

## (9) FIRE SAFETY

### (9.1) Fire Safety Program

- **Policy Statement:**

At [Your Company Name], we are committed to providing a safe and healthy work environment. We adhere to all regulatory standards, including those related to fire safety, to protect our employees, property, and operations.

- **Scope and Application:**

This policy applies to all employees, contractors, visitors, and other persons who may be present in [Your Company Name]'s facilities or operations.

- **Fire Prevention:**

**Fire Hazard Identification:** Regular inspections will be conducted to identify and eliminate fire hazards, such as flammable materials and faulty electrical equipment.

**Control of Ignition Sources:** Measures will be implemented to control sources of ignition, such as designated smoking areas, properly maintained electrical systems, and controls on hot work operations.

**Good Housekeeping:** Regular housekeeping practices will be maintained to reduce the accumulation of flammable materials.

- **Fire Protection:**

**Fire Extinguishers:** Fire extinguishers suitable for the types of potential fires in different areas of the facilities will be provided and maintained.

**Fire Detection and Alarm Systems:** Fire detection systems and fire alarms will be installed and maintained as necessary.

**Emergency Lighting and Exit Signs:** Emergency lighting and exit signs will be installed and maintained to ensure safe evacuation during a fire.

- **Emergency Response:**

**Emergency Action Plan:** An Emergency Action Plan (EAP) will be developed and maintained. This plan will include information such as evacuation procedures and emergency escape route assignments.

**Fire Drills:** Regular fire drills will be conducted to ensure employees are familiar with the EAP.

- **Training and Education:**

All employees will receive fire safety training that includes the nature of fire hazards in the workplace, proper handling and storage of flammable materials, emergency procedures, and use of fire extinguishers.

- **Recordkeeping:**

Records of all fire safety training, fire drills, inspections, maintenance of fire protection equipment, and incidents will be maintained as required by OSHA standards.