

PORTABLE FIRE EXTINGUISHERS

PURPOSE

The purpose of this policy is to ensure that employees who choose to use portable fire extinguishers may do so safely to protect their lives and the lives of their fellow employees.

RESPONSIBILITY

The Risk Manager has responsibility for developing and implementing a fire extinguisher training program for those employees designated to utilize fire extinguishers.

The Department Heads are responsible for implementing the training programs and ensuring that employees receive training.

Facilities and Public Works are responsible for ensuring that fire extinguishers are available and in good working order at each designated County facility.

Employees have a responsibility to understand how to utilize a fire extinguisher, when it is safe to do so, attend fire extinguisher training, and maintain their safety while fighting any incipient stage fire.

POLICY

The County has selected and installed portable fire extinguishers in a variety of locations to supplement additional firefighting measures such as sprinklered buildings, fixed extinguishing systems and the like. The selection and installation of portable fire extinguishers has been based on the class of the fire extinguisher in the potential fire risk at each location. As an example, kitchen grease fires require the use of a class K extinguisher to not exacerbate the fire.

- A. Only employees who have received County approved training may utilize fire extinguishers.
- B. Employees should only use fire extinguishers on incipient stage fires.
- C. Employees should use the proper fire extinguisher in the appropriate location.
- D. Department heads will ensure that fire extinguishers are ready to use at all times.
- E. Department heads will report faulty or under charged or overcharged fire extinguishers to the Risk Manager.
- F. Fire extinguisher shall not be blocked or moved from there designated location.
- G. Employees shall not modify, service or otherwise tamper with fire extinguishers.

LOCATIONS

Generally, fire extinguishers are installed approximately every 75 feet. This varies and depends upon the class of the fire extinguisher. Fire extinguishers are usually located next to entrances and exits and are generally wall mounted.

Fire extinguishers should not be relocated, blocked, set on the floor, or otherwise moved from there designated location unless for the purpose of firefighting.

INSPECTIONS

Fire extinguishers require monthly and annual inspections. These will be provided for by the County. Monthly inspections shall be documented on the fire extinguisher inspection tag. Annual service shall be arranged by the County and may be conducted internally or by a C16 license holder.

REFERENCES

<u><i>Agency</i></u>	<u><i>Section</i></u>	<u><i>Link</i></u>
Cal-OSHA	Title 8	https://www.dir.ca.gov/samples/search/query.htm
Cal-OSHA	6151	https://www.dir.ca.gov/title8/6151.html