



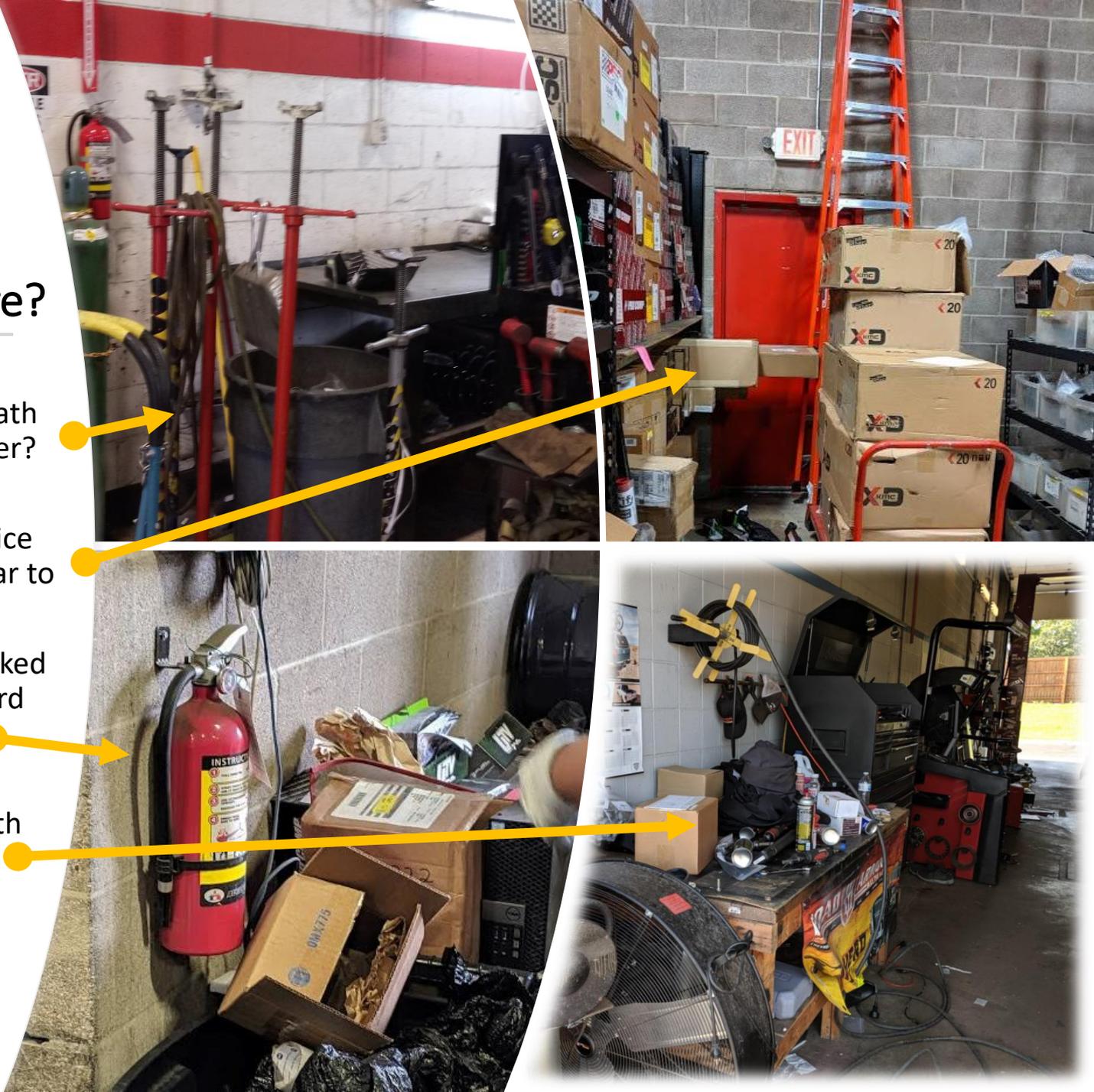
# Fire Prevention & Extinguishers IIPPT Training

**4WP**

**Transamerican  
AUTO PARTS COMPANY**

## What's Wrong Here?

- 36" Clearance and clear path to retrieve this extinguisher? No !
- Good housekeeping practice to make sure egress is clear to the Exit? No !
- Boxes and loose paper picked up so there is no fire hazard and you can get to the extinguisher? No !
- Housekeeping in order with oily rags and aerosols put away properly? No !



