



**HEALTH, SAFETY &
ENVIRONMENTAL PROGRAM**

Section: Fire Protection and Prevention

PREPARED BY: HEALTH AND SAFETY TEAM

DATE OF ORIGIN: 02/02/2023

REVISION # 1

OF PAGES: 4

FIRE PROTECTION AND PREVENTION

PURPOSE

The safety of all employees, visitors and the public are essential components of the Fire Safety Plan at 3003 Page St. The Fire Safety Plan ensures timely and appropriate responses to emergencies and compliance with applicable legislation.

The Ontario Fire Code requires the establishment and implementation of a Fire Safety Plan for the shop and office building at 3003 Page St. The implementation of a Fire Safety Plan helps to assure effective utilization of life safety features in a building, to protect people from fire.

SCOPE

Fire Safety Plan

The Fire Safety Plan has been completed and is available in 2 binders each located at:

- main office front desk reception
- shop reception desk.

It is also available in digital format.

All employees who work at the main office and shop will be provided information from the Fire Safety Plan to ensure their safety.

The shop safety board also has important fire safety information posted for employees to use if needed.

Fire Prevention and Protection

The building is equipped with fire prevention and protection devices including:

- fire extinguisher's
- emergency lights
- fire alarm pull station's / bells
- fire hose cabinet's
- heat and smoke detectors
- limited sprinkling in the shop weld bay

The heat and smoke detectors, pull stations and emergency water devices (sprinklers, hoses) are monitored by a third-party 24 hours/day, 7 days a week. If an alarm signal is received, they will dispatch emergency services as required.

Fire Extinguishers

The regulations state that every worker who may be required to use a fire extinguisher must be trained in its use.

Fire extinguishers in the shop and building must be:

- readily accessible in marked locations
- inspected regularly
- promptly refilled after use



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Extinguishers will be located at numerous marked locations throughout the shop and building including:

- o in all fire hose cabinets
- o at exterior exit doors
- o on all forklifts
- o in critical areas including the weld bay, electrical room, service pit, oil tote storage area, wash bay

Fire extinguishers are classified according to their capacity to fight specific kinds of fire:

Class A – for fires in ordinary combustible materials such as wood and paper where you need a quenching, cooling effect.

Class B – for flammable liquid and gas fires such as oil, gasoline, paint, and grease where you need oxygen exclusion or flame interruption.

Class C – for fires involving electrical wiring and equipment where you need a non-conductive extinguishing agent.

Class D – for fires in combustible metals such as sodium, magnesium, and potassium.

For most operations, a 4A40BC extinguisher is required.

When using an extinguisher remember...

P - Pull the pin

A - Aim the nozzle low at base of fire

S - Squeeze the handle

S – Sweep back and forth at base of fire

Once you've discharged an extinguisher, report it immediately to your supervisor.

Inspections

Fire extinguishers are currently inspected at least monthly by a 3rd party technician.

Annual maintenance inspections are currently completed by a 3rd party technician.

However, if you need to inspect an extinguisher, check that:

- it is well supported, all hangers are fastened solidly;
- it is properly charged (read pressure gauge);
- the hose discharge opening is clear;
- the ring pin is attached properly;
- the inspection tag is attached and current and
- there are no apparent defects

Flammable Liquids (Regulations):

22.

(1) Subject to subsections (2), (3) and (4), where not required for immediate use, flammable liquids shall be,





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- 1) in sealed containers; and
 - 2) located,
 - a) outdoors and remote from any means of egress,
 - b) in a building not used for any other purpose, or
 - c) in a room,
 - i) separated from the rest of the building with partitions having,
 1. at least a one-hour fire-resistance rating, and
 2. self-closing doors, hinged to swing outwardly on their vertical axes,
 - A. equipped with,
 1. a drain connected to a dry sump or holding tank, and
 2. liquid-tight seals between interior walls and floor and a liquid-tight ramped sill at any door opening, which is not in an exterior wall, and
 - B. having natural ventilation to the outdoors by upper and lower exterior wall gravity louvres.
- (2)
- Where not required for immediate use, flammable liquids,
- (a) in opened containers; or
 - (b) having a flash point below 22.8° Celsius and a boiling point below 37.8° Celsius, shall,
 - (c) comply with the requirements of clause (1) (b);
 - (d) be stored in facilities having no potential source of ignition; and
 - (e) when located in a room, be located in a room equipped with,
 - (i) explosion venting to the outdoors, and
 - (ii) a spark resistant floor.
- (3)
- A maximum of 235 litres of flammable liquids may be stored,
- (a) in sealed containers of not more than twenty-three litre capacity each; or
 - (b) in a metal cabinet of double walled construction with a 3-point door latch and a liquid-tight door sill raised at least fifty millimetres above the floor.
- (4)
- An area where flammable liquids are dispensed shall have,
- (a) mechanical ventilation from floor level to the outdoors at the rate of eighteen cubic metres per hour per square metre of floor area; and
 - (b) containers and dispensing equipment bonded and grounded when flammable liquid is dispensed.
- 23.
- A portable container used for dispensing flammable liquid in a work area shall be made of material suitable to provide for the safety of all workers and have,
- (a) a spring-loaded cap; and
 - (b) a flame arrestor.



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Gasoline engines on mobile or portable equipment shall be refueled,

- (a) outdoors;
- (b) with the engine on the equipment stopped;
- (c) with no source of ignition, within three metres of the dispensing point; and
- (d) with an allowance made for expansion of the fuel should the equipment be exposed to a higher ambient temperature.

REQUIREMENTS

- Every worker at 3003 Page must be familiar with the Fire Safety Plan. Every worker who may be required to use a fire extinguisher will be trained in its use.

Legislation:

- Industrial Regulations 851, Sections 22-23
- Fire Protection and Prevention Act
- Ontario Fire Code