JUNE SAFETY TOOLBOX

**WPS&C MONTHLY SAFETY AWARENESS**

**Instructions**:

Use this Safety Toolbox Talk to spark discussion within the employee group. Test knowledge retention with the associated quiz

# Fire Safety

## Introductory Comments

Fire is a chemical reaction that requires three elements to be present for the reaction to take place and continue.

- Heat or Ignition Source
- Fuel
- Oxygen

These three elements are referred to as the “Fire Triangle”. The key to effective workplace fire safety is being able to recognize and eliminate potential fire hazards. Understanding fire prevention, hazard recognition, and fire containment are key components in keeping your workplace safe. (www.osha.gov)

## Meeting Starter Questions

- What are fire hazards?
- How can workplace fires be prevented?
- What are the ABCs of fire extinguishers?

## Critical Safety Points

Most fires are preventable. Employees must be always aware of fire risks from electrical wires and equipment. Employees should be trained to identify fire hazards before they can cause fires or shock. This includes, but is not limited to:

- Cracked, worn, or broken wire insulation.
- A burning or unusual odor from equipment or wiring
- Improper usage of electrical cords
- Daisy Chains
- Accumulated Combustible Materials

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**Daisy Chains** are wiring schemes in which multiple devices are wired together in sequence or in a ring, like a garland of daisy flowers.

**Accumulated combustible materials** are rags, paper, and other debris soaked with grease, solvents, oil or flammable materials. These materials should be removed on a routine basis and store in metal refuse containers.

**Excessive dust** that collects around heat sources within offices, maintenance shops, and facilities can pose a fire hazard. Regularly remove dust and debris from outlets, wiring, and building systems.


## ABCs of Fire Extinguishers

Not all fires are the same, so not all fire extinguishers are the same. It is important to understand the different types of extinguishers because not all will put out every fire, and some may make the situation worse. Here are some different classifications of fire extinguishers:

- **Class A** extinguishers are used to extinguish fires involving ordinary flammables, such as, wood, paper, cloth, or trash that can be put out with water.
- **Class B** extinguishers are used to extinguish fires involving gases or flammable liquids, such as, oil, gasoline, paint, solvents, and grease.
- **Class C** extinguishers are used to extinguish fires involving electrical equipment. Water must not be used, as it conducts electricity.
- **Class D** extinguishers are used to extinguish fires involving combustible metals, such as, sodium, magnesium, potassium, aluminum, and titanium.
- **Combination ABC or BC** extinguishers can be used when a fire combines one or more of the above listed fires.

After selecting the proper extinguisher, the next step is to use it correctly. To discharge a fire extinguisher, always use the **PASS technique.**

- **PULL the pin.** Hold the extinguisher with the nozzle pointed away from you and pull the pin out. This will release the locking mechanism.
- **AIM low.** Aim the nozzle at the base of the fire.
- **SQUEEZE.** Squeeze and hold the trigger slowly and evenly.
- **SWEEP.** Move the nozzle from side to side.

**DO NOT BE A HERO. Always know your escape route and keep your back to it.** If the fire extends beyond your control, locate your nearest exit, and evacuate immediately.

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**QUIZ ANSWER KEY:**

1. C
2. A
3. A
4. Pull, Aim, Squeeze or Sweep

# Monthly Toolbox Quiz: Fire Safety

| | |
|---|---|
| Employee Name: | Signature: |
| Division: | Date: |
| Instructor: | Score: |

**1. What is a Class B extinguisher used for?**

(a) Paper (b) Metals (c) Oil

**2. Dust does not pose a fire hazard.**

(a) False (b) True

**3. It is important to always know where the nearest exit is and to keep your back towards it so that you have a safe escape route if needed.**

(a) True (b) False

**4. Write two steps of the PASS method.**

1. _____ 2. _____