

FIRE PROTECTION & EXTINGUISHERS

In the event of a fire, the following procedures must be used:

- The first two minutes of a fire are the most critical for extinguishments.
- Assess the situation and call for help.
- If the building is equipped with an alarm system {Activate the alarm system}, and evacuate the area.
- If you feel you can extinguish the fire do so only when you have back up with a fire extinguisher. (PASS) If not
- Secure the area, close doors behind you, wait for help, get a head count, make sure everyone is accounted for.
- Set up employees to provide directions for fire fighting agencies.

GENERAL FIRE FIGHTING PROCEDURES:

- Locate fire fighting equipment.
- With the wind at your back, approach the fire and discharge the extinguisher at the base of the fire, sweep the blaze as you advance.
- After the fire is extinguished or if your unable to extinguish the fire, back away (never turn on a fire) as your back up person covers you. If extinguished get another extinguisher and stand by to ensure the fire is out, and does not start back up. If not out wait for assistance.
- Recharge or replace fire extinguishers as soon as possible.

FIRE PREVENTION:

The best way to stop fires is not to have them start we can do this by:

- Controlling storage of material waist
- Keeping the area clean and free of debris.
- Keeping flammable and combustible materials in approved containers, well-ventilated areas and by providing quick clean up of spills and leaks.
- Disposal of materials in proper containers i.e. oily rags in a metal can with a lid.
- Inspect fire-fighting equipment often and make sure they are serviceable.
- Keep exits and aisle ways clear.
- Check emergency lighting.

- Report and repair any flammable or combustible leaks.
- Keep Spray Paints and like product in flammable storage cabinets.

- Do not smoke or use open flames around flammable or combustible products.

PORTABLE FIRE EXTINGUISHERS

OBJECTIVES: The purpose of this procedure is to keep all portable fire extinguishers in compliance, and provide fire-fighting equipment as the hazards dictate. This procedure is to let each department know their duties and responsibilities pertaining to the portable fire extinguishers.

STANDARDS:

All portable fire extinguishers should be inspected monthly.

All portable fire extinguishers shall be mounted, the national fire code says that portable fire extinguisher less than 40 lbs. should be mounted no closer to the floor or ground level than four inches, but no higher than five feet. (4-44 rule)

A sign or a red background to make the extinguisher more visible shall be used to identify all fire extinguishers.

All Portable fire extinguishers shall be tagged; the tag should read the last annual maintenance check and the monthly inspections log.

Annual maintenance checks, all portable fire extinguishers must be subjected to an annual maintenance check.

All portable fire extinguishers must be serviceable, and in good working order.

Accessible, all portable fire extinguishers must be readily accessible. Ready accessible means a 36-inch clear path to the extinguisher.

On any construction site if there are 5 lbs. or 5 gallons of a flammable or combustible a fire extinguisher must be within 50 feet and on the same level.

CLASSES OF EXTINGUISHERS

| | |
|---|---|
| <p>A COMBUSTIBLE MATERIAL</p> <p><i>Green</i> Timber, Smoldering Trash Cardboard, Wood, Paper Dry Rags</p> | <p>B FLAMMABLE LIQUID</p> <p><i>Red</i> Lubricating Oils Greases, Fuel Oils Gasoline, Solvents</p> |
| <p>C ELECTRICAL</p> <p><i>Blue</i> Electrical Motors Battery Equipment Transformers Computers</p> | <p>D COMBUSTIBLE METAL</p> <p><i>Yellow</i> Sodium Titanium Zirconium Magnesium</p> |

FIRE EXTINGUISHERS

MAXIMUM AREA TO BE PROTECTED PER AREA EXTINGUISHER

| +-----+ | | | |
|----------------|-------------|----------------|--------------|
| Class A Rating | Light (low) | Ordinary (mod) | Extra (high) |
| Shown on | Hazard | Hazard | Hazard |
| Extinguisher | Occupancy | Occupancy | Occupancy |
| +-----+ | | | |
| 1A* | - | - | - |
| 2A | 6,000 | 3,000 | - |
| 3A | 9,000 | 4,500 | - |
| 4A | 11,250 | 6,000 | 4,000 |
| 6A | 11,250 | 9,000 | 6,000 |
| 10A | 11,250 | 11,250 | 10,000 |
| 20A | 11,250 | 11,250 | 11,250 |
| 30A | 11,250 | 11,250 | 11,250 |
| 40A | 11,250 | 11,250 | 11,250 |
| +-----+ | | | |

* = Number is equal to pounds, A is for Class A extinguisher, Class A is combustible material like wood, paper, trash etc.

PROCEDURES:

All portable fire extinguishers in each area of control are the responsibility of that area. All portable fire extinguishers should be inspected monthly to ensure they are in good working order and that they are still in compliance. All portable fire extinguishers that are out dated should be taken out of service and changed out with ones that have been subjected to an annual maintenance check.

FIRE PREVENTION

Ignition Hazards

Electrical wiring and equipment for light, heat and power purposes shall be installed in compliance with the NEC (National Electric Code) and Sub-part K of CFR 1926.

Internal combustion engine powered equipment shall be so located that exhausts are well away from combustible materials.

Smoking shall be prohibited at or in the vicinity of operations, which constitute a fire hazard, and shall be posted "No Smoking or Open Flame".

Means of Egress

A means of egress shall be maintained at all times in all work areas. A path straight to the street or exit shall be maintained at least 36 inches wide.

Stairways, Walkways, Ramps, Platforms shall be clear of all debris and obstacle. (Housekeeping)

If more than 25 workers you must have bi-directional ladders.

INSTRUCTIONS AND TRAINING

Instructions and training are vital for effective use of an extinguisher. In the excitement of a fire situation the uninitiated layman is much less likely to perform effectively than an instructed person.

In case of a fire, evacuate the occupants of the hazard area and call the fire department or 911. Then use your training and nameplate information to ascertain if you can effectively deal with the type and size of fire you have.

IF YOU DECIDE TO FIGHT THE FIRE:

- **Make sure you have back up before you fight a fire.**
- **Maintain the proper distance 6 to 8 feet for most dry chemical hand portable extinguishers.**
- **Try to position yourself so that the wind blows the fire away from you.**
- **Pull the safety pin, (this is always forgotten) or release any safety locks on the unit. (Always try to have another person with an extinguisher behind you for back up and always back away from the fire never turn from the fire!)**
- **Hold the extinguisher firmly and begin spraying the agent at the near edge of the fire. Most extinguishers squeeze at the handle or the nozzle.**
- **Move the stream rapidly side to side covering the entire width of the fire.**
- **Advance slowly as your extinguisher pushes the fire back. Try to maintain the optimum distance from the front edge of the fire.**

- **After the fire is out, step back and watch for possible re-ignition. (Keep the area clear until you are sure the fire will not re-ignite, if possible get a new extinguisher and keep in area incase of re-ignition.)**

PASS = Pull the pin, then
Aim and
Squeeze the handle,
Sweep the fire from side to side

Always back away from the fire and have back up!

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