





Construction Safety Guidelines No. 22

Fire Extinguishers

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| <p>TYPES OF FIRE EXTINGUISHER</p> | <p>LOCATION</p> | <p>SELECTION & USE</p> |
| <ul style="list-style-type: none"> ▪ Compressive risk assessment (RA) must be undertaken for site, labour camp & office fire risks. ▪ Risk assessment must identify sources of fire & detail adequate control measures. ▪ Key findings of the assessment must be briefed out during the site & office induction. ▪ Inspection checklist should be prepared to ensure risk assessment requirements are complied with. | <ul style="list-style-type: none"> ▪ Install fire fighting equipment / extinguishers in the area where fire hazard is present. ▪ Maintain location plan of fire extinguishers installed. ▪ Access to all available fire extinguishers shall be maintained at all times. ▪ Portable fire extinguishers must be provided on each floor. ▪ In multi-story buildings, at least one fire extinguisher shall be located adjacent to the staircase on each level. ▪ Travel distance to the nearest fire extinguisher should be between 9.15 m and 15.25 m. | <ul style="list-style-type: none"> ▪ Select the correct fire extinguisher depending on the type of fire. ▪ Use PASS method to extinguish small fire. (P – Pull, A-Aim, S-Squeeze, S- Swipe) ▪ Do not use carbon-tetrachloride fire extinguishers which are prohibited. ▪ Only trained personnel should be allowed to use fire extinguisher to extinguish fires. ▪ Workers must be instructed not to take risks when tackling fire. |
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| <p>MAINTENANCE</p> | <p>INSPECTION</p> | <p>TRAINING</p> |
| <ul style="list-style-type: none"> ▪ Fire extinguisher type, capacity & number as required by Civil Defence shall be maintained. ▪ Check the pressure and contents of your extinguisher recommended by the manufacturer. ▪ Fire extinguishers must be maintained in good usable condition. ▪ Examine fire extinguishers for any physical damage, corrosion or leakage, defective equipment must be replaced immediately. | <ul style="list-style-type: none"> ▪ Carry out weekly inspection of fire extinguishers and maintain records. ▪ Carry out annual service of fire extinguishers & maintain records. ▪ Ensure that the tag is present on all the fire extinguishers with the date of servicing done. ▪ Do hydraulic testing of fire extinguishers as prescribed by Civil Defence. | <ul style="list-style-type: none"> ▪ The main contractor shall provide adequate fire fighting training to all employees. ▪ Maintain a list of people trained in fire fighting. ▪ Basic fire safety arrangements must be included as part of the site & office induction. ▪ Appoint adequate numbers of Fire Marshals at the site. ▪ Display names of Fire Marshals, preferably near the fire extinguishers. |