# Fire Prevention



## Fire causes & risks

We can all help make our workplace a safer place by learning more about how and why fires start. By following the simple methods on the next few slides, we can prevent a fire and maintain a safe place to work.

### 1. Keep Your Workspace Clean

- Always practice good housekeeping in your workplace. Trash, like paper, plastic, and wood, fuel up a fire. Large piles of dirt and garbage can hinder access to fire exits and equipment and cause trip hazards. Be sure to clean-as-you-go as the product packaging contents and used parts add up quickly! Waiting too long will not only build up a large pile but will also be a fire hazard for any hot work that a co-worker may have to do.



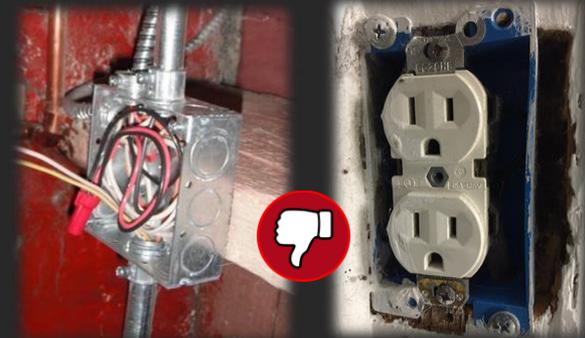
### 2. Maintain Electrical Equipment

- Prevent any machine and equipment that use electricity from overheating as well as friction sparks. Turn off lights, computers, radios when not in use especially at the end of the day. Before leaving your workspace for the day, double check that your electrical equipment is turned off and removed from an electrical source.



### 3. Check Faulty Electrical Wiring

- The most common source of fires in workplaces is faulty wiring. Visually inspect all of your electrical wiring to make sure there are no malfunctions such as a lack of ground and exposed wires anywhere in the run. Do not use electrical equipment that does not pass inspection. If work is needed to repair or replace electrical components, make sure a certified electrician does the task.



# Fire Prevention cont....



## 4. Store Hazardous Chemicals Properly

- Always make sure that all hazardous chemicals are placed in a safe storage area. Flammables must always be placed in the flammable storage cabinet unless in immediate use.

## 5. Assign Designated Smoking Areas

- Assign a smoking area outside and away from your store. Remind those that smoke to only use that area to avoid disciplinary actions.

## 6. Clear All Obstacles in Egress to Emergency Exits

- Make sure that fire and emergency exits are easy to access. Avoid storing temporary and especially long-term product in the egress isles.

## 7. Conduct Fire Drills

- Emergency evacuation drills should be done at least annually. This will ensure everyone knows where to assemble and can be accounted for. It's a good idea to coordinate with the local fire department so they know you are having a drill just in case a neighbor calls them thinking it is a real emergency.



# Types of Fire Extinguishers

Not all fires can be put out by the same extinguishing media. For example, you would not want to attempt to put out an electrical fire with a water extinguisher. That would make an unsafe situation for you as you would be shocked.

The charts to the right will provide the color coding for the various types of extinguishers.



CO<sup>2</sup>



Dry Powder

## What to Use?

- In our stores, the computer rooms are provided with CO<sup>2</sup> extinguishers which are obvious by the discharge cone. Care should be taken as the CO<sup>2</sup> will get cold to the touch and may cause freeze burns. Keep hands off the mid to end of the cone.
- In our stores and service centers the vast majority are a combination of Class A, Class B, and Class C. The extinguishing media is a dry powder.

