

**MODULE 1-04****FIRE EXTINGUISHERS**

ALL EMPLOYEES ARE TO BE TRAINED PRIOR TO USING EQUIPMENT

**I. Purpose**

Youth offender job assignments can benefit the community, an OYA facility, and offenders living within the OYA facility. Job assignments provide youth with important learning opportunities: learning to follow instructions; learning to cooperate with others, and practicing positive social and work skills. They also provide youth with an opportunity to receive positive recognition for their accomplishments and achievement, and to receive pay for the work they do. In the course of performing a work assignment, a youth worker may need to know how and when to use a fire extinguisher. Knowing how and when to use a fire extinguisher can help prevent injury to youth offenders, co-workers and the public. Fire extinguishers are to be used only to control a small fire for the purpose of limiting damage to facilities or to ensure safe exit from a structure or building. Using a fire extinguisher requires rapid hazard analysis and ability to react quickly to changing situations. Fire extinguishers are not designed, and should not be used, to fight a fire.

**II. Significant Environmental Aspects**

Discharge of a fire extinguisher may have significant environmental impact caused by both hazardous and non-hazardous waste and chemical use. Air quality may be affected. **During an emergency, the safety and well being of the youth, co-workers, and the public is the primary concern.** Once the fire is contained and the emergency abated, youth workers and their supervisors should take immediate action to minimize any potential environmental impacts caused by discharge of a fire extinguisher.

**III. Pre-Operation****A. Training**

- Annual training is required for any youth worker expected to use a fire extinguisher in the event of a fire.

**B. Inspection/Service**

- Monthly Inspection – Person inspecting to check:
  - Gauge - Needle is in the “Green” (charged) zone. If needle is in either “Red” zone (Discharged or Recharge), extinguisher requires service. Report that to supervisor.
  - Tag – Initial and date the tag to document inspection has been completed.
- Annual Inspection/Service – Person inspecting/servicing to check:
  - Pin – Still in place. If plastic pin, it should be intact.
  - Hose/Nozzle - Not blocked with any debris.
  - Canister - Turn upside down and shake to redistribute the contents.
  - Tag – Initial and date the tag to document service has been completed.
- ABC – Requires recharge at 6-year intervals; hydro-stat testing at 12-year intervals. Must be done by contracted service company.

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- CO2 – Requires recharge and hydro-stat testing at 5-year intervals. Must be done by contracted service company.
- Remove and replace extinguisher if repair, recharge, or hydro-stat testing is required.

## IV. Sustainable Operation

### A. Non-Hazardous Waste

- Recharge empty or discharged extinguishers and recycle empty canisters.

### B. Chemical Use / Air Quality

- The emptied contents of a fire extinguisher must be cleaned up.
- When cleaning, use PPE: a particle respiratory mask, eye protection, and latex gloves.
- The chemical contents of an extinguisher can be a severe lung irritant. During clean up avoid inhalation by wearing a particle respiratory mask.
- Try to avoid stirring up contents during cleaning. Wiping with damp cloth or vacuuming are preferred methods rather than sweeping.
- If an extinguisher is accidentally discharged – clear the area until contents settle.



## V. Operation

### A. Use

- Assess Fire – If it appears to be larger than you can control with extinguisher, call supervisor or 911 for help.
- Fire control - Use fire extinguisher to control fire and limit damage to property. Fire must be small. Do not compromise your safety or the safety of others. If can't control, evacuate others and exit immediately.
- Exit Building – Take fire extinguisher with you to use to extinguish fires blocking exit path.

### B. Health Hazard

- Lung Irritant -ABC chemical may be a lung irritant. Use respiratory mask if available. Avoid prolonged breathing. Exit area as quickly as possible.

### C. Extinguisher Locations – Identify locations of fire extinguishers in your work place BEFORE you need to use them. It is advisable to locate extinguishers:

- Along exit paths from building.
- In close proximity to stored or in-use flammable liquids or gasses.
- In vehicles, particularly if transporting equipment requiring use of and transport of flammable liquids or gasses.
- On large riding equipment (mowers, backhoes, tractors).

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## D. **Operation** – Includes acronym P-A-S-S

- Stay Back 15 feet from fire.
- Break plastic tag.
  - Pull the pin.
  - Aim nozzle at base of the fire.
  - Squeeze handle.
  - Sweep from side to side aiming at base of fire. Most fire extinguishers have 10 to 20 seconds worth of dry chemical action.

## VI. **Post-Operation**

### A. **Clean Up, Hazard Warnings, Storage**

- Immediately replace any extinguisher removed from service for repair, recharging, or replacement.
- Clean up emptied contents of a fire extinguisher.
- Place hazard signs/tape to identify any hazard for the safety of co-workers and public.
- Clean and inspect tools and equipment for damage or needed maintenance.
- Red Tag any non-energized tools or equipment damaged during work project.
- Complete Lockout/Tagout process for any energized tools or equipment damaged during work.
- Notify supervisor of need to schedule repair/recharge/testing of any fire extinguishers removed from service.

## VII. **Demonstration of Proficiency**

Anyone expected to use a fire extinguisher must be trained in that process and is required to demonstrate proficiency prior to signing training roster.

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## PROFICIENCY TEST

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#### Multiple Choice:

1. Extinguishers must be inspected annually. Which of the following is not required in the annual inspection?
  - a) Checking pin and hose.
  - b) Turn upside down and shaking.
  - c) Setting off the extinguisher.
  - d) Initialing the tag when done.
  
2. Extinguisher should be located in which locations?
  - a) Located in exit path from buildings.
  - b) Located near dangerous area where flammable liquid or gases are located.
  - c) On large riding equipment (mowers, backhoes, tractors.)
  - d) In each individual campsite.
  - e) a, b and c.
  - f) None of the above
  
3. Which of the following is not a recommended operation procedure?
  - a) Staying back 15 feet from fire.
  - b) Breaking plastic tag before using.
  - c) Swing the nozzle from top of the flame to bottom.
  - d) Pulling pin.
  - e) Aim the nozzle at base of fire and squeeze the handle.

#### True/False:

4. \_\_\_\_\_ CO2 Extinguisher should be recharged every 5 years.
5. \_\_\_\_\_ Extinguishers should be used on all large fires.
6. \_\_\_\_\_ No PPE is required, but ABC extinguisher chemicals may be an inhalation irritant.
7. \_\_\_\_\_ Monthly inspection is recommended.
8. \_\_\_\_\_ After each use, the extinguisher should be removed and recharged or replaced.
9. \_\_\_\_\_ An extinguisher can be used on large fires that are out of control.

#### Discussion Questions:

1. What type of fires should you not use a fire extinguisher on?
2. How should you approach a fire and use an extinguisher?

Employee Name: \_\_\_\_\_ Pass \_\_\_\_\_ No Pass \_\_\_\_\_ Date \_\_\_\_\_