



SAFETY TALK

General fire safety

Fire safety is a staple for emergency response plans in any workplace.

What's the danger?

- Without drills, employees will be confused in the event a fire breaks out
- Emergency exits are blocked or not easily located
- Uninspected fire extinguishers not working when needed
- Improperly stored and handled flammable materials
- Overloaded outlets and extension cords
- Improper hot-work practices and procedures
- Flammable debris and liquid spills catching fire

Protect yourself

- Practice your emergency drill at least once per year
- Take notice of public alerts on local burn bans
- Have emergency-route signs posted, and exits clearly marked and free of clutter or debris
- Inspect fire extinguishers monthly, ensuring they are proper type and locations
- Designate safe smoking areas for workers
- Store flammable chemicals and materials in approved containers, storage spaces and areas
- Do not overload extension cords and outlets; use surge protectors where possible
- Ensure workers are trained on and follow hot-work practices and procedures
- Practice good housekeeping; clean debris and spills of flammable liquids

Print and review this talk with your staff, sign off and file for COR™ / SECOR audit purposes.

Date: _____

Performed by: _____

Supervisor: _____

Location: _____

Concerns:

Corrective Actions:

Employee Name:

Employee Signature:
