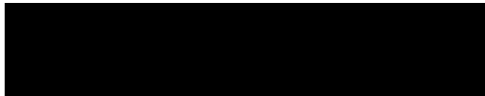
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Observations & Recommendations

Area Observed

- 1. q. This area was partially blocked by surplus map boards. It is recommended that these boards be returned to stock to eliminate a hazard to building evacuees. Main corridor opposite Room 3
  
- 1. r. The cover is missing from the on/off switch in this location, offering a possible electric shock hazard. It is recommended that this cover be replaced. Main corridor opposite Room 3 - north wall
  
- 1. s. The plug on the air conditioner sparks when it is pulled out. Since the receptacle is above head levels of the room occupants, it is recommended that the plug be replaced and an on/off switch be added at a lower level to turn this air conditioner off and on without having to pull the plug. This would eliminate an electric shock and fire hazard. Room 7 - east wall
  
- 1. t. A Secretary machine in this room draws 15 amps when in operation. As a result, when the machine is turned on the electric typewriters fail to function. It is recommended that a separate 20 amp circuit be installed for the operation of this machine. The location of the plug for this new circuit shall be determined by — Room 121



**Distribution:**

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OS/PNSD/NRZ/ (28 March 1957)

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