Class A - Wood, paper, trash, cloth; Class B - Flammable liquids, oil, gas, grease; Class C - Electrical, energized electrical equipment

All employees must be aware of the different types of fires that can occur in any setting. There are four basic types of fires:

- Class A: Ordinary combustibles such as wood, paper, trash, and cloth.
- Class B: Flammable liquids, oil, gas, and grease.
- Class C: Electrical, energized electrical equipment.
- Class D: Combustible metals.

The type of fire extinguisher needed depends on the type of fire present. For example, Class A fires require extinguishers with a dry chemical, foam, or class A extinguishers, while Class B fires require extinguishers with a dry chemical, foam, water, or a pre-pressedurized water extinguisher.


types of fire extinguishers

- Water extinguishers or APW (air-pressurized water) are suitable for Class A fires.
- Chemical extinguishers are suitable for Class B fires.
- CO2 extinguishers are suitable for Class C fires.


types of fire extinguishers

- Fire extinguishers are divided into four categories, based on the different types of fires. Water extinguishers or APW extinguishers (air-pressurized water) are suitable for class A fires only. Never use a water extinguisher on grease fires, electrical fires, or class D fires, as the flames will spread and make the fire bigger. Dry chemical extinguishers come in a variety of types and are suitable for a combination of Class A, B, or C fires.


types of fire extinguishers

- The Injury & Illness Prevention Program (IIPP) provides a complete listing of A.E.D. locations on campus, which can be found at the Associated Students website or directly at http://www.dps.sdsu.edu/aed.htm

- First Aid

- CPR

- Automatic External Defibrillator (A.E.D.)

- Location of Automatic External Defibrillator (A.E.D.)

- Location of Natural Gas Shut-off

- Location of Emergency Phone Numbers

- Designated Evacuation Assembly Points

- Location of Safety Postings

- Location of fire extinguishers

- Locations and use of fire extinguishers

- Supervisors should train employees on how to handle chemicals, if needed, and how to use personal protective equipment if required as part of the employee's job responsibilities.

- Location of Safety Manual (Injury & Illness Prevention Plan)

- Reporting of Work-Related Injuries (3-Step Process)

- Employee workstation evaluation

- Workstation Evaluation

- Bloodborne Program

- Hazard Communication

- First Aid

- Location of Automatic External Defibrillator

- Location of Emergency Phone Numbers

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Types of Fire Extinguishers

Fire extinguishers are divided into four categories, based on the different types of fires. Class A extinguishers are suitable for wood, paper, trash, cloth; Class B extinguishers are suitable for flammable liquids, oil, gas, grease; Class C extinguishers are suitable for electrical equipment; Class D extinguishers are suitable for combustible metals.

List of Emergency Phone Numbers

A list of all emergency phone numbers shall always be available to all employees in case of an emergency. Employees should know the emergency telephone number, the name, and the location of the phone. They should also know the secondary emergency telephone numbers.

Emergency Escape Routes

All employees must know where their area Safety Supervisor is located. They should also know where the nearest fire exit is and the exit route to the nearest safe area. They should also know where the nearest emergency utilities are located.

Designated Evacuation Assembly Points

All employees must know where the designated evacuation Assembly Point is located. They should also know where the nearest emergency utilities are located.

- fire extinguisher
- CPR
- Automatic External Defibrillator (A.E.D.)
- First Aid

Ergonomics

- Overview of RMs (Repetitive Motion Injuries)

Repetitive motion injuries (RMs) can result from repetitive movements performed in the course of normal work. They can cause muscle strain or injury to tendons or nerves. Repetitive motion injuries can be caused by poor posture, incorrect equipment, or awkward postures.

- Proper Lifting

Employees should be trained in proper lifting techniques. The knees should be bent, arms extended, and back straight to constitute effective proper lifting. If an object is considered heavy, two employees instead of one should use proper lifting methods to move the object.

- Safe Work Practices

Supervisors must train employees in the importance of safe work practices and review the "Code of Safe Practices." Under California law, all employees are subject to a workstation evaluation. This evaluation is used to determine an employee's working environment, ergonomic awareness, and training knowledge.

Uniforms and Attire

- Discuss appropriate attire

Supervisors must train employees on proper attire for the workplace and their specific position.

- Discuss appropriate footwear

Supervisors must train employees on proper footwear in the workplace.

Other Required Training

- Hazard Communication

Information about the hazards and use of chemicals should always be reviewed and implemented.

- Bloodborne Program

If required as part of an employee's job responsibilities, the employee should be trained in bloodborne pathogens.

- Ladder

If an employee is required to use a ladder as part of their job responsibilities, the employee should be trained in safe and proper use of such devices.

- Hand Cart / Dolly

If hand carts or dollies are present in an employee's work area, the employee should be trained in safe and proper use.

Locations

- Location of fire alarm

Employees should be familiar with the location of all fire alarms and fire alarm pull stations.

- Location of Safety Postings

Supervisors must review the location of all safety postings with employees.

- Locations and use of fire extinguishers

Employees should be aware of the location and types of fire extinguishers found in their work area.

- Location of Automatic External Defibrillator (A.E.D.)

Most A.S. facilities contain an automatic external defibrillator (A.E.D.). Employees should be familiar with their locations. A complete listing of A.E.D. locations on campus can be found on http://www.sdsu.edu/aux/safety/.

- Location of Natural Gas Shutoff

If employees are required to shut-off the supply of natural gas in their work area as a part of their job responsibilities, the supervisor should review the location of the natural gas shut-off valve.

Certifications

Supervisors must verify and review the employee's certification, if the certification is required.

- Fire Extinguisher
- CPR
- Automatic External Defibrillator (A.E.D.)

NEW EMPLOYEE SAFETY ORIENTATION TRAINING GUIDE