## Fire Classification Know How To Handle It

Classes Of Fires	Types Of Fires	Picture Symbol	Extinguisher
	Wood, paper, cloth, trash and other ordinary materials.		<ul style="list-style-type: none"> <li> Water</li> <li> Foam Spray</li> <li> ABC Powder</li> <li> Wet Chemical</li> </ul>
	Gasoline, oil, paint and other flammable liquids		<ul style="list-style-type: none"> <li> Foam Spray</li> <li> ABC Powder</li> <li> Carbon Dioxide</li> </ul>
	May be used on fires involving live electrical equipment without danger to the operator		<ul style="list-style-type: none"> <li> ABC Powder</li> </ul>
	Combustible metals and combustible metal alloys		<ul style="list-style-type: none"> <li> ABC Powder</li> <li> Carbon Dioxide</li> </ul>
	Cooking media (Vegetable or Animal Oils and Fats)		<ul style="list-style-type: none"> <li> Wet Chemical</li> </ul>

# Inspection Requirements

## Annual Inspections

Performed by an approved vendor who provides a card stock tag indicating the month, day and year it was inspected.

## Monthly Inspections

Performed by an assigned employee or manager at the store who checks the various components as listed in the next slide, then dates and initials the back of the inspection tag.

## Maintenance Inspections

Approved vendors will also be performing cylinder inspections and testing. Never attempt to open an extinguisher as it is under high pressure!

- Extinguishers such as the dry chemical type requiring a 12-year hydrostatic test and also require a 6-year internal examination.
- Pressurized water, carbon dioxide, and wet chemical extinguishers need to be hydrostatically tested every 5 years.

DO NOT REMOVE	
Monthly Inspection	Date & Initials of Inspector
1	Jan. 1/15/20 MCR
2	Feb. 2/10/20 MCR
3	Mar. 3/15/20 MCR
4	April 4/17/20 MCR
5	May 5/14/20 MCR
6	June 6/15/20 MCR
7	July 7/21/20 MCR
8	Aug. 8/15/20 MCR
9	Sept. 9/10/20 MCR
10	Oct. 10/9/20 MCR
11	Nov. _____
12	Dec. _____

**BY ORDER OF THE STATE FIRE MARSHAL**

Type BCDF

REGISTERED  
STATE OF CALIFORNIA  
FIRE MARSHAL  
FIRE EXTINGUISHER  
E-

EE  
(Cert. Reg. No.)

(Signature)

**Your Store Name**  
Your Address, City and Telephone Number

ANNUAL MAINTENANCE PERFORMED

NEW EXTINGUISHER

JAN FEB MAR APR MAY JUN JUL AUG SEPT OCT NOV DEC 2021 2022 2023

**NOTICE**  
Periodic inspections must be performed at regular intervals. Use this date chart for that record.

This Fire Extinguisher was serviced on the date shown on the reverse side in accordance with standards contained in sub chapter 3, Title 19 — "California Code of Regulation."

All materials used are of the highest quality.

There is no warranty expressed or implied other than the above.



# Monthly Inspection Checks

Retail Store Responsibility

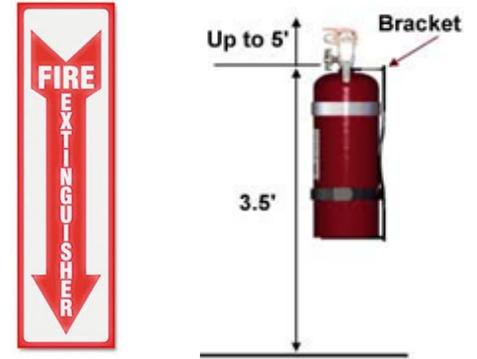
✓ The pressure gauge must be in the “green” for it to be ready for use.

✓ The pin must be secured in the handle and the hose clear for extinguishing media to flow if the unit is needed.

