Fire Protection and Prevention

### Company Policy

Company Name is dedicated to the protection of its employees from occupational injuries and illnesses. Company Name is responsible for providing a safe working environment, and the employees have and assume the responsibility of working safely.

The objective of this program is to supplement the safety policy by providing specific standards regarding Fire Protection and Prevention, and to ensure that each employee is adequately trained and fully aware of safety procedures associated with Fire Protection and Prevention.

Elimination of injuries and illnesses improves employee morale, improves customer service, improves product quality, and reduces Workers’ Compensation costs.

Job Title/Specific Name will conduct routine safety inspections of jobsites to ensure compliance with this program. Job Title/Specific Name has the authority to enforce the Fire Protection and Prevention program in accordance to any and all Company Name safety rules and applicable OSHA regulations.

Employees are required to comply with the guidelines set forth, and to comply with the instruction of Job Title/Specific Name. In the event an unsafe condition arises in the absence of Job Title/Specific Name, employees shall alert the lead person on the jobsite immediately. Employees shall alert coworkers of any unsafe conditions that arise.

Any Company Name employee who disobeys and/or disregards the guidelines set forth in this program or the company’s safety program shall be subject to disciplinary action.

## Fire Protection and Prevention

1. Firefighting equipment, provided by Company Name, shall be conspicuously located on jobsites, and access to firefighting equipment shall be maintained in good condition.

Note: All Company Name vehicles are required to have a fire extinguisher.

1. Combustible materials on Company Name jobsites shall be piled with due regard to stability, and no higher than 20 feet. No combustible material shall be stored outdoors within 10 feet of a building or structure.
2. Driveways between and around combustible storage piles shall be maintained free of debris and materials.
3. When there is a danger of an underground fire, that land shall not be used for combustible or flammable storage.

## Flammable and Combustible Liquids

1. Only safety containers approved by Job Title/Specific Name shall be used for storage and handling of flammable and combustible liquids in quantities of 5 gallons or less. For quantities of one gallon or less, the original container may be used, for storage, use and handling of flammable liquids.
2. Flammable or combustible liquids on Company Name jobsites shall not be stored in areas used for exits, stairways, or normally used for the safe passage of people.
3. No more than 25 gallons of flammable or combustible liquids shall be stored in a room outside of an approved storage cabinet. Quantities of flammable and combustible liquid in excess of 25 gallons shall be stored in acceptable or approved cabinets.

## Temporary Heating Devices

1. On Company Name jobsites, fresh air shall be supplied to maintain the health and safety of employees. Mechanical ventilation shall be provided when fresh air supply is inadequate.
2. On Company Name jobsites, heaters used in confined spaces shall provide sufficient ventilation in order to ensure proper combustion, maintain the health and safety of employees, and limit temperature rise in the area. Temporary heating devices shall be installed to provide clearance to combustible material not less than the amount shown in Table 1. Temporary heating devices, which are listed for installation with lesser clearances than specified in Table 1, may be installed in accordance with their approval.

#### Table 1

|  |  |
| --- | --- |
| Heating Appliances | Minimum Clearance - inches |
| Sides | Rear | Chimney Connector |
| Room heater, circulating type | 12 | 12 | 18 |
| Room heater, radiant type | 36 | 36 | 18 |

1. Heaters not suitable for use on wood floors shall rest on suitable heat insulating material or at least 1-inch concrete, or equivalent. The insulating material shall extend beyond the heater 2 feet or more in all directions. Heaters shall not be used in close proximity to combustible coverings. A minimum of at least 10 feet is required. The coverings shall be securely fastened to prevent ignition or upsetting of the heater. Heaters in use shall be set level, unless otherwise permitted by the manufacturer's markings.
2. Solid fuel salamanders are prohibited in buildings and on scaffolds.
3. Flammable liquid-fired heaters shall be equipped with a primary safety control to stop the flow of fuel in the event of flame failure. Barometric or gravity oil feed shall not be considered a primary safety control.

## Training

1. Company Name employees are required to attend annual fire extinguisher training. Employees shall demonstrate the use of a fire extinguisher under a controlled environment and supervised by Job Title/Specific Name.
2. Upon completion of Fire Extinguisher training, Company Name shall certify in writing that each employee has received and understands training requirements. Certification shall include the employee’s name, date of training, and subject of certification.

Conclusion

All employees of Company Name are required to comply with the rules set forth in this written program. This program is intended to provide the maximum protection for employees of Company Name.