



FIRE EXTINGUISHERS

Scope and Applicability Statement

Throughout this document, 'Company' refers to the subscribing company listed on the cover page and applies to all locations where this procedure is implemented under the OpsIntegrity safety program.

Customization and Compliance Statement

OpsIntegrity provides these procedures as part of its standardized safety framework. The subscribing Company is responsible for ensuring compliance with all local, state, and federal regulations.

**Purpose**

The purpose of this program is to establish fire extinguisher procedures, maintenance, inspection, and use requirements to enhance workplace fire safety.

Scope

This procedure applies to all employees and all work locations.

Responsibilities**Safety Director:**

- Develop and maintain procedures for fire extinguisher use and care.
- Establish a training program on proper fire extinguisher usage.

Superintendent:

- Implement fire extinguisher training at their respective sites.
- Ensure fire extinguishers are properly maintained and inspected.

Employees:

- Follow all fire extinguisher procedures outlined in this program.
- Participate in training and report fire extinguisher deficiencies or malfunctions.

Selection and Distribution

Portable fire extinguishers shall be provided and selected based on the classes of anticipated workplace fires, the size of potential hazards, and ease of access:

- Class A: Fires involving ordinary combustibles (wood, paper, cloth, etc.). Extinguishers must be placed within 75 feet of employees.
- Class B: Fires involving flammable liquids (gasoline, paint, thinners, etc.). Extinguishers must be placed within 50 feet of potential hazards.
- Class C: Fires involving energized electrical equipment. Extinguishers must be placed within 50 feet of electrical hazards.



- Class D: Fires involving combustible metals (magnesium, titanium, etc.). Extinguishers must be placed within 75 feet of hazardous materials.

Labeling of Fire Extinguishers

- Fire extinguishers must be mounted in accessible locations and marked with a "Fire Extinguisher" sign.
- No employee should be more than 75 feet away from an extinguisher.
- Fire extinguishers must remain unobstructed at all times.

Maintenance

- Fire extinguishers must be mounted no higher than 4 feet from the floor.
- Extinguishers must be fully charged, operable, clean, and readily accessible.
- Monthly visual inspections must be conducted to ensure proper function.

Inspection, Maintenance, and Testing

- Fire extinguishers must be inspected monthly.
- An annual maintenance check must be conducted by certified personnel.
- Any extinguisher showing a loss of pressure must be inspected and recharged immediately.
- Fire extinguishers must be recharged after each use.

Use

- In the event of a fire, employees should retrieve the nearest fire extinguisher and attempt to extinguish the fire while ensuring a clear evacuation path.
- Employees should:
 1. Shake the extinguisher to loosen the agent.
 2. Break the safety seal and pull the pin.
 3. Aim at the base of the fire.
 4. Sweep side to side while discharging.



5. Continue until the fire is extinguished or the extinguisher is empty.
- If the fire is not controlled after exhausting available extinguishers, employees must evacuate immediately and call 911.

Training and Education

Employees must receive fire extinguisher training before initial job assignment and annually thereafter. Training will include:

- Basic fire principles.
- Hazards of an incipient-stage fire.
- When to evacuate a fire situation.
- Safe operation of a fire extinguisher.
- Proper fire extinguisher selection and use.

Refresher training will be conducted annually to reinforce fire safety procedures.