



FIRE EXTINGUISHERS

Integrated Water Services, Inc.
(the Company)



Purpose

The purpose of this program is to provide Company expectations about fire extinguisher procedures, maintenance, inspection, and use.

Scope

This procedure applies to all Integrated Water Services (the company) employees and all company locations.

When work is performed by a subcontractor on a company site, the contractor's written safety program shall take precedence for their employees. However, subcontractors may adopt this procedure for their use.

Responsibilities

Safety Director

The Safety Director is responsible for developing procedures for the use and care of fire extinguishers and for developing a training program for their proper use.

Superintendent

The Superintendent is responsible for implementing fire extinguisher training at his location.

Employees

All employees are responsible for following these provisions.

Procedure

Selection and Distribution

Portable fire extinguishers shall be provided for employee use and selected and distributed based on the classes of anticipated workplace fires as well as the size and degree of the hazard which would affect their use. Fire extinguishers used by the Company are for four classes of fires:

- Class A Fire Extinguishers: ordinary combustibles or fibrous material, such as wood, paper, cloth, rubber, and some plastics. The travel distance for employees to any extinguisher shall be 75 feet or less.
- Class B Fire Extinguishers: flammable or combustible liquids such as gasoline, kerosene, paint, paint thinners and propane. Travel distance from the Class B hazard area to any extinguisher shall be 50 feet or less.
- Class C Fire Extinguishers: energized electrical equipment, such as appliances, switches, panel boxes, and power tools. Travel distance from the Class C hazard area to any extinguishing agent shall be 50 feet or less.
- Class D Fire Extinguishers: combustible metals, such as magnesium, titanium, potassium, and sodium. The travel distance from the combustible metal working area to any extinguishing agent shall be 75 feet or less.

Labeling Of Fire Extinguishers

- Fire extinguishers are to be mounted in easily accessible locations that are indicated by a sign that reads "Fire Extinguisher".
- Fire extinguishers are to be located so that no employee will ever be more than 75 feet from an extinguisher.



- No equipment, boxes or product may be placed (even temporarily) in the way of a fire extinguisher.

Maintenance

All fire extinguishers shall be mounted no higher and no lower than four (4) feet from the floor. All fire extinguishers shall be maintained as follows:

- Fully charged and in operable condition
- Clean and free of defects
- Readily accessible at all times

Inspection, Maintenance and Testing

All fire extinguishers are to be visually inspected by Integrated Water Services employees monthly. All fire extinguishers are to receive an annual maintenance check by certified personnel from a fire extinguisher dealer. Fire extinguishers are to be inspected and re-charged by certified personnel after any use.

Any fire extinguisher that shows a loss of pressure during the monthly inspection will be inspected and re-charged by certified personnel.

Use

In the event of a fire, one employee will get the nearest fire extinguisher and use it to attempt to put the fire out. All other employees in the immediate area will prepare to evacuate if needed. All other employees in the building need to be advised that a fire is in progress.

The employee attempting to extinguish the fire will rotate the fire extinguisher to loosen the agent, break the safety seal on the handle, and pull the pin. They will then aim the extinguisher at the base of the fire and discharge it with a sweeping motion from side to side; continuing until the fire is out or the extinguisher is emptied.

Remember that a standard fire extinguisher will be emptied in about 10 to 15 seconds. If the fire is not out when the extinguisher has been completely discharged, the employee may utilize additional extinguishers. If the fire continues out of control even after extinguishing agent has been applied, all workers shall evacuate the area and call 911 for emergency services.

Training and Education

The purpose of this section is to establish training procedures which are necessary for the proper use and understanding of a fire extinguisher and incipient stage fire fighting. Training will occur prior to initial assignment and at least annually thereafter.

The training course will include written instruction accompanied by video instruction on how to use the fire extinguishers. The training course will at a minimum provide instruction on:

- General principles of a fire.
- Hazards employed with an incipient stage fire(s).
- When to "back off" (evacuate) an incipient stage fire(s).
- General fire principles of a fire extinguisher.
- Hazards associated with the use of a fire extinguisher.
- Use of a fire extinguisher.

Refresher training will be provided on an annual basis.