

U.S. Department of Labor
Mine Safety and Health Administration
Educational Field and Small Mine Services



Location _____ Date _____

Competent Person _____ Duration _____ Time _____

Fire Extinguishers

- Fire extinguishers must be inspected every month and you must record the inspection. [56.4201](#)
- Know the location of the nearest fire extinguisher in your work area.
- Be sure fire extinguishers are type ABC. Readily accessible, and securely mounted on mobile equipment, if required. [56.4200](#); [.4230](#)

Fire Safety

- Keep electrical rooms and storage areas clear of clutter and debris. [56.20003](#)
- Never spray water on an electrical fire or a flammable liquid fire such as mineral spirits or grease. It will cause the fire to splatter or could lead to electrocution. Note what type of extinguisher you should use.
- Keep welding areas free of flammables and do not attempt to cut or weld of gloves or clothing has grease, oil or solvents on them.

Office Safety

- Good Housekeeping applies to office areas as well as production areas.
- Be alert to hazards such as file cabinets left open or opening to many drawers at once creating a tipping hazard.
- Do not overload electrical receptacles. Use approved surge protectors.
- Be aware of tripping hazards! Remove delivered parcels from in front of doorways and place them out of the way.

Travel ways with landings and scaffold working platforms.

- Railed landings, blackguards and other protection for fixed ladders. [56.11025](#)
- Protection for inclined fixed ladders. [56.11026](#)
- Scaffolds and working platforms. [56.11027](#)
- When working from elevated heights fall protection is required if there is potential of falling even if there are hand rails. [56.15005](#)

Fatalgrams: [56.4201](#); [56.20003](#); [56.11025](#); [56.11027](#); [56.15005](#)

Attendees: