

Fire Prevention

GENERAL DISCUSSION

A fire caused by poor housekeeping, carelessness or failure to follow instructions can destroy your job, your income, and even your life. But the chance of a fire can be reduced if everyone makes an effort to practice daily fire prevention measures.

Follow these fire safety tips:

1. Don't allow trash and litter to accumulate unnecessarily.
2. Keep the office and dock areas neat and clean.
3. Know where fire alarm boxes and extinguishers are located.
4. Make sure you know the different types of fire extinguishers and how to use them; check periodically to see if they are charged and well marked.
5. Store hazardous materials in designated areas.
6. Keep exits free of obstructions.
7. Make sure there are good connections and effective grounds in the wiring.
8. Smoke only where permitted.
9. Keep equipment clean and use it properly.
10. Handle flammable liquids with caution.
11. Know the proper exits and procedures in case of an emergency.

If you store hazardous materials properly, the chances of fire, spills and accidents are greatly reduced. A leaking drum of lacquer thinner can be a fire hazard unless the right precautions are taken. Make sure you know the loading and storage chart so that you don't load noncompatibles on the same trailer or in the same area of the terminal.

Every terminal should have an emergency plan. In case of fire or other emergencies, procedures should outline who is to call the fire department and how the building is to be evacuated. When a fire or emergency evacuation does occur, don't panic. Keep calm and follow instructions. Know the right fire extinguisher for each type of fire.

Following rules is not just the responsibility of the safety supervisor or the terminal manager--it's everyone's responsibility. It is also important to be aware of arsonists. Keep an eye out for unusually placed flammable, such as oily rags stored in peculiar places. If you watch for 'offbeat' actions you may be able to

spot the arsonist. Don't take the necessary steps yourself. Tell your supervisor at once.

GENERAL SAFETY REVIEW

This is a time to review all safety concerns, not just today's topic. Keep your notes on this page before, during and after the safety meeting.

Are you aware of any safety hazards from any other crews? Point out any hazards other crews are creating that this crew should know about. Tell the crew what you intend to do about those hazards.

Do we have any other safety business? Discuss any past issues or problems. Report any progress of investigations and action taken.

Have there been any accidents, near misses or complaints? Discuss any accidents, near misses, and complaints that have happened since the last safety meeting. Also recognize the safety contributions made by members of the crew.

Please remember, we want to hear from you about any health and safety issues that come up. If we don't know about problems, we can't take action to fix them.

ENDING THE MEETING

Circulate Sign-Off Form.

Assign one or more crew member(s) to help with next safety meeting.

Refer action items for follow-up.

Do you have any Safety Recommendations?

Do you have any Job Specific Topics you would like us to discuss?

Have you reviewed the M.S.D.S Sheet for this safety topic? Yes____ No____
N/A____

Comments
