











Date Revised:	March 2021	Overall Task Risk Rating:	Before Controls	C	After Controls	C
Description:	Use of a fire extinguisher.					
Location(s):	Office, Shop, Asphalt Plant & Construction Projects					
Associated Documents:	Hazardous Agents WTS					

## RED FLAGS (HOLD WORK UNTIL CORRECTED):

Note:

- Do not try to fight a large fire, use the extinguisher to assist in evacuating the dangerous location
- Do not complete hot work if you do not have a fire extinguisher – or if the fire extinguisher that you have has not been inspected or is showing any signs of defects

## PERSONAL PROTECTIVE EQUIPMENT (CSA APPROVED)

									
Head Protection	Foot Protection	High-Vis Protection	Hearing Protection	Hand Protection	Eye Protection	Respiratory Protection	Skin Protection	Face Protection	Fall Protection
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Note: No specific PPE required.

- When in the Shop one must adhere to the minimum Shop PPE Requirements: Safety Boots
- When onsite one must adhere to the minimum site requirements (i.e. Safety Boots, Hard Hat & High Visibility Protection. Safety Glasses when necessary)

## SAFE WORK PRACTICES (SWP)

General Fire Extinguisher Practices:

- Fire extinguishers are to be used to assist in evacuation, not to attempt to put out a large fire
- Fire extinguishers of the proper type and size for the exposure shall be readily available
- Fire extinguishers shall be in a known location & accessible
- Debris / equipment / material shall not be piled in front of fire extinguishers preventing access
- Never turn your back to the fire
- Ensure compliance with OHSA & Ontario Fire Code requirements

In the case of a fire:

- Notify everyone on site
- Shut down all equipment (if possible)

- Leave the location of the fire and assemble at the Muster Point
- Call 911 from a safe area (know the exact location of the emergency – addressed on the daily GAZZ card)
- Consider using a fire extinguisher (to assist with evacuation or to fight a small fire)
- A roll-call will take place when all workers are assembled

## Use of a Fire Extinguisher (PASS):

- PULL – Pull the safety pin on the fire extinguisher
- AIM – Aim the hose and nozzle of the fire extinguisher at the base of the fire
- SQUEEZE – Squeeze the trigger handle on the fire extinguisher
- SWEEP – Sweep the nozzle from side to side

## When / Where a Fire Extinguisher is needed:

- During hot work, grinding, welding, brazing, etc...
- In commercial vehicles and maintenance areas
- In site trailers

## Inspections:

- Fire extinguishers shall be serviced by a qualified technician on a yearly basis
- Every month a competent person needs to complete an inspection of each fire extinguisher
- One should be looking to see that the fire extinguisher:
  - Is in the proper location, and still secured on the bracket
  - Has no apparent physical damage (ex. Dents)
  - Has the pin in place
  - Has the hose securely attached
  - Is charged (the yellow arrow is within the green region of the indicator dial)
- If the fire extinguisher is in good condition, the person who completed the inspection is to sign and date the attached inspection tag
- If the fire extinguisher is not in the proper location, has been deployed or has damaged or missing components, exchange it for an operational fire extinguisher at the shop

## Training:

- Employee Orientations (including roles, responsibilities, applicable workplace task standards, WHMIS, etc.)
- Every worker who may be required to use fire extinguishing equipment shall be trained in its use



JOB HAZARD AND RISK ANALYSIS		RISK RATING SYSTEM	
		<b>A</b>	High risk of injury or equipment / property damage.
		<b>B</b>	Medium risk of injury or equipment / property damage.
		<b>C</b>	Low risk of injury or equipment / property damage.
TASK HAZARDS	RATING BEFORE CONTROLS	TASK CONTROLS	RATING AFTER CONTROLS
• Poor Site Planning	<b>C</b>	• Ensure there is a fire extinguisher easily accessible where needed	<b>C</b>
• Lack of training	<b>C</b>	• Employee Orientations (including roles, responsibilities, applicable workplace task standards, WHMIS, etc.) • Every worker who may be required to use fire extinguishing equipment shall be trained in its use	<b>C</b>
• Lack of inspections	<b>C</b>	• Every month a competent person needs to complete an inspection of each fire extinguisher	<b>C</b>