FELTON FIRE PROTECTION DISTRICT STANDARD OPERATING PROCEDURES

ARTICLE: II

SOP: 2105

SECTION: 2100

SAFETY

SUBJECT:

SAFETY INVESTIGATION REPORT

PURPOSE:

To locate potential work place hazards that could adversely affect the health and safety of personnel and to have a written record of areas that

are inspected.

SCOPE:

To have guidelines and systematic forms for doing inspections.

PROCEDURE:

- * The Fire Chief, or his/her designate, will have scheduled inspections of the work place at least quarterly. He/She will also perform unscheduled, surprise inspections unannounced. During these inspections a Safety inspection Report will be completed.
- * All personnel will be responsible for continuous, ongoing inspection of the work place. Potentially hazardous conditions will be corrected immediately. An Unsafe Condition or Hazard form will be completed on all unsafe conditions or areas, (Refer to SOP on Unsafe Condition or Hazard)
- * Inspections will be viewed as a fact finding, not fault finding process.
- * A list of work place hazards for the station will be listed. The inspection is to include these areas, but not limited to them.

Identification of Work Place Hazards

- * Hose rack
- * Generator Area
- * Main Electrical Panel
- * Storage Areas
- Bench Grinder
- * All Power Tools
- * Physical Workout Equipment
- * Vehicle Exhaust Fumes
- * Moving Apparatus
- * Lighting Natural Gas Appliances