

OREGON MILITARY DEPARTMENT	NUMBER: 99.200.20
ADJUTANT GENERAL PERSONNEL	EFFECTIVE DATE: June 29, 2022
SUBJECT: Fire Protection Policy	

APPLICABILITY:

This policy/procedure applies to Oregon Military Department employees.

AUTHORITY/REFERENCE:

OAR 437.002.0043, 29 CFR 1910.39

ATTACHMENTS:

Fire Protection Plan

PURPOSE:

To provide a written guideline on fire protection and prevention in the workplace for all employees to view.

GUIDANCE:

- Each location must provide: A list of all major fire hazards, proper handling and storage procedures for hazardous materials, potential ignition sources and their control, and the type of fire protection equipment necessary to control each major hazard.
- Procedures to control accumulations of flammable and combustible waste materials.
- Procedures for regular maintenance of safeguards installed on heat-producing equipment to prevent the accidental ignition of combustible materials.
- The name or job title of employees responsible for maintaining equipment to prevent or control sources of ignition or fires.
- The name or job title of employees responsible for the control of fuel source hazards.

RESPONSIBILITIES:

It is the responsibility of the manager to ensure training of new staff in the areas of fire prevention and protection. Training should be included in the onboarding process. The manager must maintain or may designate staff member(s) to complete the attached fire prevention plan. This plan must be updated when changes occur and annually.

10. **INQUIRIES / QUESTIONS:** Questions pertaining to this guidance may be directed to AGP at (503) 798-5311.

A handwritten signature in black ink that reads "Tracy Garcia". The signature is written in a cursive, flowing style.

Tracy Garcia
Adjutant General Personnel
Oregon Military Department

Fire Protection Plan
 Fire Protection Policy 99.200.20 Attachment A

 (Location)

 (Building)

Fire Hazards at this Facility

Listed below are the fire hazards and potential ignition sources at this site, handling, storage, and control procedures, and the equipment for controlling them.

<i>Fire Hazards and Ignition Sources</i>	<i>Handling, Storage, and control procedure.</i>	<i>Fire Protection Equipment</i>

Person(s) responsible for using and maintaining fire prevention and control equipment.

<i>Name</i>	<i>Contact Information</i>

Person(s) responsible for using and maintaining fire prevention and control equipment.

People who will use and maintain fire prevention and control equipment (including fire extinguishers) at this site.

Name	Contact Information

Fuel source hazards and people responsible for controlling them.

Below are the fuel source hazards at this facility and the people responsible for controlling them.

Fuel Source Hazard	Person Responsible for Control

Housekeeping procedures and control of combustible waste materials.

Person(s) who will ensure that accumulations of flammable and combustible waste materials are controlled.

Name	Contact Information

Training

The person who will train all employees about the fire hazards at this facility is

This person will review with each new employee the parts of the fire prevention plan whcj the employee must know during an emergency.

Maintenance of heat-producing equipment.

The person who will maintain heat-producing equipment to ensure that it does not ignite combustible materials is

Emergency escape and evacuation routes.

Use the space below to show or attach the emergency escape and evacuation routes at this facility.