



Fire Protection & Prevention

Are employers required to have an Emergency Action Plan and Fire Prevention Plan?

Per OSHA CFR 29 1910: Yes, if you have 10 or fewer employees, you may communicate your plan orally. If you have more than 10 employees, the plan must be written, kept in the workplace, and available for employee review.

What is an Emergency Action Plan?

- **"Emergency Action Plan"** - means a plan for a workplace, or parts thereof, describing what procedures the employer and employees must take to ensure employee safety from fire or other emergencies.

What are the minimum elements of an Emergency Action Plan?

1. Procedures for reporting fires and other emergencies.
2. Procedures for emergency evacuation, including type of evacuation and exit route assignments.
3. Procedures for employees who stay behind to continue critical plant operations.
4. Procedures to account for all employees and visitors after evacuation.
5. Procedures for employees performing rescue or medical duties.
6. Name or job title of employees to contact for detailed plan information.
7. Alarm system to alert workers.
8. You must designate and train employees to assist in safe and orderly evacuation of other employees.
9. You must also review the emergency action plan with each employee covered when the following occur:
 - Plan is developed or an employee is assigned initially to a related job.
 - Plan is changed.

What are the minimum provisions of a Fire Prevention Plan?

1. 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.
2. Procedures to control accumulations of flammable and combustible waste materials.
3. Procedures for regular maintenance of safeguards installed on heat-producing equipment to prevent the accidental ignition of combustible materials.
4. Name or job title of employee responsible for maintaining equipment to prevent or control sources of ignition or fires.
5. Name or job title of employees responsible for the control of fuel source hazards.
6. When assigning employees to a job, you must inform them of any fire hazards they may be exposed to and review the parts of the fire prevention plan necessary for self-protection.



What are some of the fire protection equipment and systems available to protect from fire hazards?

1. Portable Fire Extinguishers
 - You must establish an educational program to familiarize your workers with the general principles of fire extinguisher use.
 - If you expect employees to use portable fire extinguishers, you must provide hands-on training.
2. Fire Hoses
 - In most cases best used by fire fighters or emergency response personnel.
 - If you expect employees to use the fire hoses, you must provide hands-on training.
3. Automatic or fixed extinguishing systems.
 - Among the most reliable firefighting tools.
 - These systems detect fires, sound an alarm and send water or extinguishing agents to the fire or heat.
4. Other temporary alternative substitute
 - Fire watch of trained employees to respond to fire emergencies when a fire suppression system is out of service.
 - Post signs for systems that use agents such as; carbon dioxide, Halon, etc., posting the serious health hazards.
 - **Requirements are based on OSHA 29 CFR 1910**

