

Portable Fire Extinguisher Training

Method Statement

Issued to:

Generic

Issued by:

Fire Queen Limited | 23 –37 Broadstone Road | Stockport SK5 7AR

Project:

Generic

Commencement of Works:

To be Arranged

Duration:

Approx 2 Hours per Session

Personnel Involved:

1 Trainer

On site supervisor:

N/A

Head Office contact:

Tony Millen

Mobile 07775533006



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Fire Queen Limited | 23-37 Broadstone Road | Reddish | Stockport | Cheshire | SK5 7AR | Registered in England Company No. 1219302 | Inc The Fire Appliance Company

✓ Fire Extinguishers ✓ Fire Alarm & Emergency Lighting Systems ✓ Dry Riser Maintenance ✓ Fire Training ✓ Fire Risk Assessment

Declaration:

Prior to commencement of any work, all relative Fire Queen Ltd personnel must read this Method Statement & any the relative Risk Assessment/s.

Objective of the work covered by this Plan:

Portable Fire Extinguisher Training

Areas of work:

Works are carried out on Fire Queen Ltd premises &/or customer sites.

Timing of work:

As Arranged.

Annexed to this Document:

Relevant Risk Assessment

Sub-contract Activities:

N/A

Distribution:

Customer, Fire Queen Trainer

General Safety:

All work performed in accordance with the requirements of the following where applicable:

- All Statutory Regulations

- Relative Risk Assessments & Method Statements

- Site Specific Safety Rules & Procedures

Before training commences on site, all personnel will attend the applicable Safety Induction Briefing (if applicable).

Personnel:

All personnel are appropriately briefed, competent & appropriately qualified for the tasks performed & the plant used. Personnel will include the following:

- Nominated Fire Queen Trainer

Access to working areas:

Personnel access to each area will be via the established pedestrian & vehicular access routes & comply with all customer Health & Safety requirements

Scope of work:

Overview

Provision of portable fire extinguisher training on customer sites & Fire Queen Ltd premises.

Task

To allow candidates to understand the basic elements of fire & demonstrate the use of class A & B fire extinguishers via class room based & practical training.

Critical Stages

General

1. Prior to attending site, identify if the customer or Fire Queen Limited will be providing PPE
2. Contact the site representative on arrival, sign in & undertake induction if necessary.
3. Identify area of training
4. Establish with the customer, the first aid provision on site & ensure communications in event of an accident/incident are established
5. Collect permit to work if required.
6. Report to site representative upon completion of task, before leaving the premises

Existing Environment

For the duration of this training, the environment will not be affected.

Safe system of working:

Before commencement, the Trainer must be briefed & by the customer; a safety induction may also be provided at the discretion of the customer.

Areas of work will be suitably cordoned off whilst the practical training takes place.

Access to place of work:

All vehicles will be parked in designated car park areas

All speed limits & road signs will be strictly adhered too

Seat belts will be worn at all times whilst driving around the site

Consultation:

Fire Queen Personnel will attend any necessary site-specific induction

Fire Queen Personnel must be informed by the customer of any risks or changes to procedures, which may affect them

Fire Queen Personnel will keep the Customer informed of any issues which may arise, including accidents/incidents

Customers & Fire Queen Personnel will be made aware of this document

Workplace Protection:

Fire Queen Personnel will cordon off areas of work, however we aim to cause as little disruption as possible.

Materials/Substances/Agents:

Hazardous substances will be used within the scope of the practical training. i.e. Petrol, lighter fuel, Co2

A suitable COSHH assessment will be carried out on all hazardous substances & controls implemented

A designated 5-liter petrol container will be used to store fuel where required

Fuel will be stored & locked in Fire Queen Ltd vehicle at all times until used for training purposes

Practical Training:

Foam/dry powder fire extinguishers are available in case of the unlikely event of an uncontrolled fire occurring.

All fires will be contained in metal trays.

All practical training will be conducted in a designated safe area on the customer/Fire Queen Ltd site.

Training areas will be suitable for purpose & free from slip &/or trip hazards.

Good housekeeping will be observed & enforced at all times by Fire Queen Ltd Trainers.

The training area will be cordoned off using barriers/cones/tape as appropriate.

Training areas will be designated at a minimum safe distance from combustible materials & buildings.

Vehicle movements will not be allowed in training areas.

All Fire Queen Trainers & customer trainees will wear eye & hand protection when practical training is being carried out.

Observing trainees will always stand behind the Trainer & at least 4 meters minimum away from fires; real or simulated.

The Trainer will ask if any trainees have any medical conditions which include breathing difficulty. These persons may be exposed to Co2 or Dry Powder discharge.

Wind direction & strength will be considered before ignition of fires; if the Trainer considers the weather conditions to be a concern, the training may be postponed.

Secondary ignition sources will be identified by the customer pre-training & controls implemented as required

Ignition of combustible/flammable materials/substances will be via a Hand-Held Gas Lance, used at arm's length.

Smoke Pellets will be used to simulate the effects of an electrical fire.

Smoke generated from the combustion process will be monitored by the Trainer; fires will be extinguished immediately if the smoke appears to have the potential to cause harm.

Portable Fire Extinguisher Use:

All portable fire extinguishers will be subject to pre- use servicing & inspection by a competent person.

The Co2 fire extinguishers will be checked as above & in addition, the Nylon Slip Washer between the unit body & Frost-Free Horn will be replaced with a new item.

Special attention will be made regards handling & holding Co2 extinguishers, before, during & after use.

The risk of Frost Burns will be raised with trainees.

Manual Handling:

Good manual handling techniques will be used by the Trainer when handling fire extinguishers & Fire Trays.

Fire Queen Ltd vehicles will be parked as close to the training area as possible to load/unload equipment. Vehicles will be removed to a safe distance when training is underway.

Fire Trays will be left to cool before handling & suitable gloves will be used to prevent burns or cuts.

Waste Disposal:

All solid waste & extinguisher residue will be placed in suitable containers & removed from customer sites.

No fire water run off/contaminated waste liquid will be allowed to enter water drainage systems or soak into the land.

The training area will be washed down with clean water if required.

Personnel Protective Equipment:

Suitable eye & hand protection will always be used by Fire Queen Ltd personnel & customer trainees when undergoing practical training.

Hi Viz clothing will be worn at all times in vehicle movement areas & if required by customer procedures.

Fire Queen Ltd personnel will wear suitable safety footwear at all times.

Equipment Checklist

Head protection as required

Gloves

Face/eye protection

High Visibility Vest

Safety Boots

Any other job specific PPE

Housekeeping and tidiness:

The working areas will be kept clean & tidy at all times.

Materials & equipment will be stored in a safe manner.

Debris & redundant equipment will be removed from site & disposed of in the proper manner by the Fire Queen Trainer.

Supervision:

Site supervision is not normally required on routine jobs; Trainer's usually work alone. Each Trainer has backup support via mobile telephone. If a specific job requires it, a site supervisor will be appointed.