✓ A clearly legible sign “Fire Extinguisher” must be above the extinguisher. The height may vary so that it can be seen.

✓ Clear path to and 36" clear in front for easy access.

✓ Securely mounted at a height to prevent straining from bending or reaching overhead.



Place the sign above the area where the extinguisher is hung and make sure it is placed where it can be identified from a distance and not blocked from view. Make sure the extinguisher is mounted in the “Power Zone” to prevent strains.



Ensure there is nothing clogging the hose and nozzle tip such as insects or wasps etc.

# Fire Extinguisher

## PASS Procedure

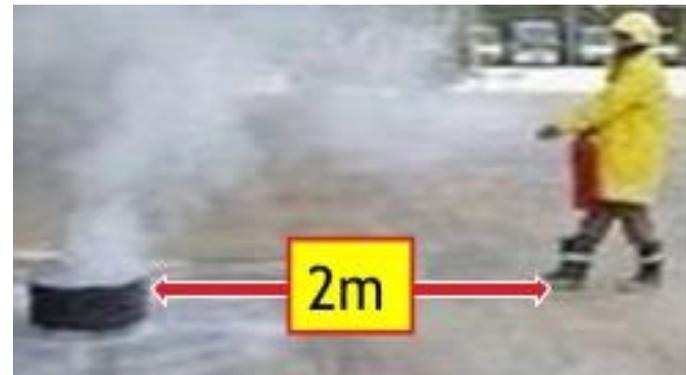
To operate a fire extinguisher, remember the word **PASS**:

- **P**ull the pin. Hold the extinguisher with the nozzle pointing away from you and pull out the straight pin.
- **A**im low. Point the extinguisher at the base of the fire starting about a foot away.
- **S**queeze the lever slowly and evenly.
- **S**weep the nozzle from side-to-side.

Note: Always face the fire upwind and never turn your back even after the fire is put out.



*Allow yourself a safe distance of at least 6 ft before using the extinguisher. Aim and sweep at about a foot in front of the fire.*



# Fire Extinguisher Use

- Only use a fire extinguisher if you are confident in using one, the fire is small, you have a clear egress to exit, the area is not filled with smoke, and it is your last option. This is a voluntary act. If you are not using an extinguisher in an emergency, proceed to the Evacuation Assembly Area for accountability.
- If there has been a fire at the store, Do Not reenter the facility until it has been cleared by the Fire Department, the Store Manager has been briefed by the Fire Department, and an “All Clear” has been given by the Store Manager.
- Do not interfere with the process!
- Do not leave as the Fire Department will risk going inside to get you which endangers their life.



**EVACUATION  
ASSEMBLY  
AREA**



# Documentation of Understanding – Fire Prevention & Extinguishers

Print Name: \_\_\_\_\_ Signature: \_\_\_\_\_ Store: \_\_\_\_\_ Date: \_\_\_\_\_

1. Be sure to clean-as-you-go as product packaging could smolder and start a fire if hot work is done nearby?  
True or False
2. Turn off lights, computers, and radios when not in use especially at the end of the day as overheating of electrical cords can start a fire? True or False
3. Flammable materials such as aerosols must be placed in the flammable cabinet when not in immediate use?  
True or False
4. Using a fire extinguisher is mandatory if you are assigned to one of our fire brigades? True or False
5. The only fire extinguisher used at our stores is filled with water so it can put out all types of fires? True or False
6. The best-known method for putting out a fire while using an extinguisher is the “PASS Procedure”? True or False
7. Always face the fire upwind and never turn your back even after the fire is put out? True or False
8. Allow yourself a safe distance of at least 6 ft between yourself and a small fire before using the extinguisher?  
True or False
9. If there has been a fire at the store go back inside periodically to see if the fire department is getting it put out?  
True or False
10. Never go anywhere besides the Assembly Area until given permission by your Store Manager after an emergency?  
True or False



*Avoid a fire by constantly performing a 4WP 360° Hazard Awareness check of your workspace and surroundings!*