



Pannier Corporation

Health and Safety Handbook

Marking System Group



Fire Protection/Extinguishers (US)

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Fire Prevention Plan

Policy Statement

Pannier Corporation will provide its employees and other personnel with a clear plan to prevent the loss of life and property by fire. The plan will comply with applicable fire prevention regulations.

Authority and Scope

Regulation: 29 CFR 1910.39, Fire Prevention Plans *[replace with the state regulation if applicable]*

Scope: This plan covers all work operations at Pannier Corporation where fire hazards or the potential for fires may be present. This FPP provides all facility personnel with basic information about major fire hazards and fire prevention methods in accordance with federal and state regulations and company policy.

Plan Administration

Table 1 provides the roles and contact information for the administration of the FPP. *[Modify the table and following job descriptions as applicable to your organization.]*

Table #1 Plan Contact Information

Task	Contact Person	Contact Information
FPP Administrator	John Visconti	412-492-1400 ext. 310
Fire Control Equipment	Bob Barker	412-492-1400 ext. 315
Employee Training	John Visconti	412-492-1400 ext. 310
Emergency Services	Police/Fire/Ambulance	9-911

FPP Administrator. The FPP administrator is responsible for all elements of the FPP and has the authority to make necessary decisions to ensure its implementation. The administrator will periodically audit the FPP as necessary to ensure its effectiveness.

Bob Barker is responsible for the inspection and maintenance of fire control equipment including fire extinguishers.

Bob Barker is responsible for controlling the accumulation of flammable and combustible waste materials.

FPP Administrator is responsible for training employees to understand and implement the elements of the FPP.

First Responder is responsible for providing emergency services.

Plan Review and Update

The FPP will be reviewed annually, and updated when:

- New hazards are identified or existing hazards change.
- There are changes to the fire protection systems.
- There are changes to fire prevention procedures.

Definitions

Exit the portion of an exit route that is generally separated from other areas to provide a protected way of travel to the exit discharge. An example of an exit is a 2-hour fire resistance-rated enclosed stairway that leads from the fifth floor of an office building to the outside of the building.



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Exit route a continuous and unobstructed path of exit travel from any point within a workplace to a place of safety (including refuge areas). An exit route consists of three parts: the exit access; the exit; and the exit discharge. (An exit route includes all vertical and horizontal areas along the route.)

Employee Training

Training for employees about the FPP will be provided:

- At the time of initial work assignment
- Whenever new fire hazards are introduced into a work area
- Whenever employees are transferred to a new work area

Training topics will include:

- The fire hazards of the materials and processes to which employees are exposed
- Procedures for controlling the accumulations of flammable and combustible materials, including material handling and storage
- Applicable elements of the hazard communication program

Portable Fire Extinguishers are provided in the work areas. Annual training will be provided to employees to familiarize them with the general principals of fire extinguisher use and the hazards involved in incipient stage fire fighting.

Portable Fire Extinguishers are subject to monthly visual inspections by department supervisors and are inspected and tested annually by a qualified Fire Extinguisher Company.

Recordkeeping

A record of FPP training for employees will be maintained for 3 years at Pannier Corporation.