

**The 'Responsible Person' for the Hiring must read this guide. This is the Person that booked the Hall unless someone different has accepted the specific responsibility.**

**Under revised Fire Order Regulations it is an essential part of hiring the Village Hall that the Responsible Person is aware of the available Fire Fighting equipment and how to use it.**

**Make yourself aware of the location of the fire fighting equipment.**

### **Fire Fighting Equipment**

The following are available within the Village Hall:

4 x 9 Litre Water Extinguishers

Main Corridor, to the 'Surgery side' of the double doors to the lobby  
Main Hall, adjacent to the North Side Fire Door  
Main Hall, adjacent to the South Side Fire Door  
On Stage, underneath the Sound System control unit

2 x CO<sup>2</sup> Extinguishers

Kitchen, adjacent to the corridor door (by the hand-wash basin)  
On Stage, underneath the Sound System control unit

1 x Dry Powder Extinguisher

Main Corridor, adjacent to the Kitchen Door

1 x 1.2 Metre Square Fire Blanket

Kitchen, adjacent to the corridor door (by the hand-wash basin)

**NEVER use water on a fire on a stove/cooker or on flammable liquids**

### **Extinguishers Explained**

It is worth noting is that ALL fires comprise of three elements – Heat; Oxygen and Fuel. Remove one and you fire goes out! You can demonstrate this to yourself by use of a candle and bottle. Light the candle all three elements are there, place the inverted bottle over the candle and it burns the remaining oxygen and then goes out. Read this document so that you know the effect of the various types of Fire Fighting equipment around the Hall.

### **Water**

Normally these hold 9 litres (two gallons). This is not a great amount and will normally project water up to 30 feet and discharge for no more than just 60 seconds. In order to be effective the User must be reasonably close and aiming the jet at **THE BASE** of the fire.

Most of these units have a handle discharge that means it can start and stop. If the unit has a plunger discharge, they cannot be stopped unless the extinguisher is turned upside down.

Operators must know which way up an extinguisher is held or will not function properly.

**Most WATER extinguishers must NOT be used where there is an electrical supply.**

It also pays to remember that in order to operate an extinguisher, the safety seal must be broken and the safety pin removed. Water extinguishers are used on fires that create carbon like wood, paper, cloth and other textiles, **but NEVER on liquids of any sort.**

Water removes HEAT and whilst some water extinguishers have additives to make them more effective, work on the principle that 'water remove heat' and nothing else.

## **CO<sup>2</sup> (Carbon Dioxide)**

This is a liquefied gas which is kept in a solidly built container (extinguisher) and normally has a handle discharge so again can start and stop. The safety seal and pin must be removed before the extinguisher will operate.

Aim at **THE BASE** of fire. CO<sup>2</sup> is so cold that it can burn the operators hand/s therefore to operate it safely, the extinguisher must be held by the operating handle and by the RUBBER sheath on the discharge nozzle **NOT BY THE PLASTIC HORN** or by the **BASE OF THE FIRE EXTINGUISHER** – both places allow for ice to build up very quickly and will weld a hand to that spot inside seconds. Held correctly there is no risk. As the CO<sup>2</sup> extinguisher removes HEAT AND OXYGEN from a fire, it must NOT be used in a confined space – the Operator needs oxygen to breath!

These units are designed to deal with fires involving electricity and will not conduct any charge back to the Operator. They are also able to deal with a small liquid fire involving paint, tar, wax, spirits etc. It is not advisable for a non-skilled operator to use CO<sup>2</sup> extinguishers outdoors as wind can fan the flames and the CO<sup>2</sup> vapour making the situation worse. The operator must judge the power of the unit aiming it at the fire, too close and you fan it, too far away has no effect, but generally 1 to 1½ metres is a guide. It is unlikely that the extinguisher will discharge for longer than 20- 25 seconds. CO<sup>2</sup> extinguishers are no use on wood, paper or cloth. Equally they are not designed to deal with fat fryers

CO<sup>2</sup> extinguishers work by removing the oxygen needed for the fire to burn.

## **Fire Blanket**

The Fire blanket has two tapes that allow the operator to pull it out of its "container". Holding the tapes apart with your arms open, roll the top of the blanket over your hands giving them protection from the heat of the fire, walk slowly to the fire and SLOWLY place the blanket over the burning material, this will normally be on a cooker or similar location. Without creating any risk to yourself, cover the fire to starve it of oxygen. A fire on a cooker is usually quite considerable so needs lots of oxygen, but the blanket will soon starve it out.

The recommendation is **LEAVE the blanket there, call the Fire Service and let THEM remove it** – if there is sufficient heat still there and YOU remove the blanket, the only thing the fire (oxygen) is now provided again and the reignited fire could be worse than the original one. You should also know HOW and WHERE to isolate the fuel supply to the cooker or any other mains service.

## **Powder Extinguishers**

These use a very fine powder that will discharge at the approximate rate of nearly a lb of powder per second, so a 12kg unit will be empty inside 30-35 seconds at most. This powder is designed for use on liquid fires wax, paint, spirits and safe on electrical equipment. It excludes OXYGEN to a fire.

The Dry Powder Extinguisher in the Village Hall is called “ABC” Powder. It has two “extinguishing properties” and excludes oxygen. It additionally removes “HEAT” so it can be used on fires involving wood paper cloth liquids like paint tar wax and fuels. It is also safe to use on electrical fire. To operate hold one hand on the control handle the other on the end of the discharge hose.

There are two other things to remember, 1) inside a building the Dry Powder Extinguisher will soon make visibility “poor“, and 2) you may swallow some of the powder.

1. Aim it at the fire having removed safety seal and pin, holding it by operating handle and the end of the hose aim at fire not more than 5 feet distant sweeping across the burning area (does NOT adequately extinguish fire involving wood paper or cloth). You will soon notice that indoors, the powder is everywhere like a mist (at this time, vacate) so the Operator should have established that he/she is between the fire and the exit without hindrance.
2. It possible that that you will have breathed in powder and may have even swallowed some whilst using this Extinguisher. Whilst swallowing the powder is not very pleasant it is, in such small quantities neither dangerous nor harmful. However breathing too much in *is* a problem – so tackle the fire quickly and leave the building.

Fires involving flammable gas (propane) and similar products should NOT be extinguished with any of our portable fire extinguishers. For fires involving LPG or any other Gas, evacuate the building, call Fire Service and keep EVERYONE away from the area. NEVER attempt to extinguish with an extinguisher – it is a job for trained firemen and even they MUST be told of the danger present

**NEVER use water on a fire on a stove/cooker or on flammable liquids**

**NEVER use Foam and Powder together on a fire, as SOME of these agents are NOT compatible. We do not have any Foam extinguishers within the Village Hall, but it is possible that a Hirer may have bought one along if the event required them to do so.**